

To Find an Ebook (the easiest way):

- 1) Go to the main college webpage at: <http://www.nmjc.edu>
- 2) There are (2) ways to access the library portal (website):
 - A) At the top of the college webpage, under the “Resources and Services” tab, scroll down to “Library” and click on it.
 - B) Or, on the main college webpage, scroll down toward the bottom right of the page until you see the large “Library” circle with a photograph of the Pannell Library and click on it.
- 3) When the page changes, you will see the main Pannell Library’s portal page.
- 4) Click on the “Articles & Ebooks” box in the upper right corner.
- 5) When the page changes, click on “Ebooks” in blue type.
- 6) When the page changes again, under the “Accessing the Ebook Collection” heading, click on the light grey type that states “EBSCO Host ebooks” (login page).
- 7) The page will change to the main EBSCO Host (ebook) search page.
- 8) At this point, there are a few different ways to search the ebook collection.
 - A) Type a subject (such as “Cleopatra”), an author’s name (like “Edgar Allan Poe”), or a title (“Little Women”, for example) in the search bar to do a basic search. If this ebook collection has what you’re looking for, it will show it when the page changes. To combine terms for an advanced search, click on “Advanced Search” and put one search term in the first bar, like “Edgar Allan Poe” and in the next bar type in another search term, such as “the Tell-Tale Heart”, then hit “Search”.
Note: For “Advanced Searches”, on the left of the search

bar(s) you can click on “and”, “or”, “not”, such as “Edgar Allan Poe” and “the Tell-Tale Heart”.

- 9) To control/filter your search, there are tools such as the “Limit To” heading on the left. Under that heading, click “Full Text” to see only full ebooks and not just abstracts, and use the sliding age range bar (by year) to control the age of the items you wish to read. There is also a “Relevance” option on the right of the page, allowing searches by “Date Newest”, “Date Oldest”, “Author” and “Title”, and a “Share” tool that conveniently emails ebooks (or links to ebooks).

Note: Under the “Source Types” heading toward the bottom left, check “Ebooks” for a strictly electronic book search.

Should you require more assistance with your search, please contact the librarian, Laurie A. Muffley, at: lmuffley@nmjc.edu

Thank you.