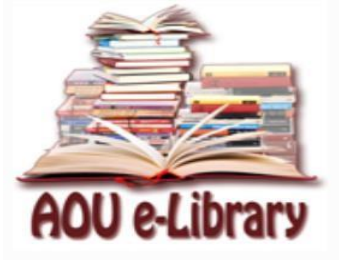


AOU E-library Tutorial



Done by:

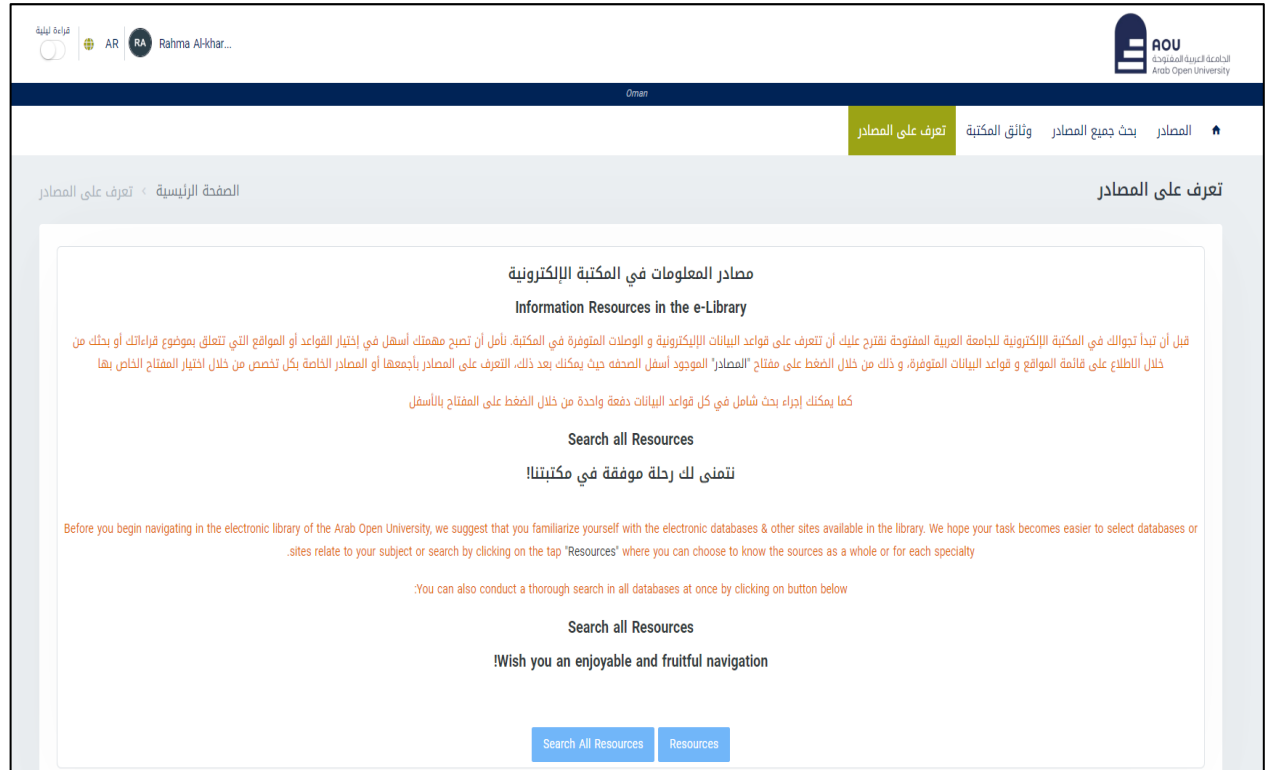
Learning Resource Center Team

About AOU E-library

The AOU E-library portal has unlimited access to many electronic databases.

The following databases are the most popular databases in AOU E-library:

- 1) EBSCO
- 2) ProQuest Central
- 3) Springer
- 4) Oxford University Press
- 5) EduSearch
- 6) ALMANHAL المنهل



The screenshot shows the AOU E-library portal homepage. At the top, there is a navigation bar with the AOU logo and the text "الجامعة العربية المفتوحة Arab Open University". Below the navigation bar, there is a main header with the text "تعرّف على المصادر" (Learn about the sources) and "وثائق المكتبة" (Library documents). The main content area features a section titled "مصادر المعلومات في المكتبة الإلكترونية" (Information Resources in the e-Library) with the subtitle "Information Resources in the e-Library". The text in this section explains that the library provides unlimited access to many electronic databases and offers a search function to help users find resources. It includes a "Search all Resources" button and a message: "نتمنى لك رحلة موفقة في مكتبتنا!" (We wish you a successful journey in our library!). At the bottom, there are two buttons: "Search All Resources" and "Resources".

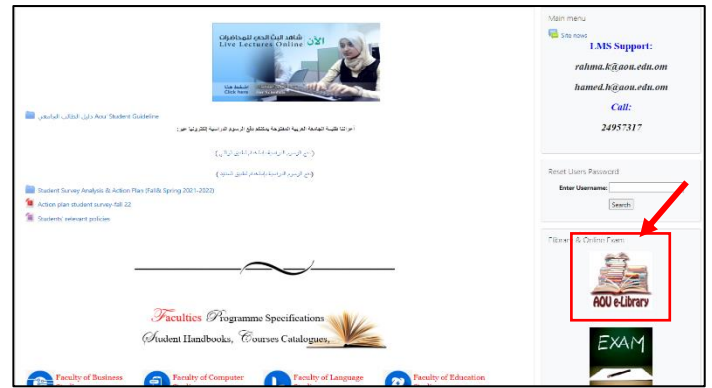
How to login to AOU E-library

طريقة الدخول للمكتبة الإلكترونية

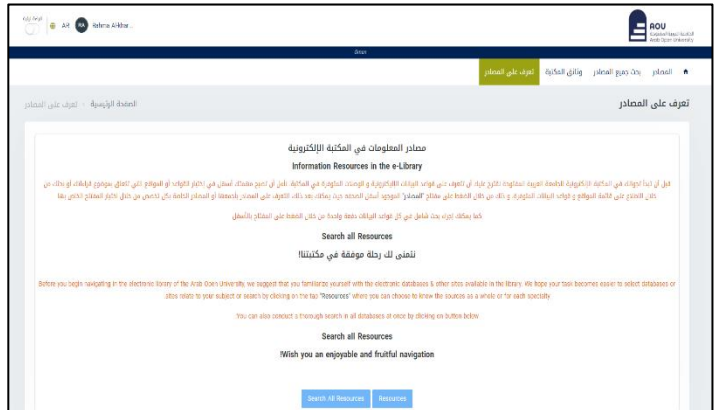
الدخول لنظام LMS
Login in LMS



اختيار رابط المكتبة الإلكترونية
Click AOU e-Library Icon



الواجهة الرئيسية للمكتبة الإلكترونية
E_Library Interface



How to search in E-Resources

طريقة البحث في المصادر الإلكترونية

[المصادر](#) | [بحث جميع المصادر](#) | [وثائق المكتبة](#) | [تعرف على المصادر](#)

