

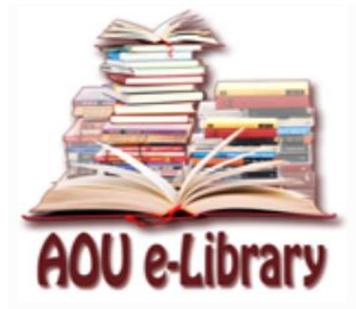


LRC

Aou_ Oman

2018/2019

AOU E-library Tutorial



Done by:

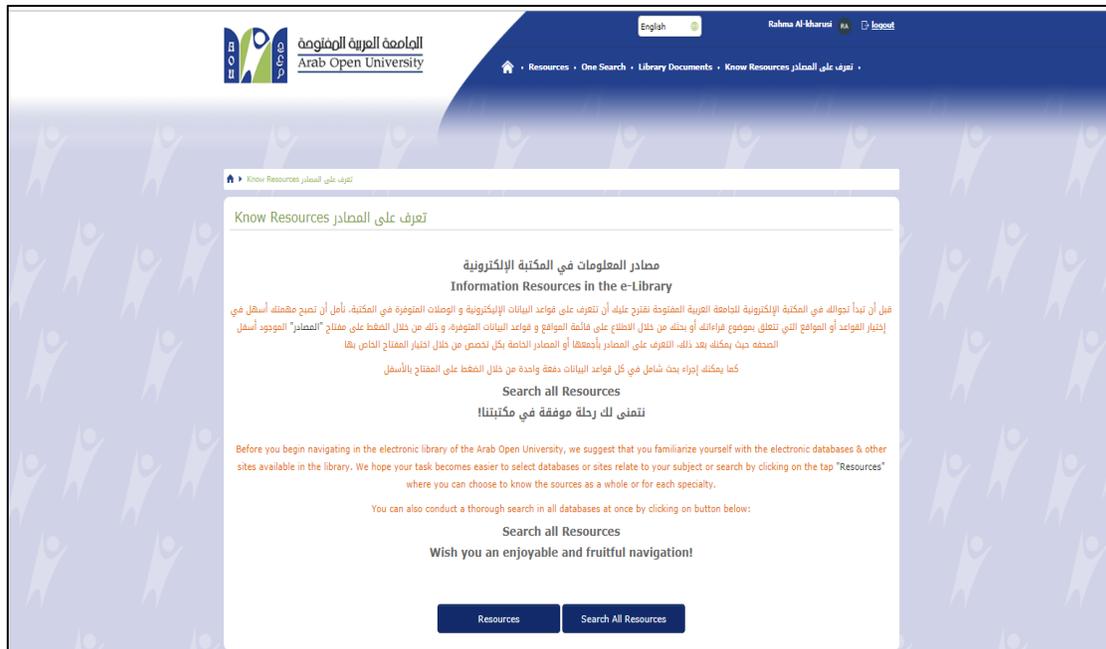
Learning Resource Center Team

Arab Open University- Oman

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:

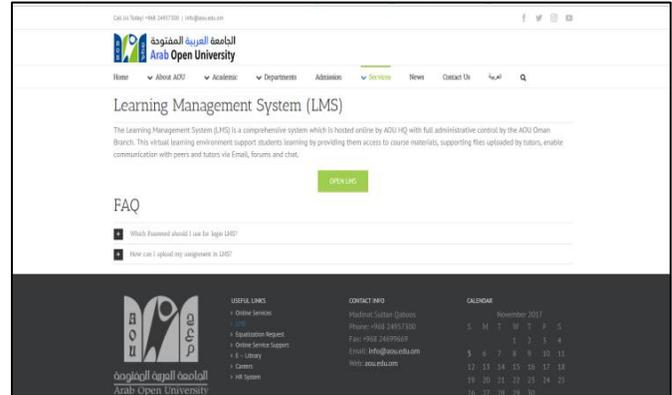
- 1) EBSCO
- 2) ProQuest Central
- 3) Springer
- 4) Oxford University Press
- 5) EduSearch دار المنظومة
- 6) ALMANHAL المنهل



