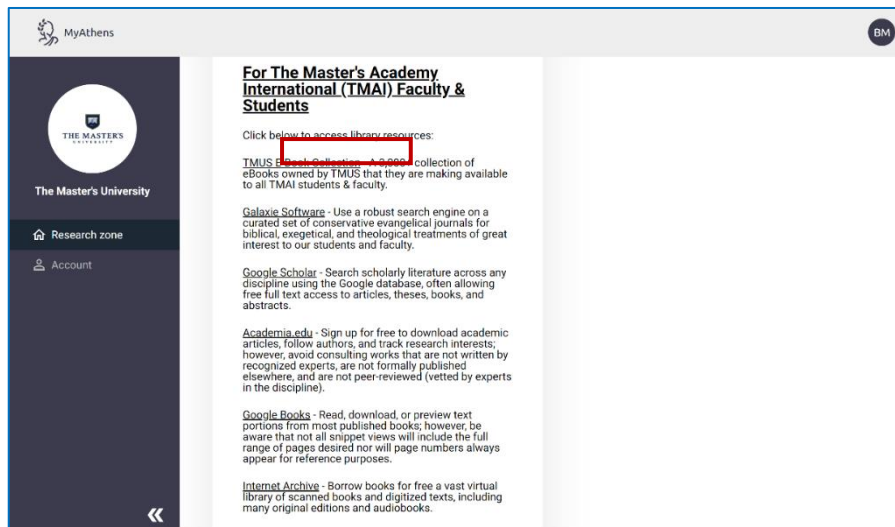


How to Access EBSCO E-Books While Offline

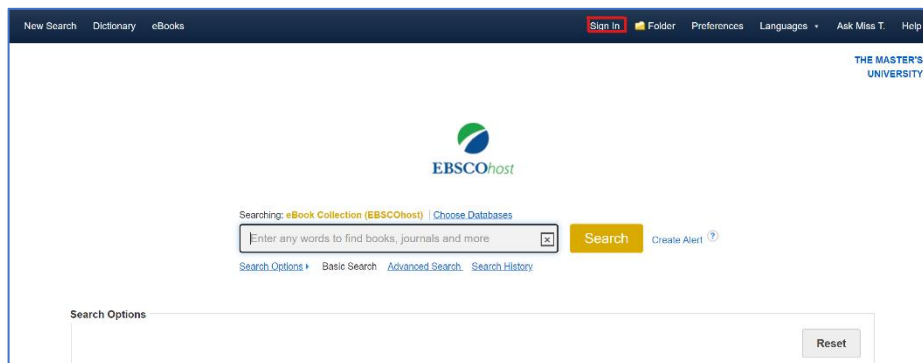
TMAI faculty & students have access to a wide range of Electronic Library Resources (ELR) through the use of the TMAI ELR landing page including access to the 2,500+ TMUS EBSCO e-book library. There are times when it would be useful to make use of an e-book from the EBSCO collection while not being online. This guide describes the steps that a user should take to set up an EBSCO account to temporarily download e-books for use while offline.

As has been described in other TMAI ELR Guides, a user must first activate his TMAI ELR OpenAthens user account, and access the TMAI ELR landing page from the TMAI home page.