[تعرف على المصادر](#) > الصفحة الرئيسية <

مصادر المعلومات في المكتبة الإلكترونية

Information Resources in the e-Library

قبل أن تبدأ تجوالك في المكتبة الإلكترونية للجامعة العربية المفتوحة نقترب عليك أن تتعرف على قواعد البيانات الإلكترونية ووصلات المتوفرة في المكتبة، نأمل أن تصبح مهمتك أسهل في إختيار القواعد أو المواقع التي تتعلق بموضوع قراءتك أو بحثك من خلال الاطلاع على قائمة المواقع وقواعد البيانات المتوفرة، وذلك من خلال الضغط على مفتاح "المصادر" الموجود أسفل الصفحة حيث يمكنك بعد ذلك، التعرف على المصادر بأجمعها أو المصادر الخاصة بكل تخصص من خلال إختيار المفتاح الخاص بها

كما يمكنك إجراء بحث شامل في كل قواعد البيانات دفعة واحدة من خلال الضغط على المفتاح بالأسفل

Search all Resources
 نتمنى لك رحلة موفقة في مكتبتنا!

Before you begin navigating in the electronic library of the Arab Open University, we suggest that you familiarize yourself with the electronic databases & other sites available in the library. We hope your task becomes easier to select databases or sites relate to your subject or search by clicking on the tap "Resources" where you can choose to know the sources as a whole or for each speciality

:You can also conduct a thorough search in all databases at once by clicking on button below

Search all Resources
!Wish you an enjoyable and fruitful navigation

البحث الموحد في جميع المصادر

تصفح المصادر والبحث داخلها

[Search All Resources](#) | [Resources](#)

search in all Resources

البحث الموحد في جميع المصادر

To search in all databases in one single search which are the Arab Open University subscribed in such as: EBSCO, ProQuest Central, Springer, EduSearch, ALMANHAL, JSTOR, and SAGE JOURNALS.

اللغة العربية

694 results

Sorted by relevance

Refine your search

- Add results beyond your library's collection
- Full Text Online
- Scholarly & Peer-Reviewed

Content Type

- Journal Article 589
- Book / eBook 3
- Newspaper Article 2

Publication Date

1 Year | 3 Years | 5 Years | 10 Years

Discipline

- education 148
- business 11

1 درجة ممارسة تدريبي المدارس المتوسطة للقيادة التربوية من وجهة نظر المدرسين
 علي درة محمد حسين
 Alustath Journal for Human and Social Sciences, 08/2021, Volume 227, Issue 4
 هدات هذه الدراسة الى التعرف على درجة ممارسة القيادة التربوية لمدراء المدارس المتوسطة في محافظة بغداد...
[Click Link](#) | [Full Text Online](#)

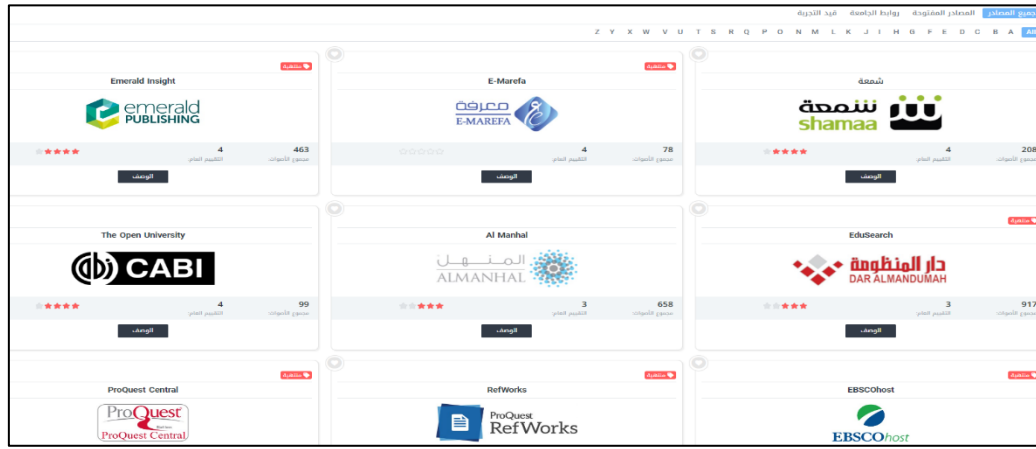
2 أبحاث القيادة التربوية السائدة لدى معلمي ومدرسات المدارس من الأساليب في مدينة السلمية (من وجهة نظر أعضاء هيئة التدريس)
 بشار بهاء الدين جويان لفق مسافر بوزن محمد فرج بداد
 Al-Adab Journal, 12/2016, Volume 1, Issue 110
 يهدف البحث التعرف على: 1- النمط السائد للقيادة التربوية لدى معلمي ومدرسات المدارس الإسلامية من وجهة نظر...
[Click Link](#) | [Full Text Online](#)

3 درجة حوده أداء القيادة التربوية وتنمية الموارد البشرية في المدارس الثانوية والمتوسطة
 بلقيشة المنور
 الشاذلي علي بن محمد

Search in Resources

البحث في المصادر

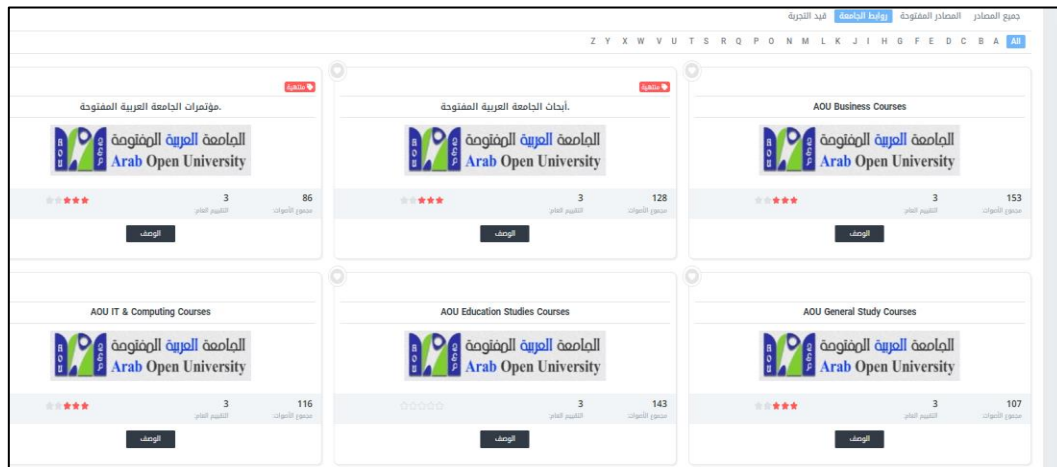
To Search inside each e-resources which include different E-journals, and E-books such as: EBSCO, ProQuest Central, Springer, EduSearch, ALMANHAL, JSTOR, and SAGE JOURNALS



Search in AOU Links

البحث في روابط الجامعة العربية المفتوحة

To Search in the sources that are developed by Arab Open University in different branches. These sources are including: AOU research, Aou Conferences, Aou video courses in different subjects (Business, IT, English Language, and General studies courses).