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

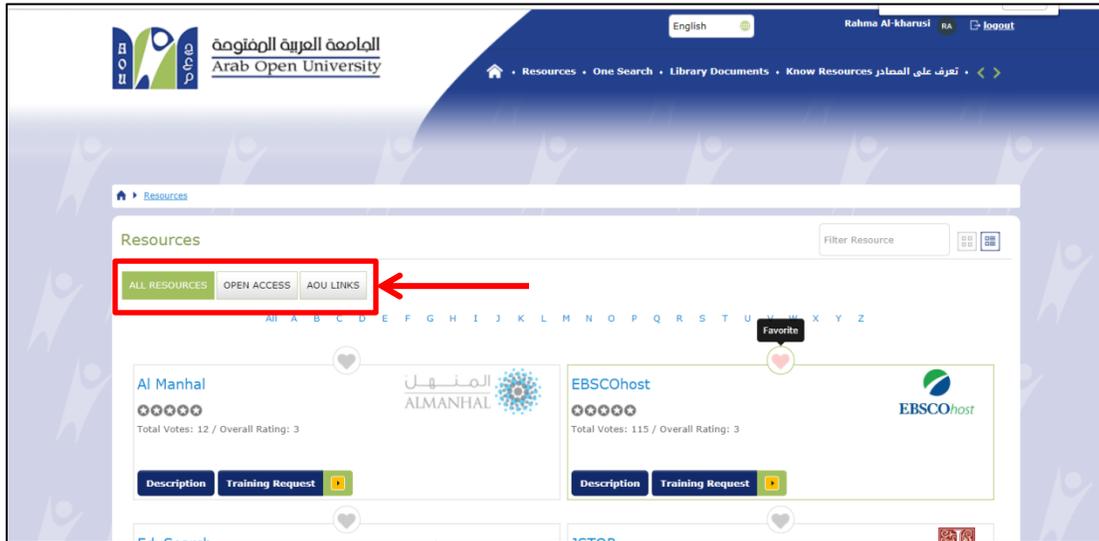


الواجهة الرئيسية للمكتبة الإلكترونية
E-Library Interface



How to search in E-Resources

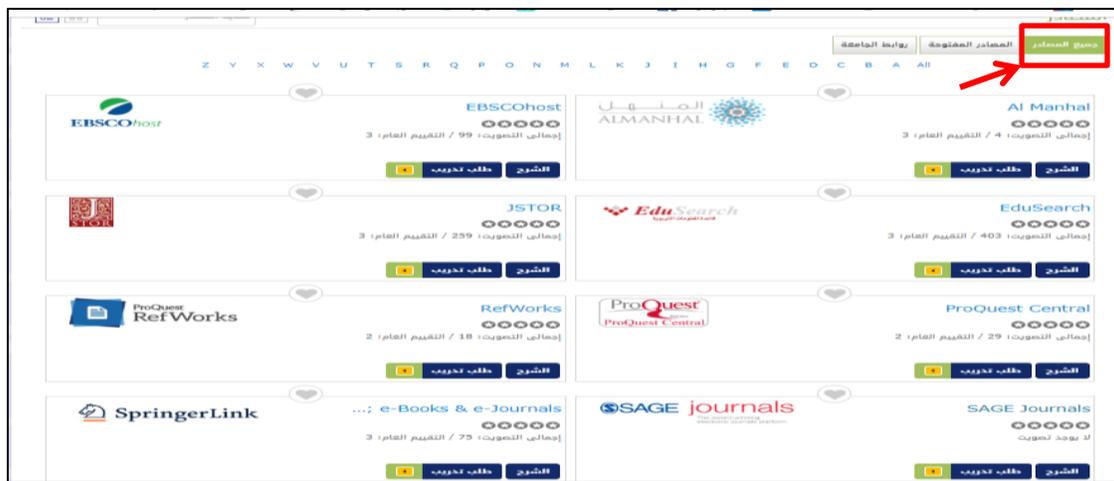
طريقة البحث في المصادر الإلكترونية



: Search in all sources

(1) البحث في جميع المصادر

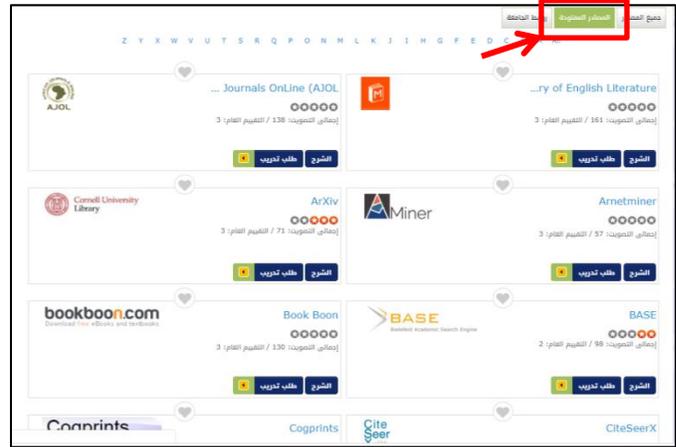
To search in all databases which are the Arab Open University subscribed in such as: EBSCO, ProQuest Central, Springer, EduSearch, ALMANHAL, JSTOR, and SAGE JOURNALS.



: Search in Open Access Sources

(2) البحث في المصادر المفتوحة

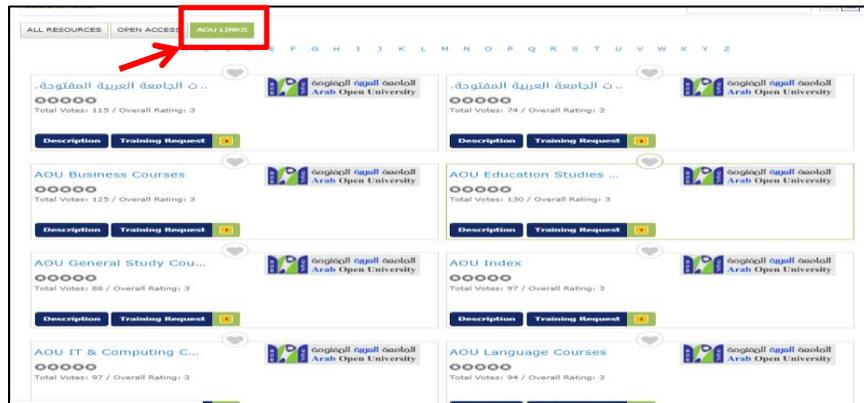
To Search in the open access sources which are include different scientific websites, journals, and books. Most of these sources are available for students for free to download and browse such as: OXFORD ENGLISH DICTIONARY, ERIC, DOAJ, ELSEVIER, ETC.



: Search in AOU Links

(3) 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 researches, Aou Conferences, Aou video courses in different subjects (Business, IT, English Language, and General studies courses).



How to search in databases?

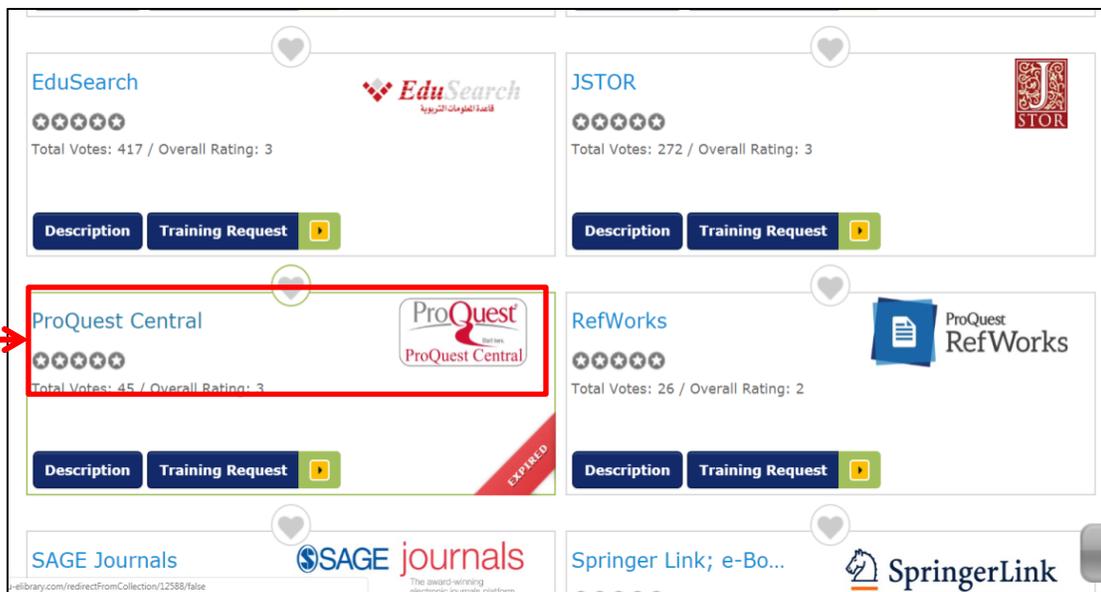
There are some examples of using and searching the databases:

- 1) *ProQuest Central*
- 2) *EBSCOHost*
- 3) *Springer Link (E-Books & E-Journals)*