1. Once on the TMAI ELR landing page, click on the link for the **“TMUS E-Book Collection”**:

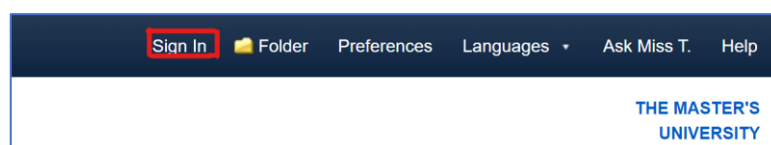


2. Once you have clicked on the link, a new window will be opened, and it will look like this:

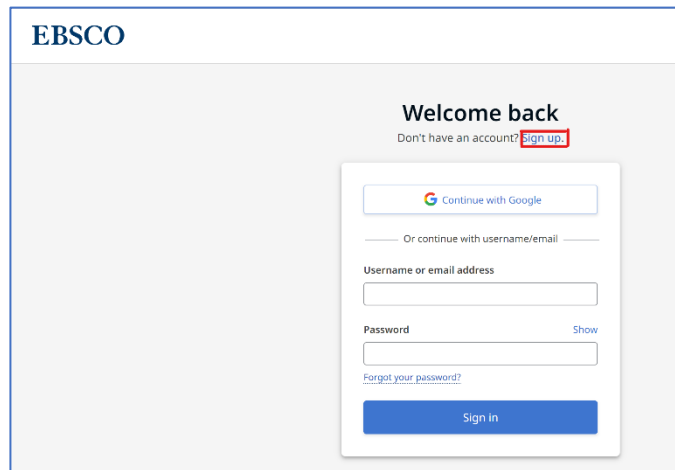


3. In order to use EBSCO e-books offline, you will need to create a personal account in EBSCO. (NOTE: This account is in addition to your OpenAthens account that was set up by your TMAI Training Center.) To set up this EBSCO account:

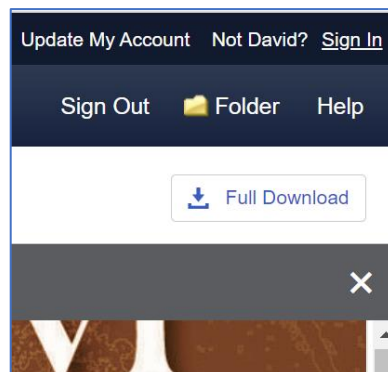
- a. Click on the option “Sign In” in the upper right corner of the EBSCO page:



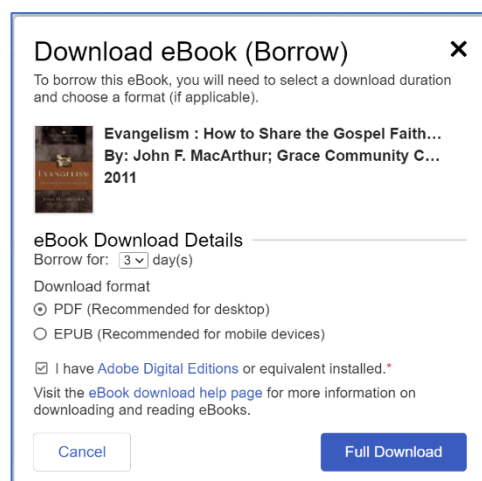
- b. Follow the prompts to Sign Up for an EBSCO account.

The image shows the EBSCO login page. At the top left is the EBSCO logo. In the center, it says "Welcome back" with a link "Don't have an account? Sign up." where "Sign up." is highlighted with a red box. Below this is a login form with a "Continue with Google" button, a text input for "Username or email address", a password input with a "Show" link, and a "Sign in" button. There is also a link for "Forgot your password?".

4. Once you have created your EBSCO account and signed into it, you can begin the search for the book(s) that you would like to download. Once located, click the **Full Download** button:



5. The Download eBook screen will appear. Follow the prompts to download the e-book for temporary offline use.

The image shows the "Download eBook (Borrow)" screen. At the top, it says "Download eBook (Borrow)" with a close "X" button. Below this is a message: "To borrow this eBook, you will need to select a download duration and choose a format (if applicable)." There is a book cover for "Evangelism : How to Share the Gospel Faith..." by John F. MacArthur; Grace Community C... 2011. Under "eBook Download Details", there is a "Borrow for:" dropdown set to "3" day(s). Below that are radio buttons for "Download format": "PDF (Recommended for desktop)" and "EPUB (Recommended for mobile devices)". There is a checkbox "I have Adobe Digital Editions or equivalent installed.*" which is checked. At the bottom, there is a "Cancel" button and a "Full Download" button. A link to the "eBook download help page" is also present.

NOTE: You will need to download an EPUB reader, like Adobe Digital Editions (free), or something equivalent that has a Digital Rights Management system. Once you have that, you click the Full Download Button.