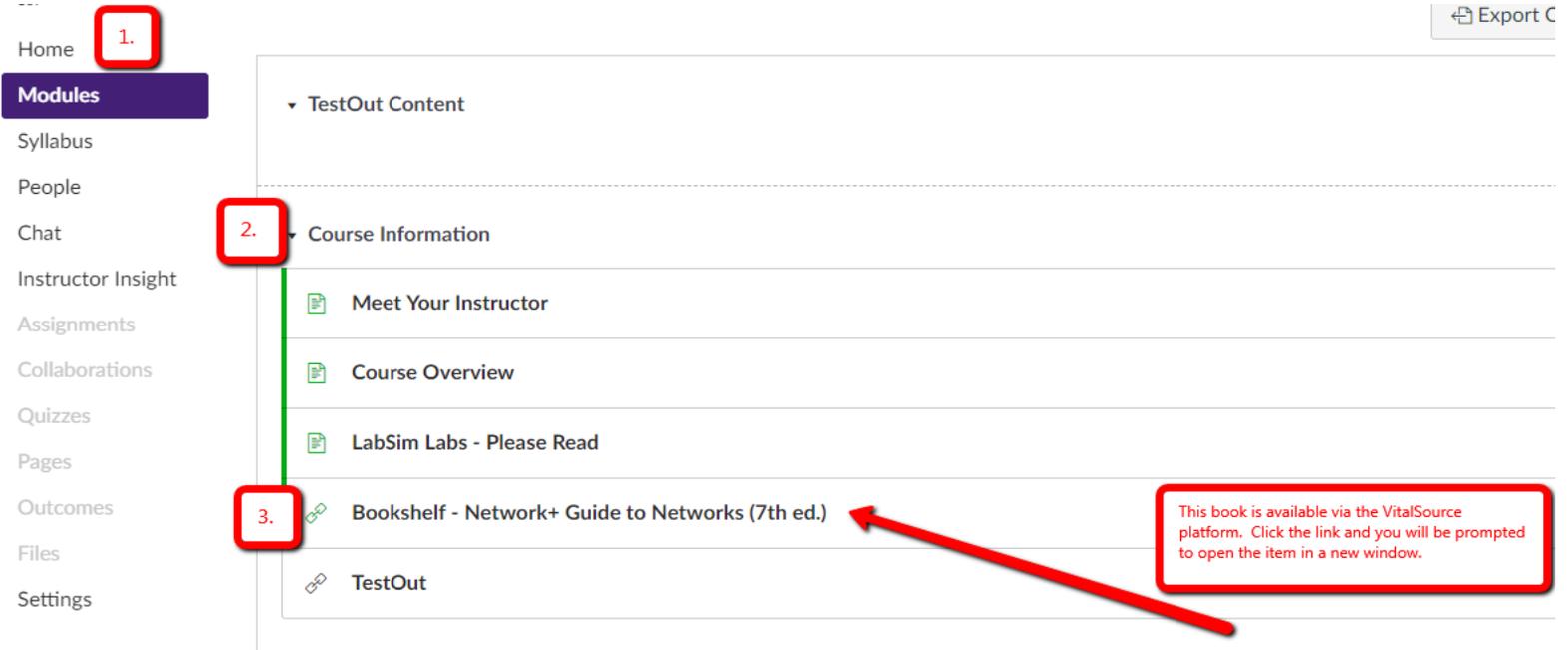




Bookstore Guide for Navigating VitalSource Course E-books

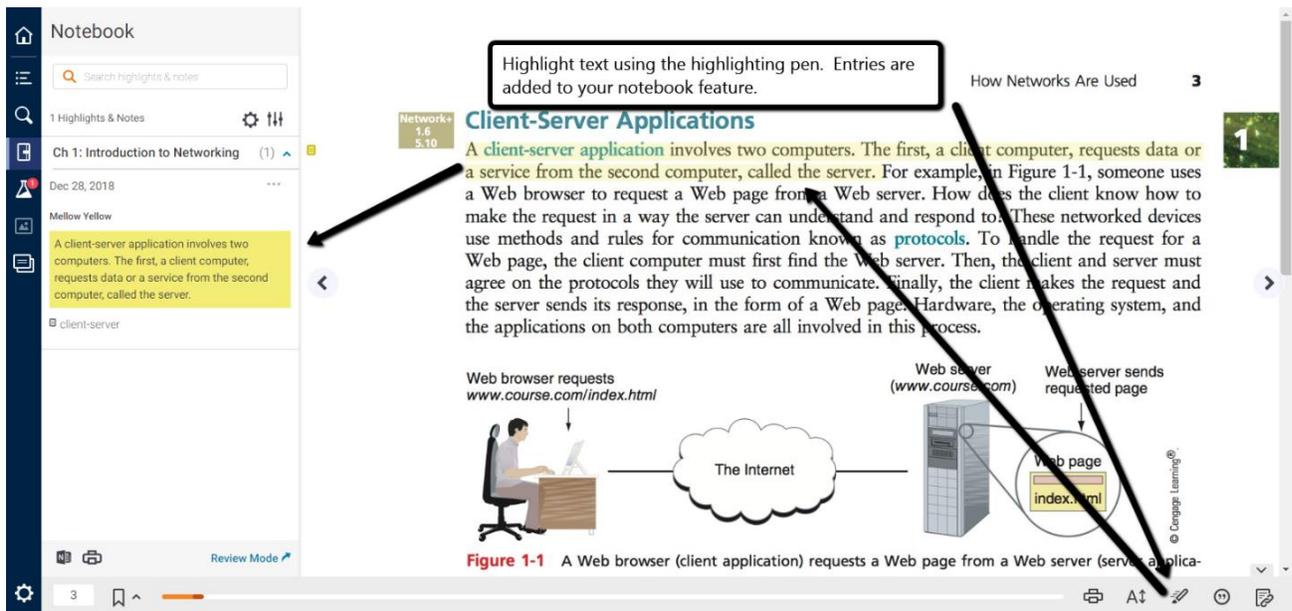
VitalSource “Bookshelf” are books that have been converted to digital format by individual publishers and housed on a common bookshelf interface (VitalSource).