ProQuest Central



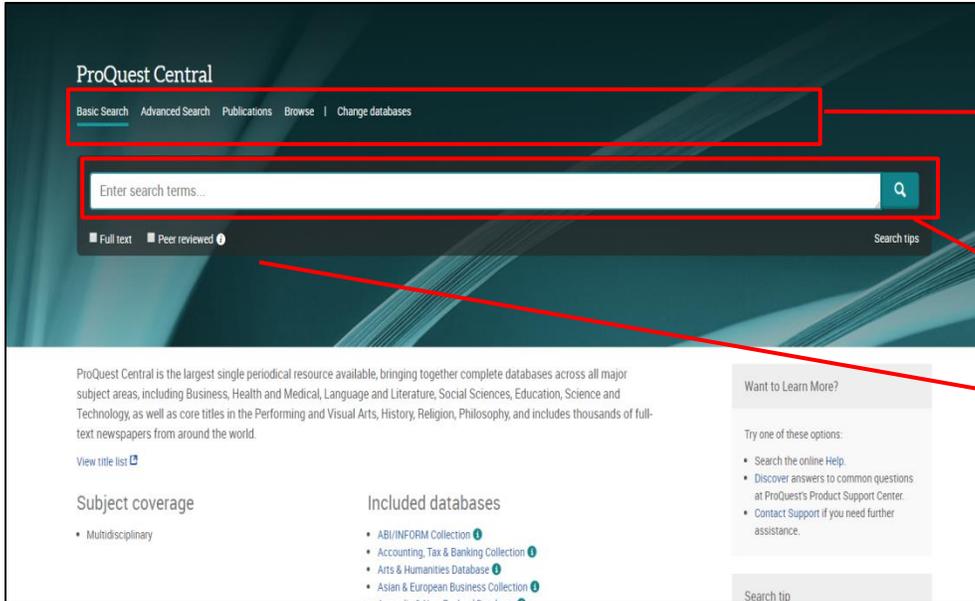
ProQuest Central is the largest single periodical resource available, bringing together complete databases across all major subject areas, including Business, Health and Medical, Language and Literature, Social Sciences, Education, Science and Technology, as well as core titles in the Performing and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



The screenshot displays a grid of database options. Each option includes a logo, a star rating, and a 'Total Votes / Overall Rating' summary. Below each option are buttons for 'Description' and 'Training Request'. A red box highlights the 'ProQuest Central' entry, and a red arrow points to it from the left. A red banner with the word 'EXPIRED' is visible at the bottom right of the ProQuest Central entry.

Database Name	Rating (Stars)	Total Votes / Overall Rating
EduSearch	★★★★★	417 / 3
JSTOR	★★★★★	272 / 3
ProQuest Central	★★★★★	45 / 3
RefWorks	★★★★★	26 / 2
SAGE Journals	★★★★★	-
Springer Link; e-Bo...	★★★★★	-

1) ProQuest Interface:



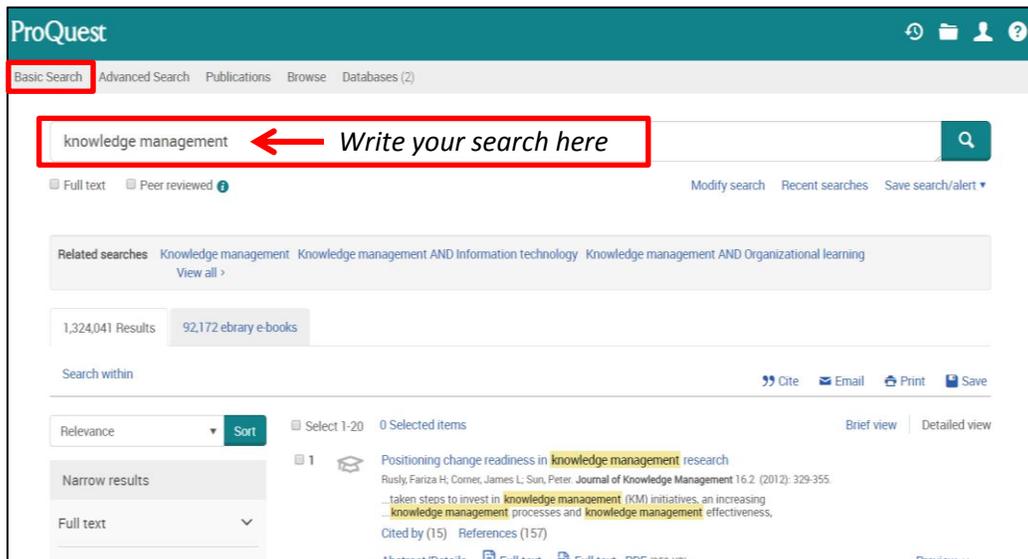
Define the type of search:
Basic search/Advanced Search/
Publications/ Browse

Write your search subject here.

Define your search results: Full text or peer reviewed

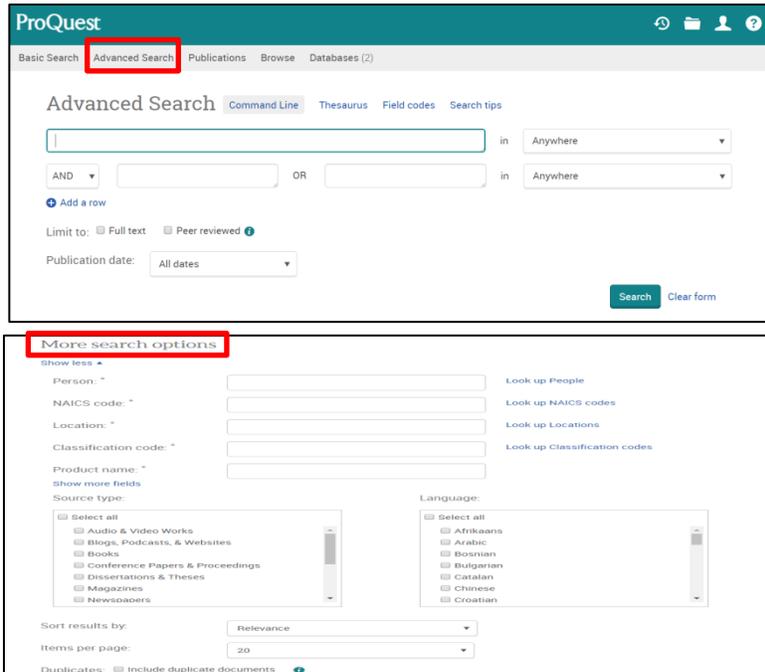
2) searching:

a. Basic Search:



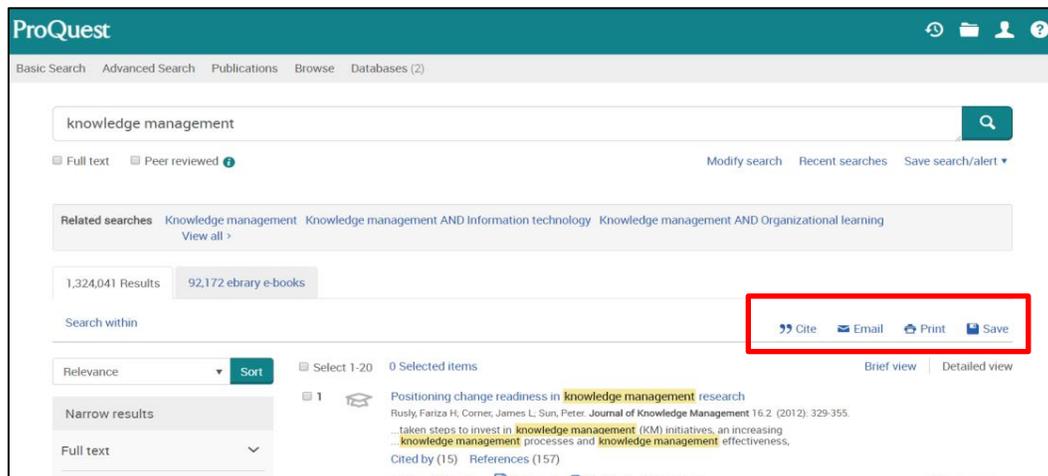
b. Advanced search:

You can limit your research by using the [Advanced Search](#) icon from the above side of database.