How to search in databases?

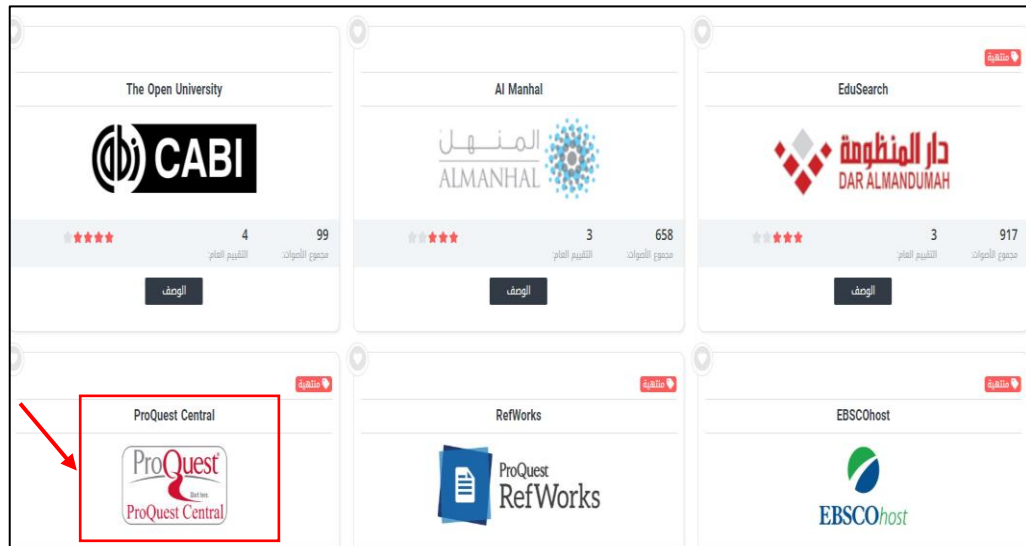
There are some examples of using and searching the databases:

- 1) ProQuest Central
- 2) EBSCO Host
- 3) Springer Link (E-Books & E-Journals)

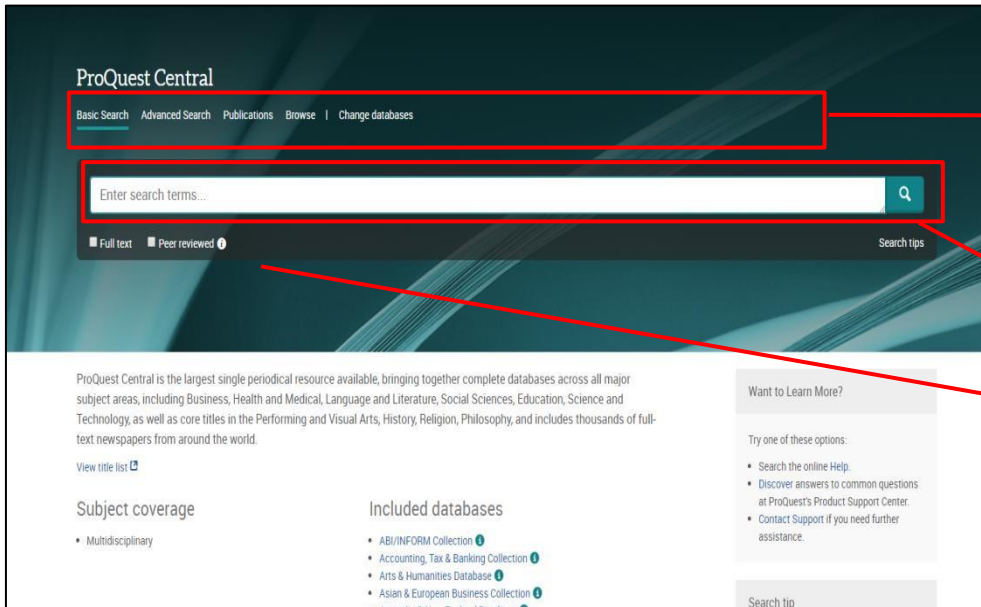
ProQuest Central



ProQuest Central is the largest single periodical resource available, bringing together complete databases across all major subject areas, including Business, Health and Medical, Language and Literature, Social Sciences, Education, Science and Technology, as well as core titles in the Performing and Visual Arts, History, Religion, Philosophy, and includes thousands of full-text newspapers from around the world.



1) ProQuest Interface:



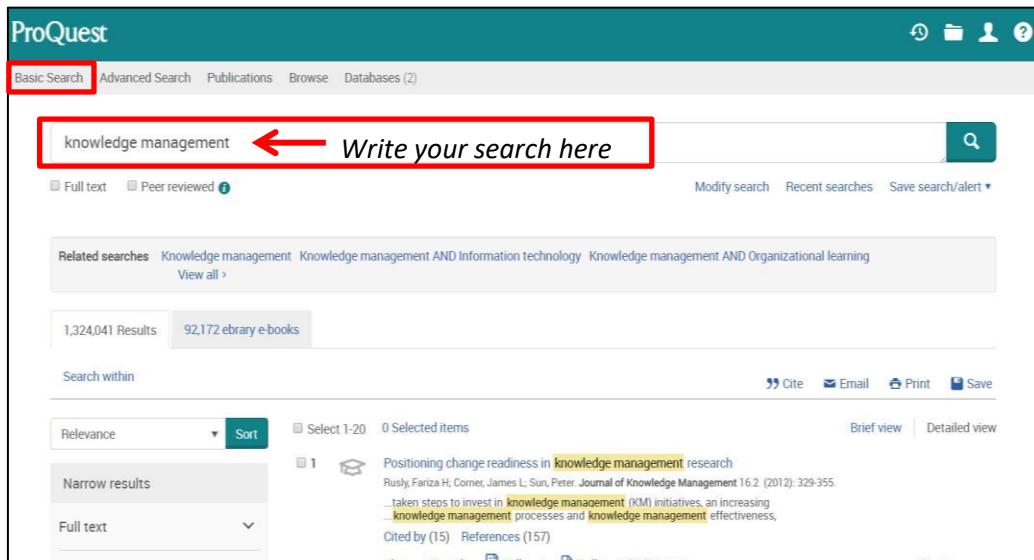
Define the type of search:
Basic search/Advanced Search/
Publications/ Browse

Write your search subject here.

