



THE UNIVERSITY
OF QUEENSLAND
AUSTRALIA

LIBRARY
Enriching world-class scholarship

E-books (Online Books)

“How-to” guide

■ WHAT IS AN E-BOOK?

- The term **e-book** is an abbreviation for **electronic book**. It means a book that is **available in full text online**.
- Some e-books are **old books** that are no longer subject to copyright and have been scanned and made available on the web. They might be included in a freely accessible database like **Google Books**, or they might be in a database like **Early English Books Online**, for which the Library pays a subscription.
- The most useful e-books are usually the **recently published books** that are still subject to copyright. Some of these are made available **free online** by the organisations that publish them, but in many cases the Library has to **pay** so that UQ users can access these books. E-books that the Library pays for are normally accessed through databases such as **Safari Tech Books Online**, **MD Consult** or **NetLibrary**.
- E-books **do not require special machines**. They can be read on any computer (desktop or laptop). Special devices are now available for reading e-books, but those devices are mainly designed for recreational reading.

■ WHY SHOULD I USE E-BOOKS?

- E-books are **easy to access**. You can read them online from home, 24 hours a day.
- You can **search the full text of an e-book**, to quickly identify the sections of the book that are useful for you.
- You can often **copy and paste** extracts that you want to quote, although some sites place restrictions on this. Make sure that you reference the source correctly.
- E-books are not very suitable if you need to carefully read a lengthy text. In that case, a printed book would probably be more convenient.


■ HOW CAN I FIND E-BOOKS?

- Many of the e-books that the Library pays for can be located via the **UQ Library catalogue**. When searching the catalogue, you can limit your search to *All Electronic Resources*.

- When you find an e-book in the Library catalogue, look for the **link** to the online version:

Psychology and economic injustice : personal, professional, and political intersections / by Bernice Lott and Heather E. Bullock.

Lott, Bernice.
Washington, DC : American Psychological Association, 2007.

▼ [Available Online](#)
via PsycBOOKS 

AVAILABLE - SS&H - HT609 .L67 2007

▼ [More Details](#)
Description: 190 p. ; 24 cm.

- Not all the e-books that the Library subscribes to are listed in the Library catalogue. In the case of some large collections of historical source material, such as **Early English Books Online** and **Eighteenth Century Collections Online**, you must access those databases via the UQ Library databases gateway or catalogue, and then search for individual e-books in those collections.
- There are millions of mostly older e-books created by large digitisation projects which can be freely accessed via the web. **Google Book Search** is the largest collection, but the **Internet Archive Text Archive** is also very large. There are also national digitisation projects such as **Making of America** and **Gallica** (from France).
- **Google Book Search** includes many modern books that are still subject to copyright. You will not be able to view the full text of these books online. But you can identify books that would be useful to you, and then you can see if those books are available in the UQ Library. If not, you may be able to obtain them using the Library's Document Delivery service.

■ HOW DO I SEARCH E-BOOKS?

- With e-books, you can **search every word of the text**. Unfortunately there is no database which allows you to simultaneously search the text of all e-books.
- You can search all the e-books in a particular collection, such as **NetLibrary** or **Google Books**. If you want to search a collection which is only available to subscribers (such as **NetLibrary** or **Oxford Scholarship Online**), you must access that collection through the UQ Library databases gateway or catalogue.
- When you are searching a large, full-text database, it is usually better to search for **very specific terms**. Searching for **phrases** is often better than searching for words: many databases will allow you to search for a phrase if you enclose it in inverted commas, e.g. *"anxiety disorders in children"*