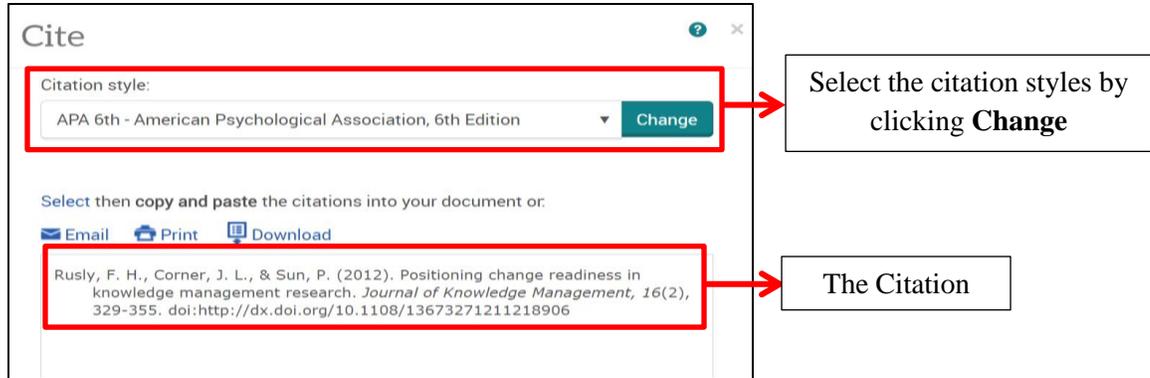


❖ More Options:

Select one of the following options:



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



Cite

Citation style:
APA 6th - American Psychological Association, 6th Edition Change

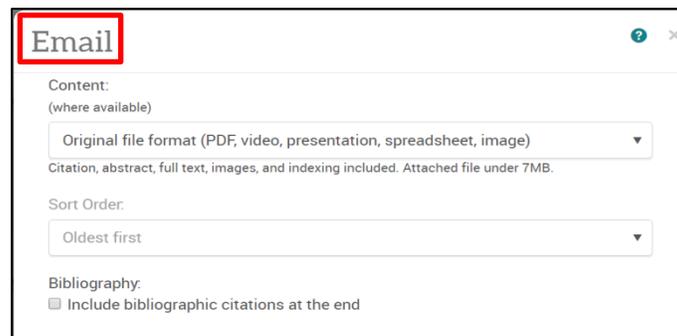
Select then **copy and paste** the citations into your document or:
[Email](#) [Print](#) [Download](#)

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

Select the citation styles by clicking **Change**

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.



Email

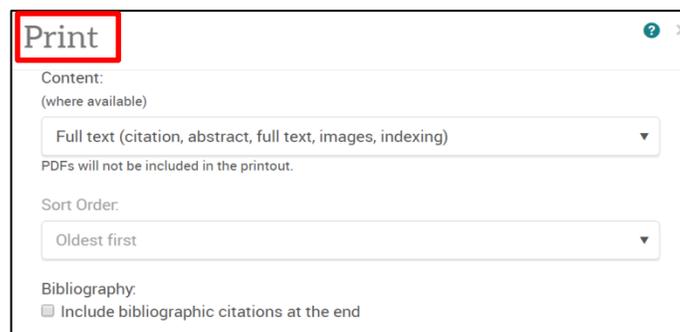
Content:
(where available)
Original file format (PDF, video, presentation, spreadsheet, image)

Citation, abstract, full text, images, and indexing included. Attached file under 7MB.

Sort Order:
Oldest first

Bibliography:
 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.



Print

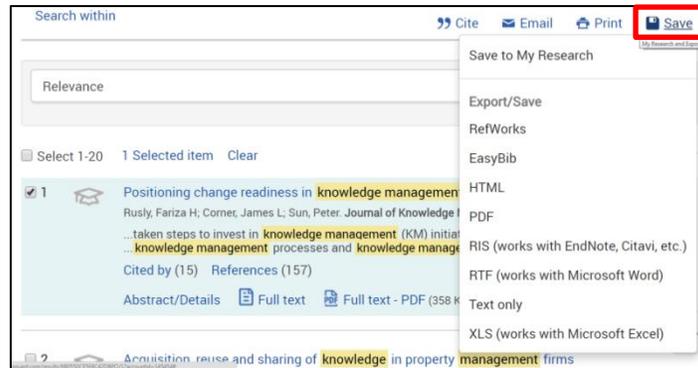
Content:
(where available)
Full text (citation, abstract, full text, images, indexing)

PDFs will not be included in the printout.

Sort Order:
Oldest first

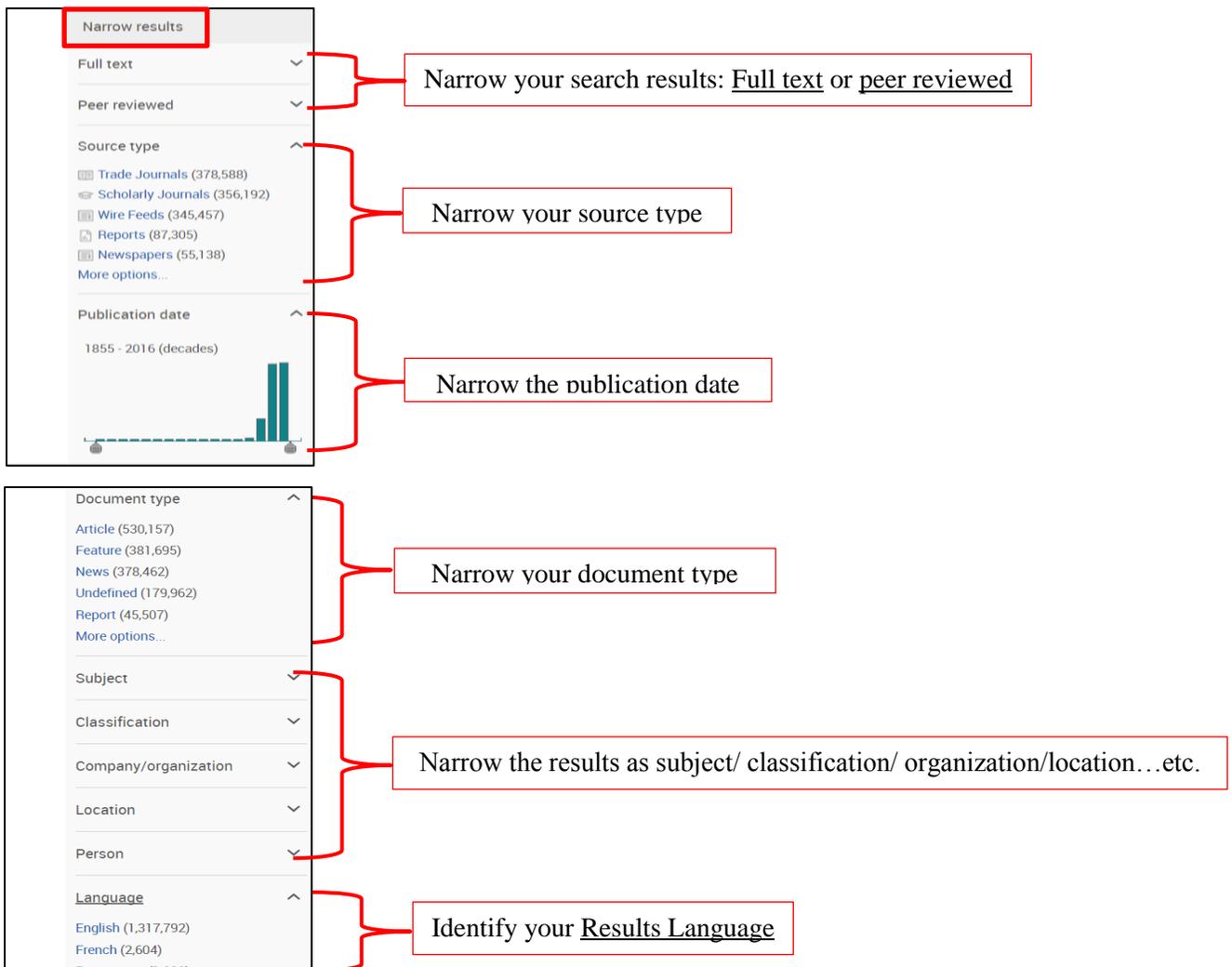
Bibliography:
 Include bibliographic citations at the end