Define your search results: Full text or peer reviewed

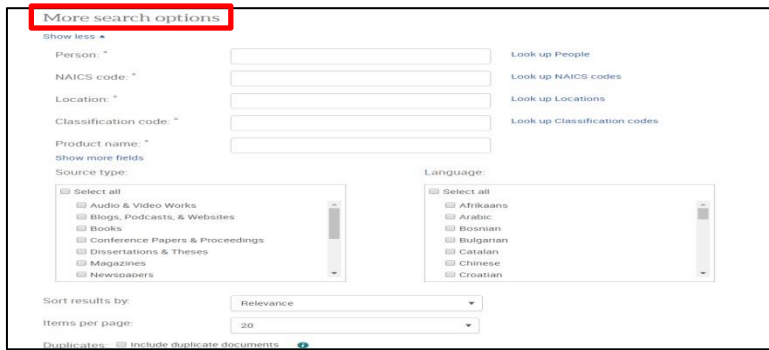
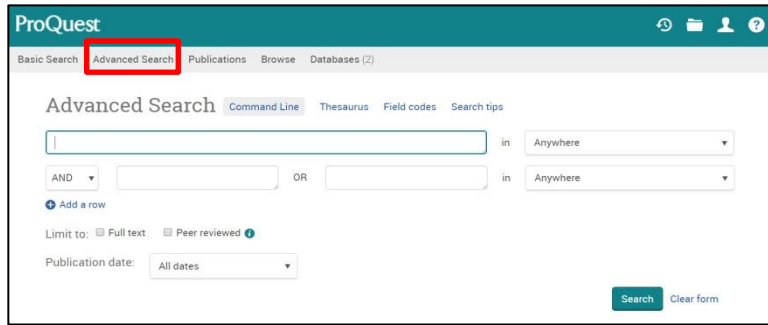
2) searching:

a. Basic Search:



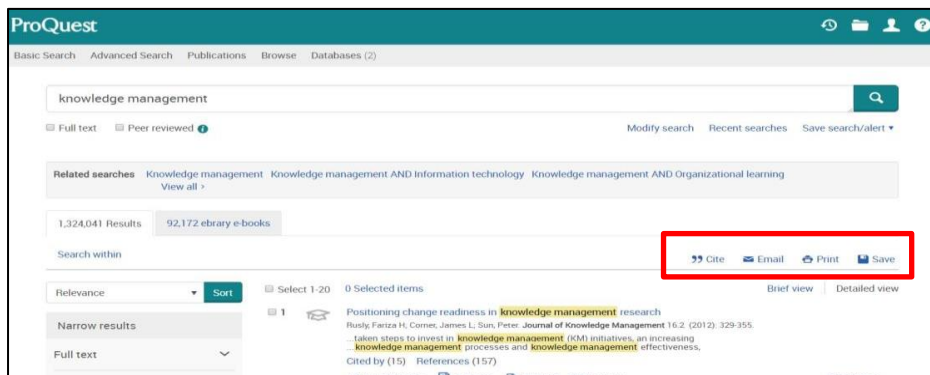
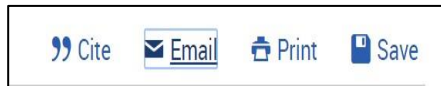
b. Advanced search:

You can limit your research by using the **Advanced Search** icon from the above side of database.

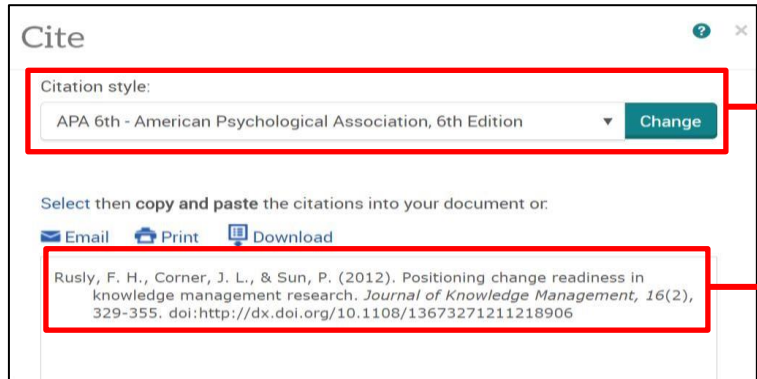


More Options:

Select one of the following options:

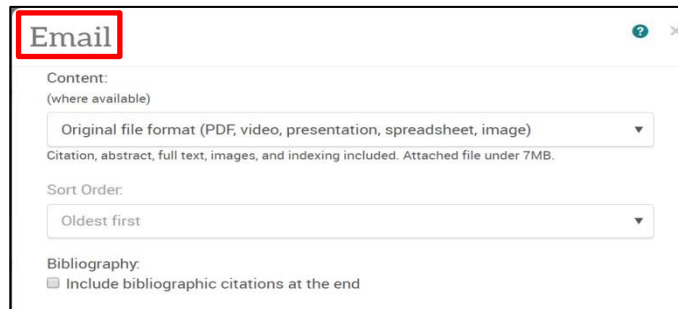


- **Cite:** Click **Cite** to create a formatted citation you can include in a bibliography.




The screenshot shows the 'Cite' window with a red box around the 'Citation style' dropdown menu, which is currently set to 'APA 6th - American Psychological Association, 6th Edition'. A red arrow points from this box to a text box that says 'Select the citation styles by clicking **Change**'. Another red box is around the citation text: 'Rusly, F. H., Corner, J. L., & Sun, P. (2012). Positioning change readiness in knowledge management research. *Journal of Knowledge Management*, 16(2), 329-355. doi:http://dx.doi.org/10.1108/13673271211218906'. A red arrow points from this box to a text box that says 'The Citation'.

- **Email:** Email an item to yourself and others. You can specify the level of available document detail (Citation, abstract, indexing, full text, etc.) you want to send, as well as selecting a citation format. In the case of emails in PDF format, you can also specify a page or page range to include in the email.



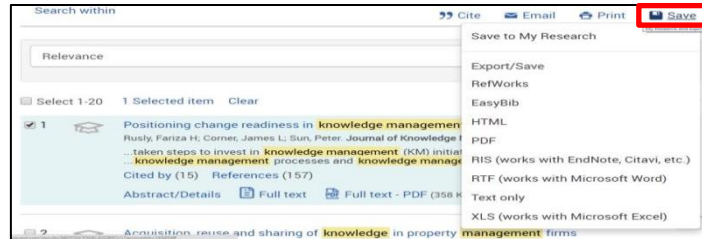
The screenshot shows the 'Email' window with a red box around the 'Email' title. The 'Content' dropdown is set to 'Original file format (PDF, video, presentation, spreadsheet, image)'. Below it, it says 'Citation, abstract, full text, images, and indexing included. Attached file under 7MB.'. The 'Sort Order' dropdown is set to 'Oldest first'. At the bottom, there is a checkbox labeled 'Bibliography:' which is checked, with the text 'Include bibliographic citations at the end'.

- **Print:** Click **Print** to open a version of the currently displayed document formatted for printing. Navigation options and interface elements are removed. Then, use your browser to print the page.



The screenshot shows the 'Print' window with a red box around the 'Print' title. The 'Content' dropdown is set to 'Full text (citation, abstract, full text, images, indexing)'. Below it, it says 'PDFs will not be included in the printout.'. The 'Sort Order' dropdown is set to 'Oldest first'. At the bottom, there is a checkbox labeled 'Bibliography:' which is checked, with the text 'Include bibliographic citations at the end'.

- **Save:** To save your research result or export them to the following options:



1) Refining Results:

Narrow your research results from the options that appear on the left side of database.