The image below is an example of where to find the material once in your Canvas course.



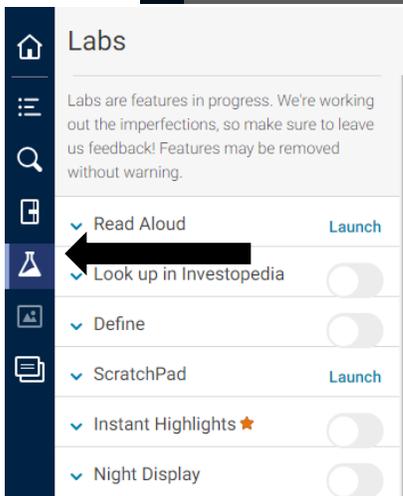
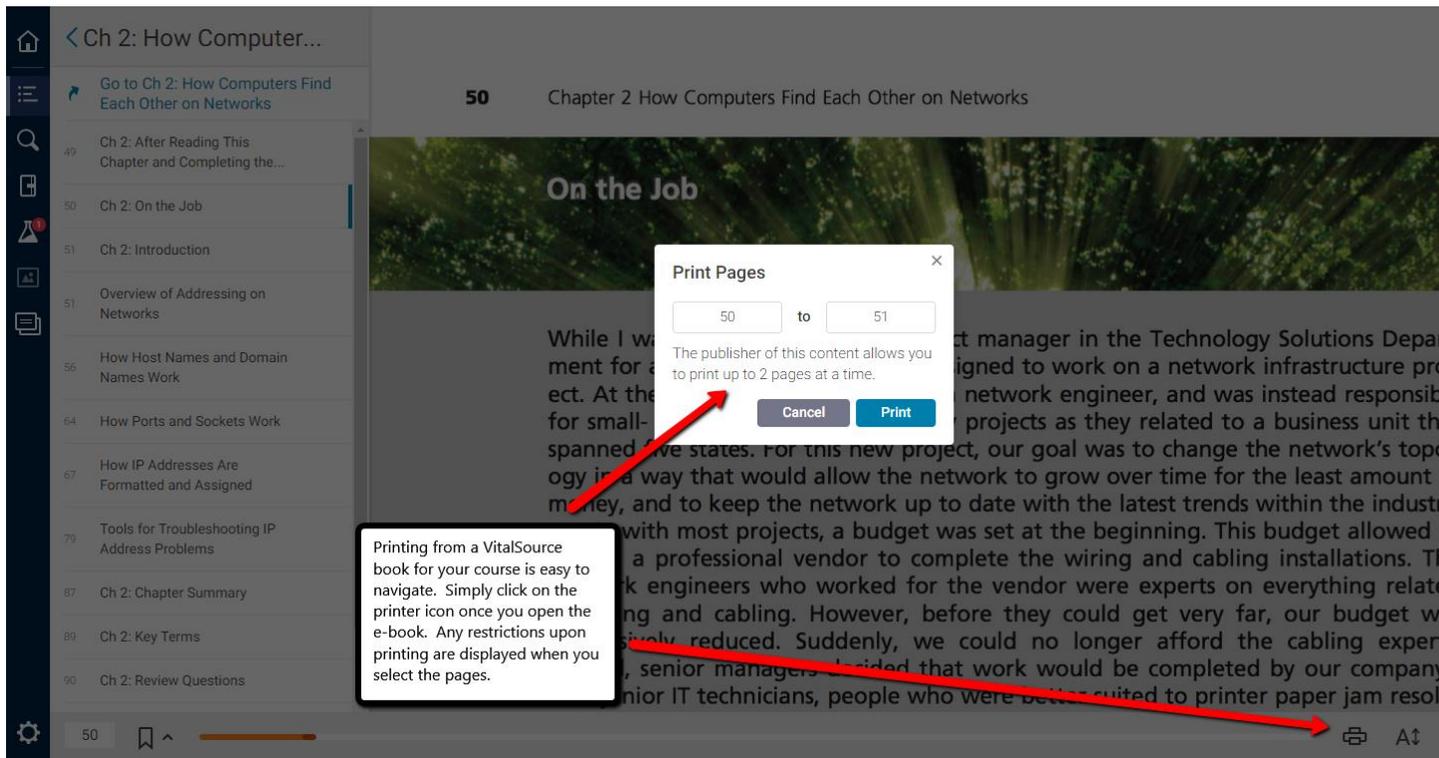
The first time you access a VitalSource book you may be asked to create an account (so that you have your own personalized bookshelf) and to accept the terms of access for the digital content.