➤ **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 at 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)

Narrow your search results: Full text or peer reviewed

Narrow your source type

Narrow the publication date

- 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 (1,930)

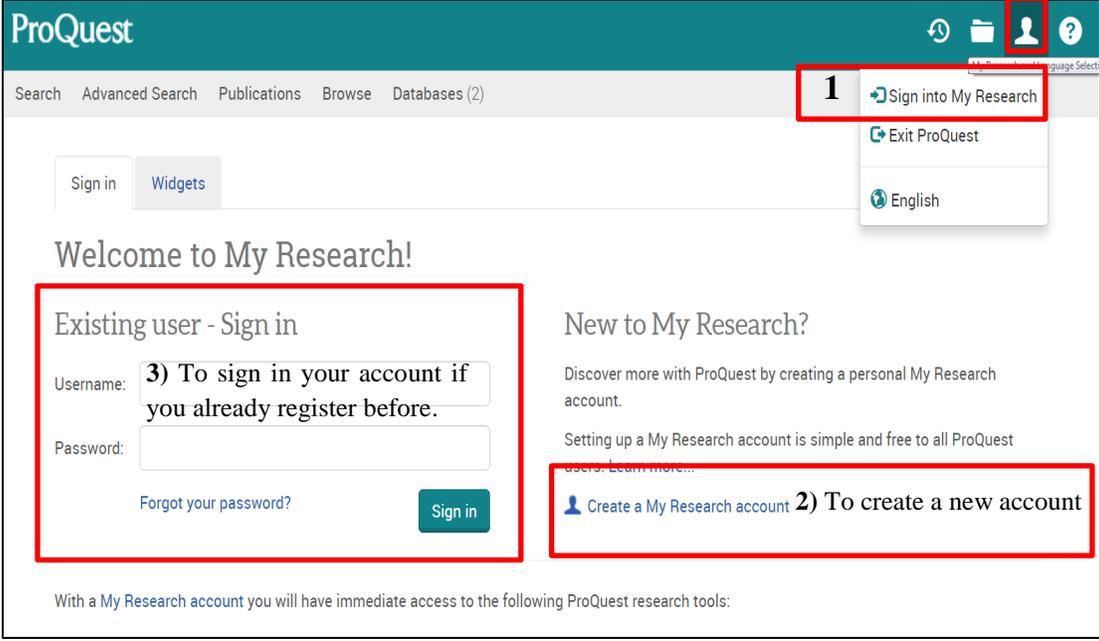
Narrow your document type

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 and the number '1'. A dropdown menu is open, showing options: 'Sign into My Research', 'Exit ProQuest', and 'English'. Below the navigation bar, there are 'Sign in' and 'Widgets' buttons. The main heading is 'Welcome to My Research!'. There are two main sections: 'Existing user - Sign in' and 'New to My Research?'. The 'Existing user - Sign in' section has a red box around it and contains a 'Username:' field with the text '3) To sign in your account if you already register before.', a 'Password:' field, a 'Forgot your password?' link, and a 'Sign in' button. The 'New to My Research?' section has a red box around it and contains the text 'Discover more with ProQuest by creating a personal My Research account.' and 'Setting up a My Research account is simple and free to all ProQuest users. Learn more...'. Below this, there is a link 'Create a My Research account' with the text '2) To create a new account' next to it.

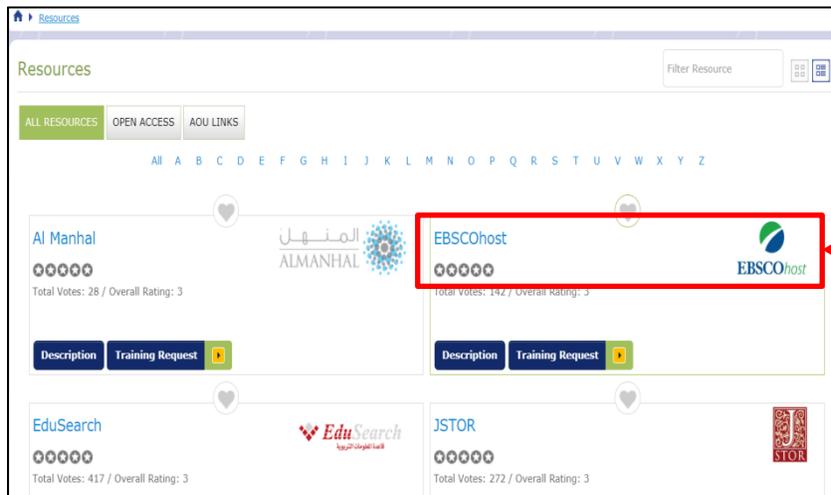
EBSCOHost



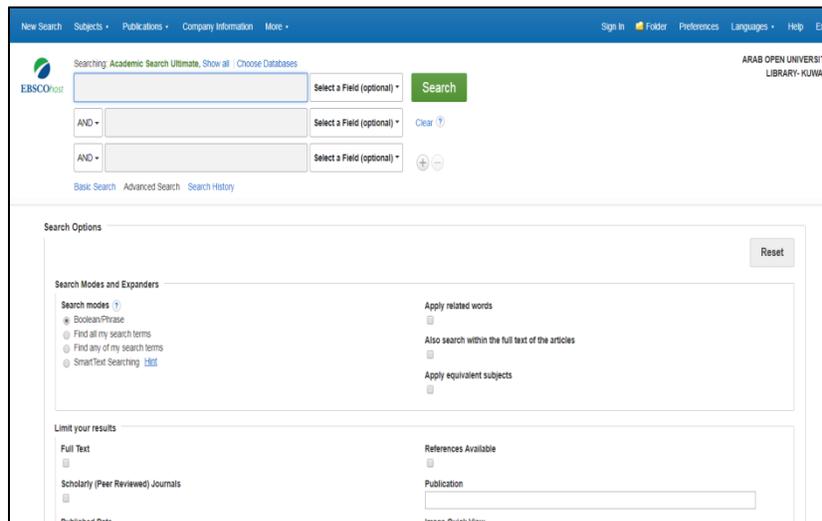
EBSCOhost Databases and discovery technologies are the most-used, premium online information resources for tens of thousands of institutions worldwide, representing millions of end-users.