Narrow results

- Full text
- Peer reviewed
- Source type
 - Trade Journals (378,588)
 - Scholarly Journals (356,192)
 - Wire Feeds (345,457)
 - Reports (87,305)
 - Newspapers (55,138)
 - More options...
- Publication date
 - 1855 - 2016 (decades)

Document type

- Article (530,157)
- Feature (381,695)
- News (378,462)
- Undefined (179,962)
- Report (45,507)
- More options...

Subject

- Classification
- Company/organization
- Location
- Person

Language

- English (1,317,792)
- French (2,604)
- Portuguese (51,939)

Narrow your search results: Full text or peer reviewed.

Narrow your sourcetype

Narrow the publication date

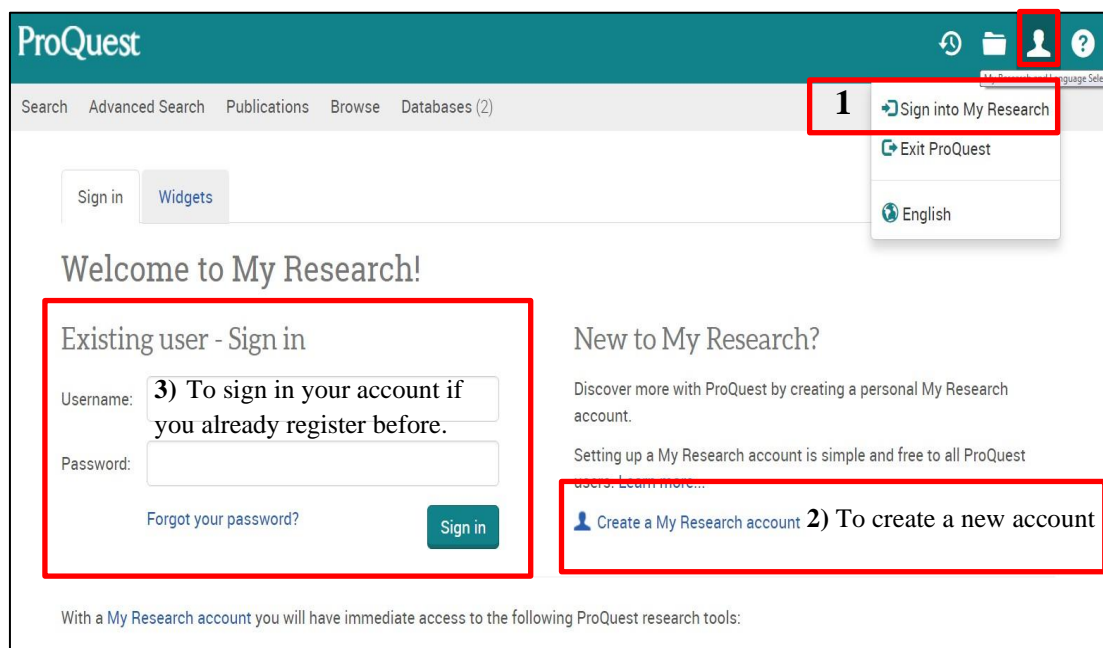
Narrow your document type

Narrow the results as subject/ classification/ organization/location...etc.

Identify your Results Language

2) *Creating a new account:*

To create an account in the *ProQuest Database*, follow the following steps:



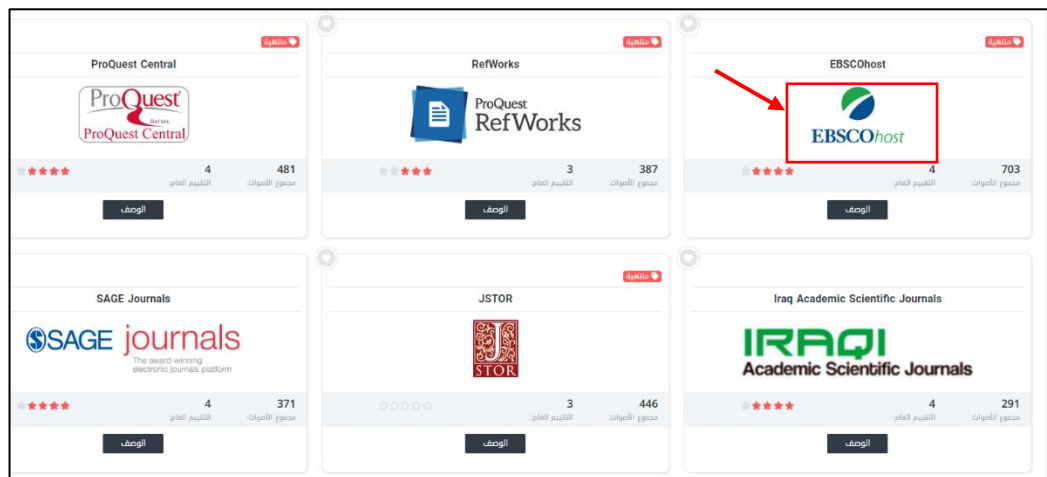
The screenshot shows the ProQuest website interface. At the top right, a user profile icon is highlighted with a red box. A dropdown menu is open, showing the following options: **1** Sign into My Research, Exit ProQuest, and English. Below the menu, the page is titled "Welcome to My Research!". On the left, under "Existing user - Sign in", there are input fields for "Username:" and "Password:". The "Username:" field contains the text **3) To sign in your account if you already register before.** Below these fields are links for "Forgot your password?" and a "Sign in" button. On the right, under "New to My Research?", there is a link that says **2) To create a new account** next to the text "Create a My Research account".

EBSCO host



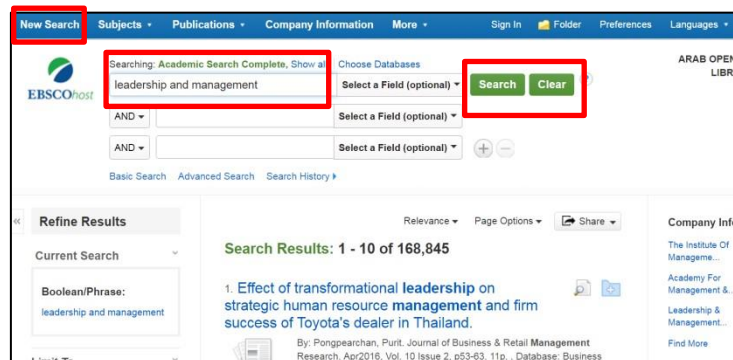
EBSCOhost Databases and discovery technologies are the most-used, premium online information resources for tens of thousands of institutions worldwide, representing millions of end-users.