Tips for Using “Bookshelf”



Highlighting Tool: The highlighting pen allows you highlight sections of the text, which are added to your *Notebook* tool. You can add notes, which coincide with the text you’ve highlighted. Your *Notebook* can also be printed later as a study guide if you choose.

Printing Tool: Nearly all e-book titles and platforms allow for some printing of the text. However; with e-books there is no standard printing limit. Individual publishers set the guidelines for how much of a title can be printing at one time. If you encounter a printing limit, we suggest trying the print feature again at a later time. You may be able to print again right away or may have to wait until the next day for accessing new daily print limits. Just like with print texts, e-books are copyrighted by the publisher. Publishers assign digital rights to their electronic materials to attempt to prevent unauthorized access and distribution of their copyrighted texts. If you prefer using hard copy pages for reading, it is a good idea to go into your course e-books early so you when and how much printing is allowed at one time.



Labs Tool: The *Labs* tool (beaker icon) provides some additional e-book learning benefits. Are you an audio learner? Launch the *Read Aloud* application. Are you a kinesthetic learner? Launch the *ScratchPad* application to type and save notes while reading. Are you a visual learner? Try creating your own *Flashcards* for studying.

Search Tool: You can use the *Search* box if you need to quickly locate a term within the textbook.

The screenshot displays the VitalSource search interface. On the left, a search box contains the term 'vlan', and below it, a list of 123 results is shown. The results include 'Preface', 'Ch 4: Structured Cabling and N...', 'Ch 6: Wireless Networking', and 'Ch 9: Unified Communications...'. A callout box with a black border and white background is positioned over the search box and the first result. The callout text reads: 'One of the benefits to using VitalSource e-books is the search function that lets you search within the entire book text for a term or phrase. From the results returned you can navigate to the pages to read more.' Two black arrows point from the callout box to the search box and the first search result. The background of the screenshot shows a portion of the textbook text, which is partially obscured by the search interface and the callout box.

If at any point you are unsure how to access your materials, send an e-mail to bookstore@an.edu and we will be happy to assist you. For additional information on the advanced study tools available via the VitalSource Bookshelf, please visit: <https://www.vitalsource.com/bookshelf-features>