1) Login to database:

- Log in to EBSCOHost database.



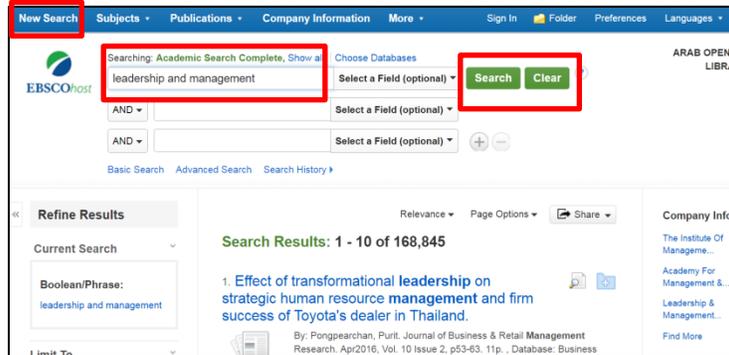
The screenshot shows the 'Resources' page on the EBSCOHost website. It features a navigation bar with 'ALL RESOURCES', 'OPEN ACCESS', and 'AOU LINKS'. Below this is an alphabetical index from A to Z. The main content area displays several database cards. The 'EBSCOhost' card is highlighted with a red box and a red arrow pointing to it from the right. The card shows the EBSCOhost logo, a 5-star rating, and the text 'Total Votes: 142 / Overall Rating: 3'. Below the card are buttons for 'Description' and 'Training Request'.



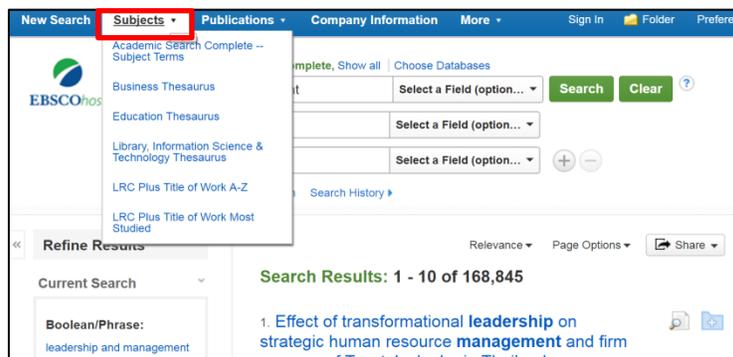
The screenshot shows the EBSCOHost search interface. At the top, there is a navigation bar with 'New Search', 'Subjects', 'Publications', 'Company Information', and 'More'. On the right, there are links for 'Sign In', 'Folder', 'Preferences', 'Languages', and 'Help'. The main search area includes a search box with the text 'Searching Academic Search Ultimate, Show all Choose Databases', a 'Search' button, and three 'AND' search boxes. Below the search area is a 'Search Options' section with a 'Reset' button. The 'Search Modes and Expanders' section includes options for 'Search modes' (Booklist/Phrase, Find all my search terms, Find any of my search terms, SmartText Searching) and 'Apply related words'. The 'Limit your results' section includes options for 'Full Text', 'Scholarly (Peer Reviewed) Journals', 'Published Date', 'References Available', and 'Publication'.

2) Searching:

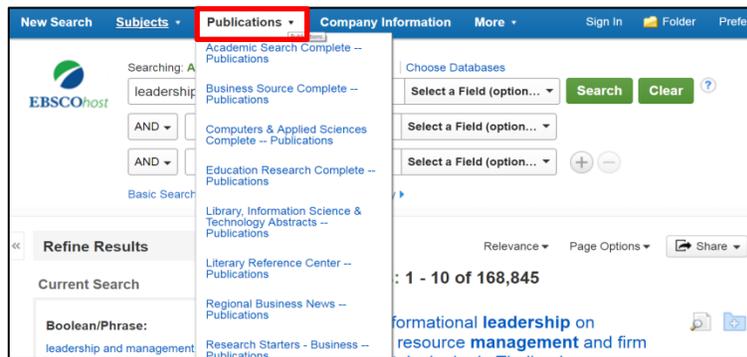
a. simple search



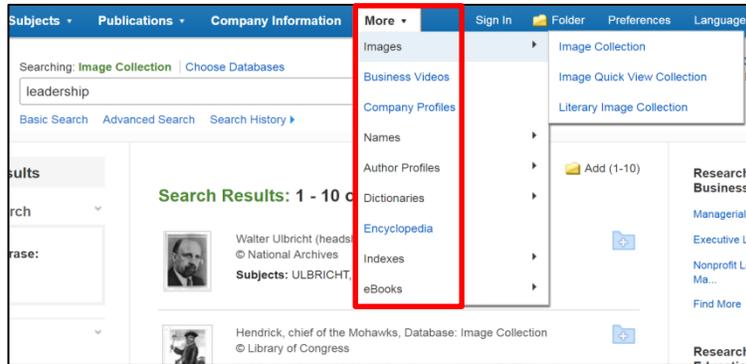
b. Search by subjects:



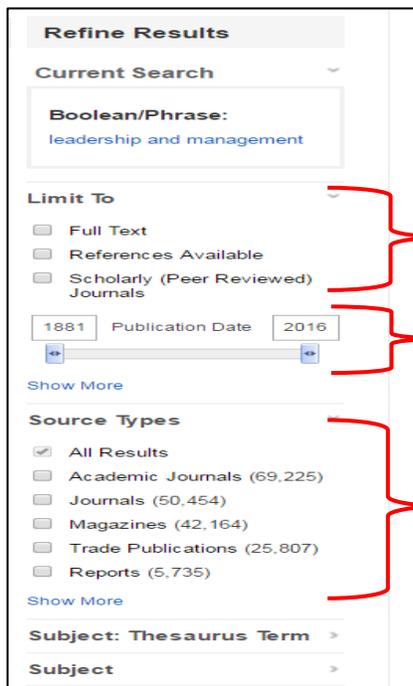
c. Search by Publications:



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



3) Refining Results:

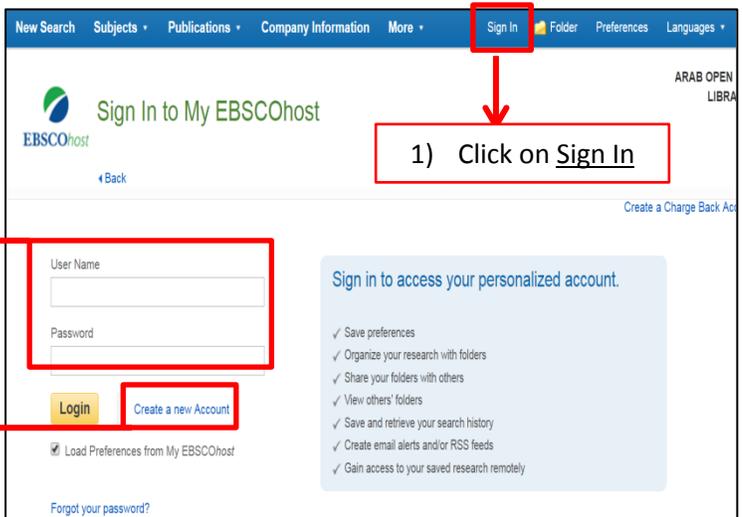


Limit your search to: **Full text/ Reference/Peer reviewed journals**

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

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

4) *Creating a new account in EBSCOhost:*



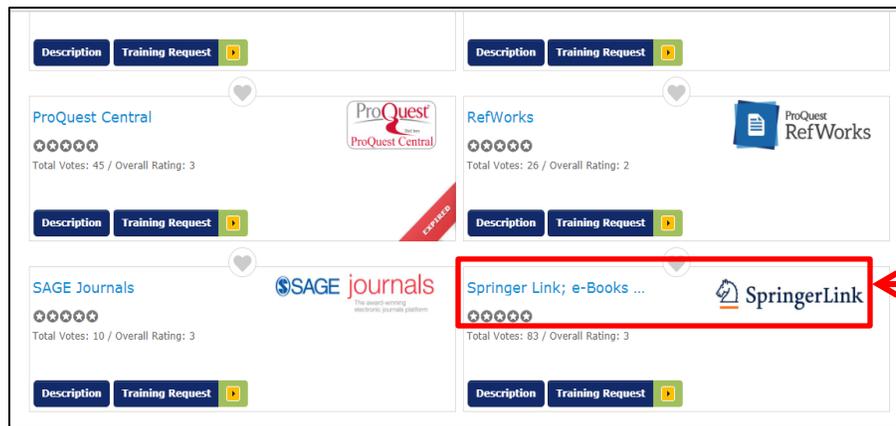
The screenshot shows the EBSCOhost login page. A navigation bar at the top includes links for 'New Search', 'Subjects', 'Publications', 'Company Information', 'More', 'Sign In', 'Folder', 'Preferences', and 'Languages'. The 'Sign In' link is highlighted with a red box and an arrow pointing to a text box that says '1) Click on Sign In'. Below the navigation bar, the page title is 'Sign In to My EBSCOhost'. A 'Back' link is visible. The main content area features a 'User Name' and 'Password' input field, both highlighted with a red box and an arrow pointing to a text box that says '2) To sign in your account if you already register before'. Below the input fields are 'Login' and 'Create a new Account' buttons. The 'Create a new Account' button is highlighted with a red box and an arrow pointing to a text box that says '3) Create a new account'. To the right of the input fields, there is a section titled 'Sign in to access your personalized account.' with a list of benefits: 'Save preferences', 'Organize your research with folders', 'Share your folders with others', 'View others' folders', 'Save and retrieve your search history', 'Create email alerts and/or RSS feeds', and 'Gain access to your saved research remotely'. At the bottom left, there is a 'Forgot your password?' link.



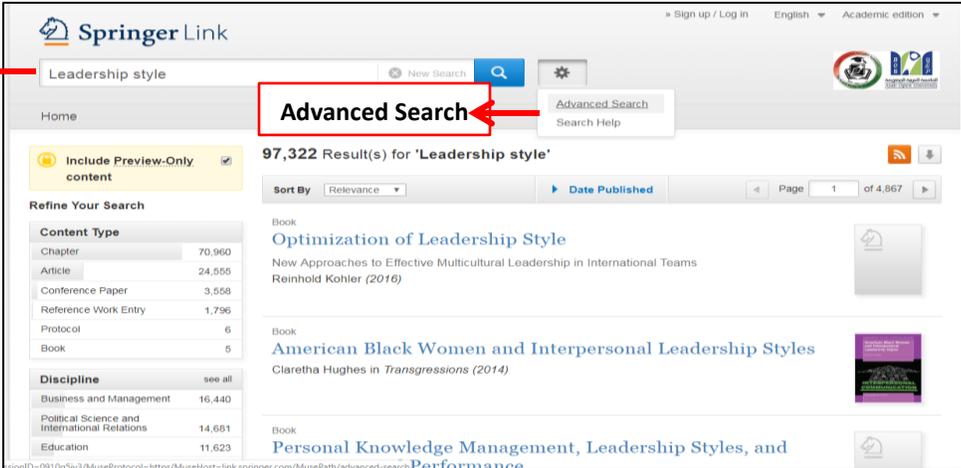
Springer Link is Springer's comprehensive online delivery platform, providing easy access to millions of STM resources. It is Providing researchers with access to millions of scientific documents from journals, books, series, protocols and reference works. 9,292,149 resources. Access are available to:

- 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:

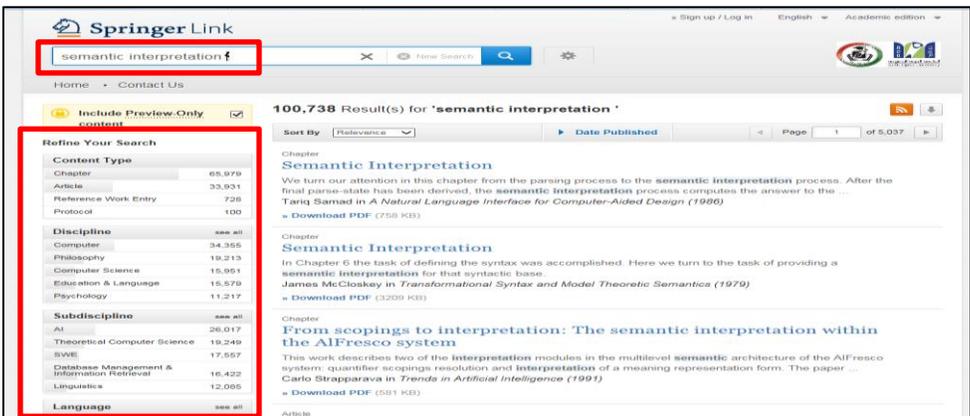


2) Search (Simple Search & Advanced Search):



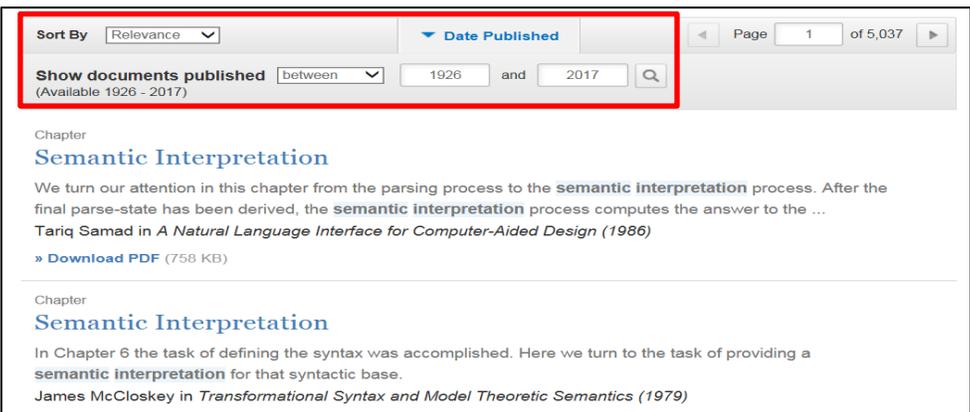
The screenshot shows the Springer Link search interface. The search term "Leadership style" is entered in the search bar. A red box labeled "Simple Search" points to the search bar. Another red box labeled "Advanced Search" points to the "Advanced Search" button in the top right corner. The search results show 97,322 results. The left sidebar contains filters for Content Type and Discipline. The main results list includes books like "Optimization of Leadership Style" and "American Black Women and Interpersonal Leadership Styles".