1) Login to database:



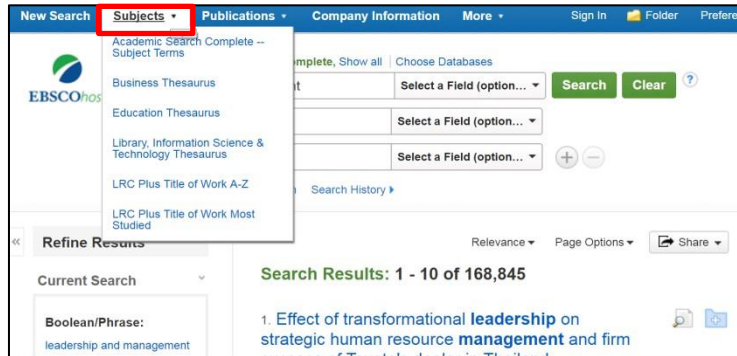
2) Searching:

a. simple search

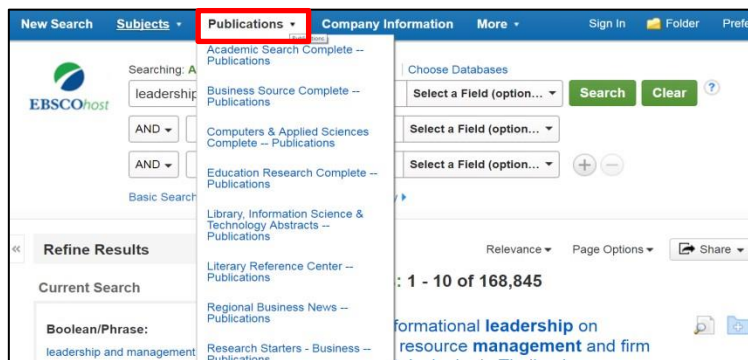


مركز مصادر التعلم LRC
2022-2023

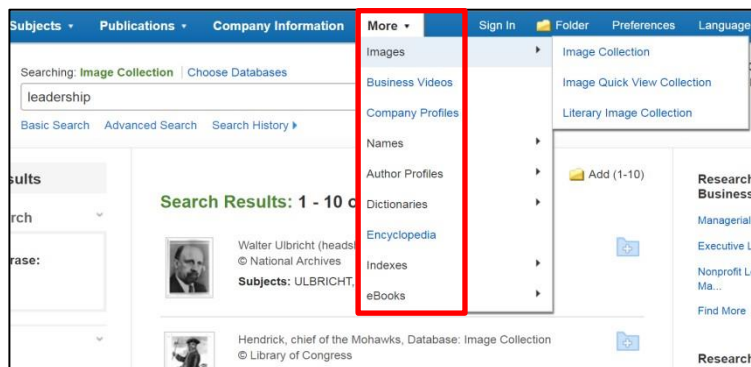
b. Search by subjects:



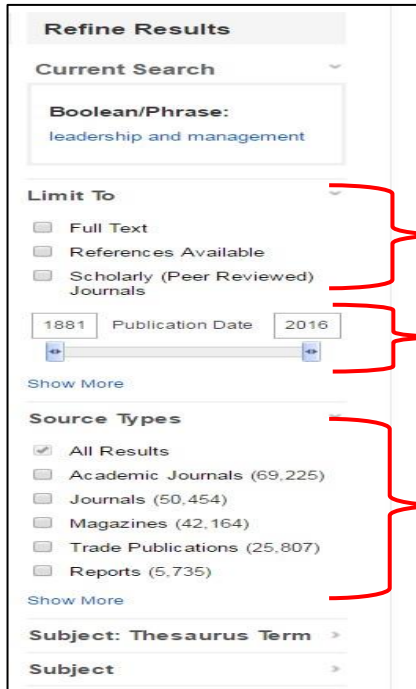
c. Search by Publications:



d. More (Search images/Business Videos...etc.):



3) Refining Results:

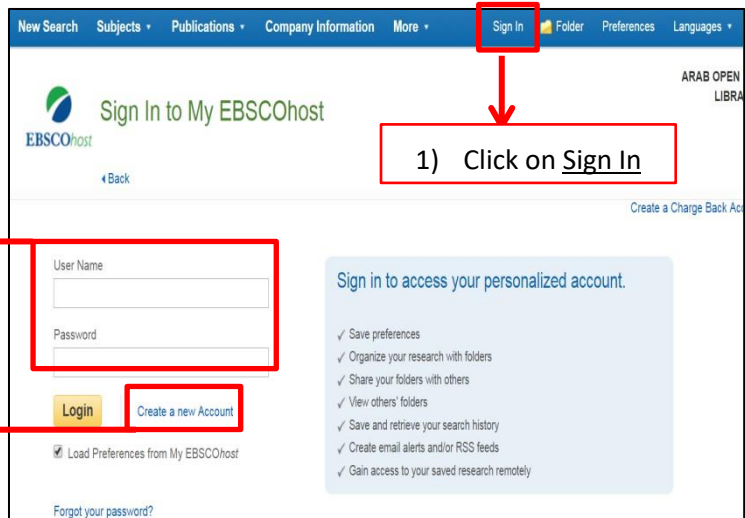


Limit your search to: **Full text/ Reference/Peer reviewed journals**

Limit your search date: **From- To**

Limit your search source type: **Academic Journals/Magazines/Reports**

4) Creating a new account in EBSCOhost:



1) Click on **Sign In**

2) To sign in your account if you already register before

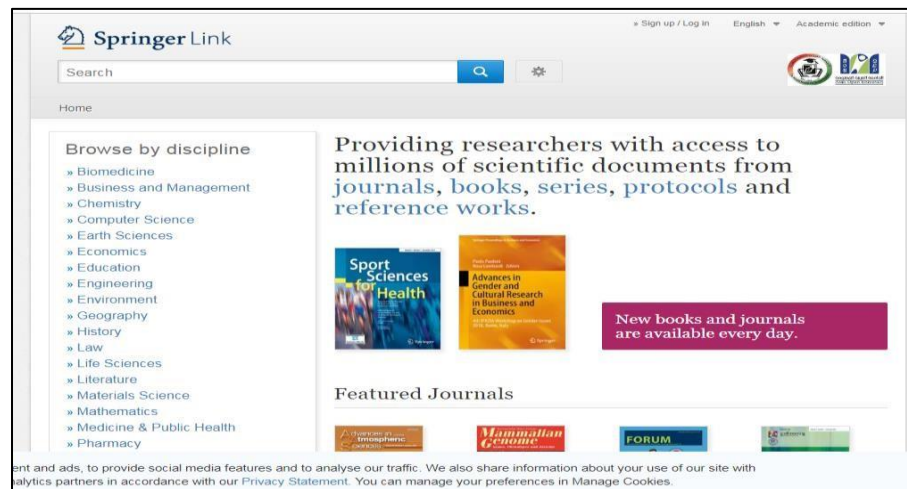
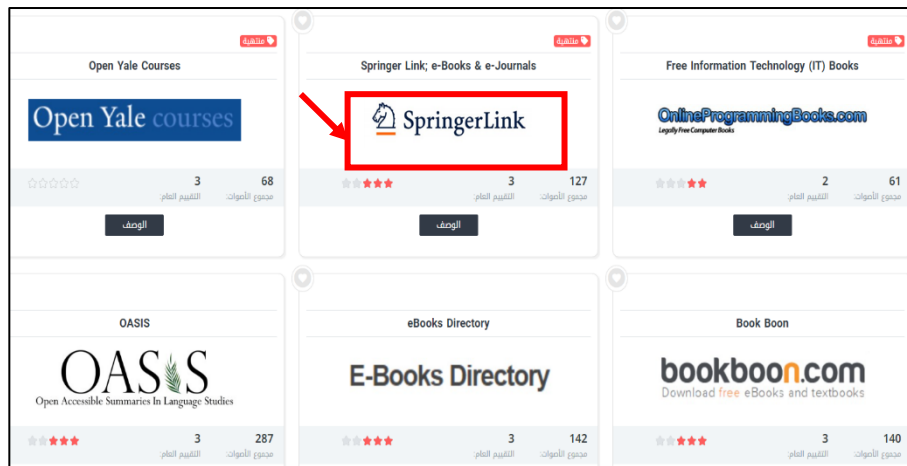
3) Create a new account.



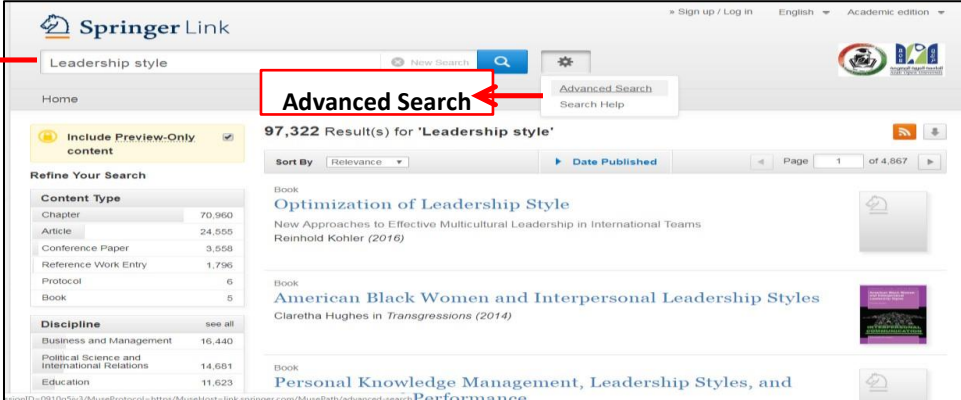
Springer Link is Springer's comprehensive online delivery platform, providing easy access to millions of STM resources. It is Providing researchers with access to millions of scientific documents from journals, books, series, protocols, and reference works. 9,292,149 resources. Access is available to:

- 3130 e-Journal. 2200 of them are in English; 1976 with Full-Text.
- 184364 e-Books. More than 100,000 are in English; 99934 will Full text.
- 40214 Protocols; 62 with Full-Text.
- 551 Reference work (handbook, Guide, Encyclopedia and Assays); 322 with Full-Text.

1) Interface:

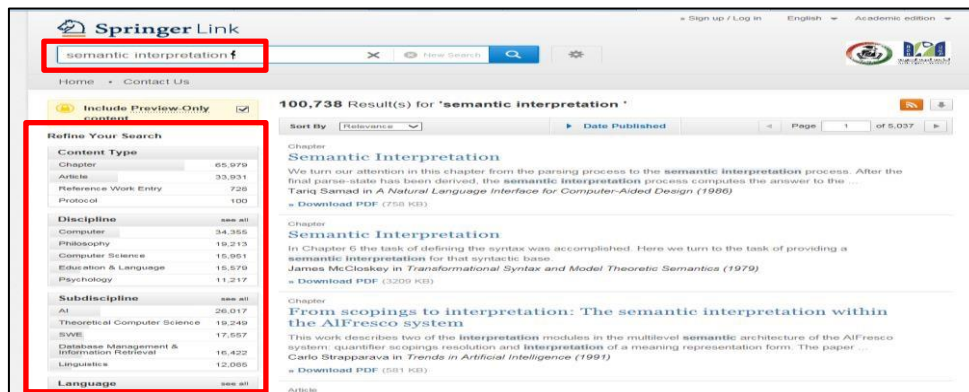


2) Search (Simple Search & Advanced Search):



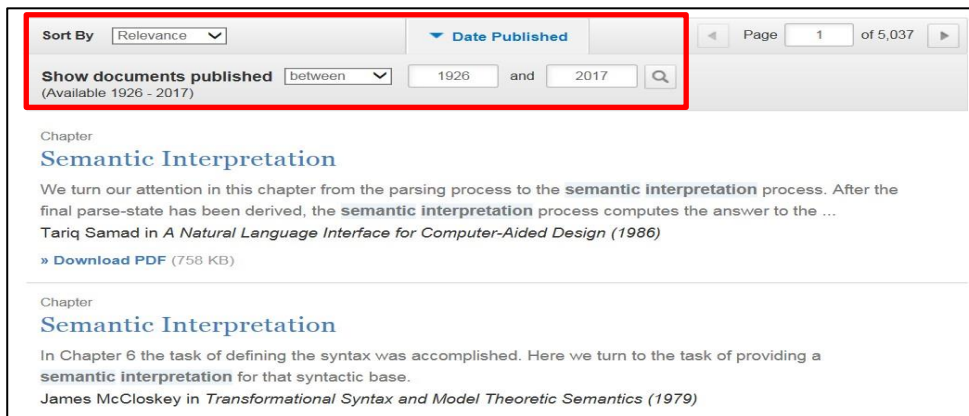
The screenshot shows the Springer Link search interface. The search term "Leadership style" is entered in the search bar. The results show 97,322 results. On the left, there is a "Refine Your Search" section with filters for Content Type and Discipline. A red box labeled "Simple Search" points to the search bar, and another red box labeled "Advanced Search" points to the "Advanced Search" button in the top right corner.

- **Simple search** Refine Your Search (*Content Type/ Discipline/Sub-discipline/Language*)



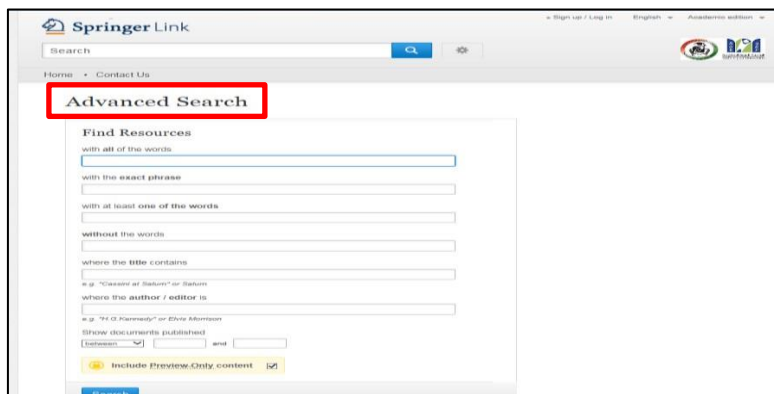
The screenshot shows the Springer Link search interface for the term "semantic interpretation". The search bar contains "semantic interpretation". The results show 100,738 results. The "Refine Your Search" section on the left is highlighted with a red box, showing filters for Content Type, Discipline, Subdiscipline, and Language. The search bar is also highlighted with a red box.

- Refine the **Date Published**.



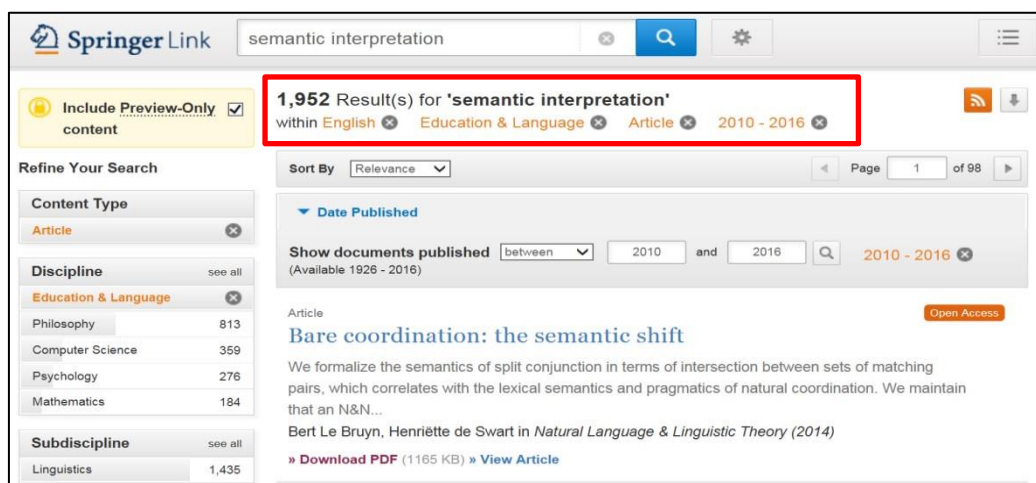
This screenshot shows the same search results as the previous one, but with the "Date Published" filter applied. The "Sort By" dropdown is set to "Date Published". Below it, the "Show documents published" section is highlighted with a red box, showing a date range filter set to "between 1926 and 2017". The search results below show two chapters related to "Semantic Interpretation".

- **Advanced Search:**



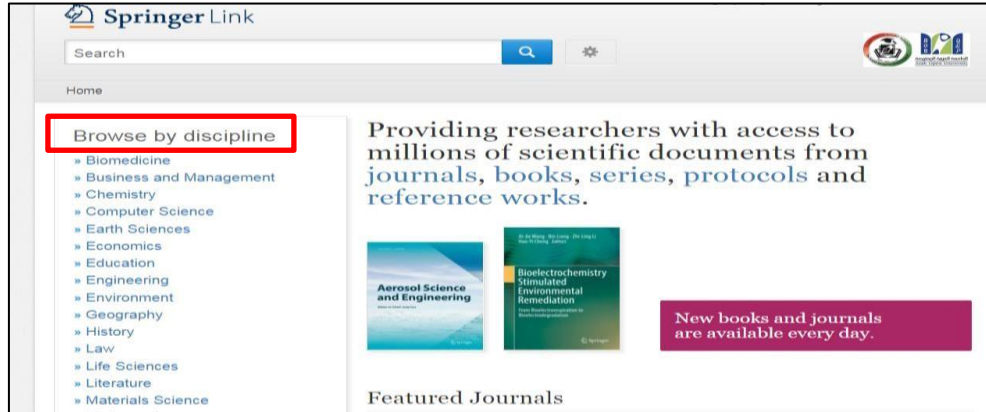
- **Removing Filters:**

Click the (x) on the right of a refinement to remove it. You can remove individual values within any of the refinement fields; however, you cannot remove the initial search terms.

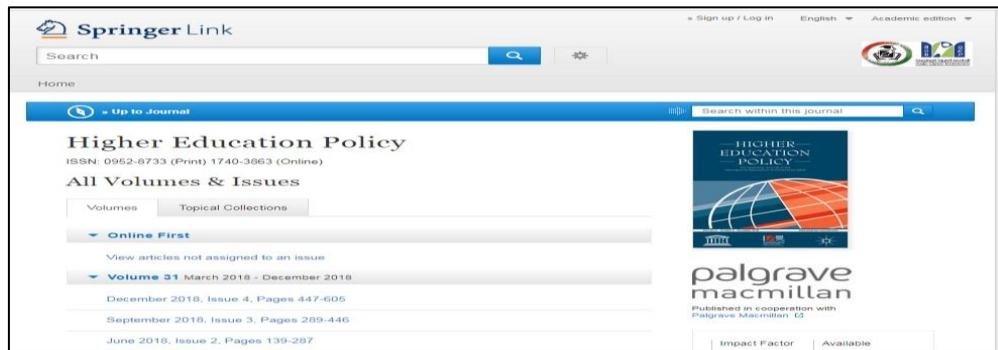


3) **Browse:**

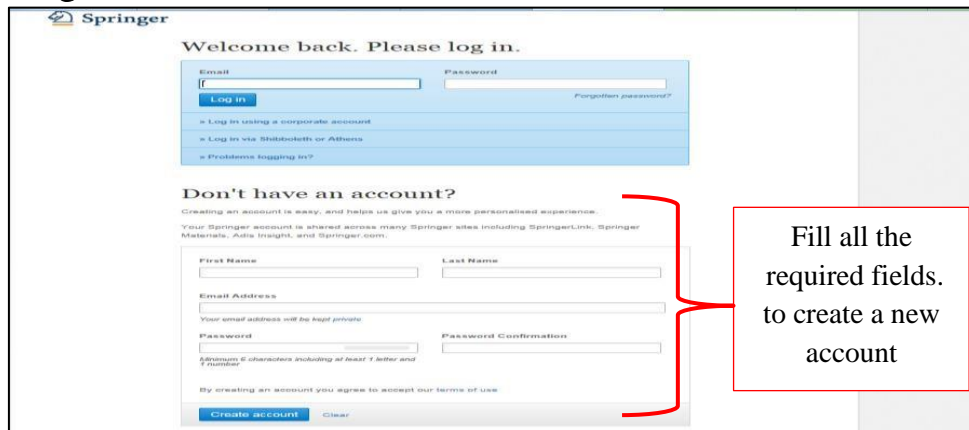
You can browse your search by subject /Discipline.



An example of (Education discipline, Journals and selected Higher Education Policy)



4) *Creating Account:*



The screenshot shows the Springer account creation form. At the top, it says 'Welcome back. Please log in.' and has fields for 'Email' and 'Password' with a 'Log in' button. Below this, there are links for 'Log in using a corporate account', 'Log in via Shibboleth or Athens', and 'Problems logging in?'. The main section is titled 'Don't have an account?' and includes a sub-header 'Creating an account is easy, and helps us give you a more personalised experience.' Below this, there are fields for 'First Name', 'Last Name', 'Email Address', 'Password', and 'Password Confirmation'. A red bracket on the right side of the form points to these fields, with a text box that says 'Fill all the required fields. to create a new account'. At the bottom, there is a 'Create account' button and a 'Clear' button.