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



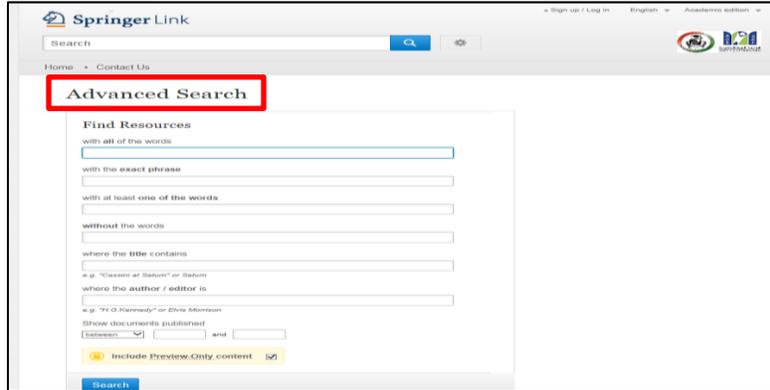
The screenshot shows the Springer Link search interface with the search term "semantic interpretation". The search bar and the "Refine Your Search" sidebar are highlighted with red boxes. The sidebar shows filters for Content Type, Discipline, Subdiscipline, and Language. The main results list shows 100,738 results. The first result is a chapter titled "Semantic Interpretation" by Tariq Samad.

- Refine the **Date Published**:



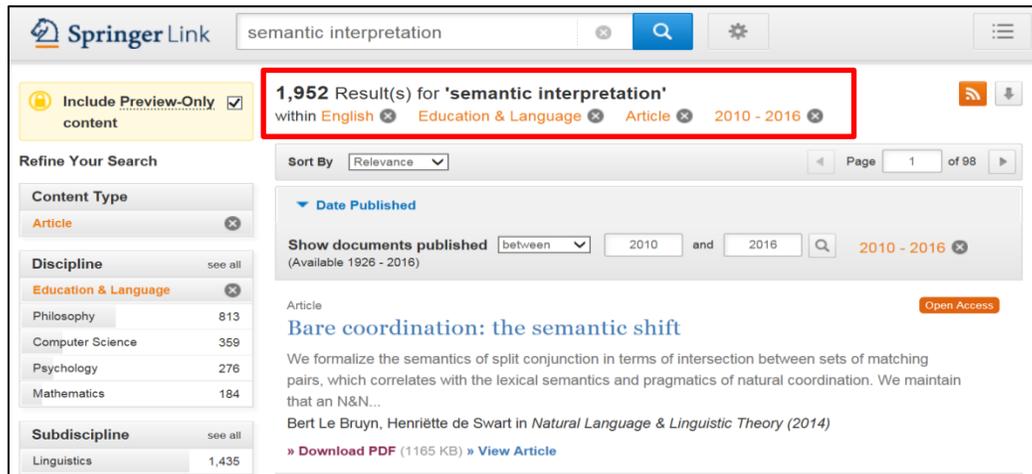
The screenshot shows the Springer Link search interface with the search term "semantic interpretation". The "Date Published" filter is highlighted with a red box. The filter is set to "between" 1926 and 2017. The main results list shows 5,037 results. The first result is a chapter titled "Semantic Interpretation" by Tariq Samad.

- **Advanced Search:**



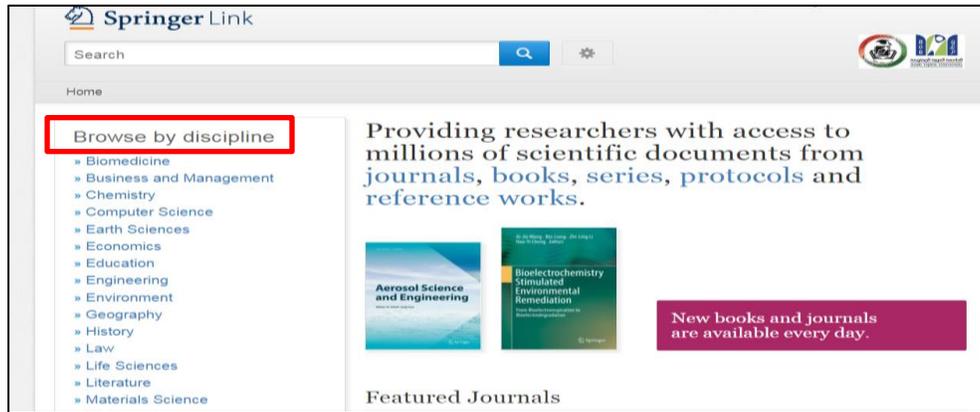
- **Removing Filters:**

Click the (x) in 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.

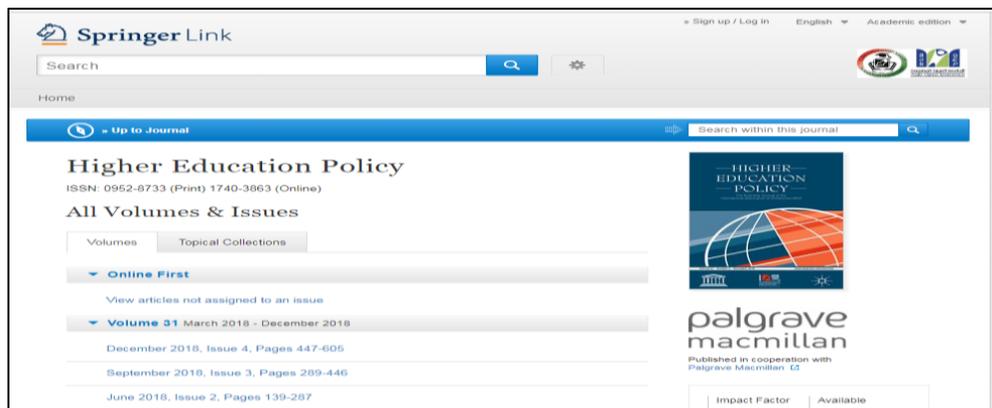


3) Browse:

You can browse your search by subject /Discipline



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



4) Creating Account:

