

Accessing ebooks

Guidelines for users

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Introduction

The purpose of these guidelines is to support students, academics and administrative staff who have a registered UM IT account and intend to use ebooks for research and studies.

The Library's mission is to support the University's teaching and research programmes by providing adequate scholarly information resources, emerging technologies and user support services. To attain its objectives, the Library recognises the need to provide ebooks which can be accessed remotely from various devices on a 24/7 basis. Depending on publishers' licensing terms and conditions, ebooks can also be accessed simultaneously by various users.

All ebooks made available by the Library can be retrieved via the Library's discovery and delivery portal - HyDi.

Retrieving ebooks via HyDi

To retrieve and consult ebooks, the following procedure must be followed:

1. Sign in to www.um.edu.mt/library using your UM IT account.
2. Run a search by typing in the Title, Author or Keywords in the search box. It is recommended to search **All Resources**.

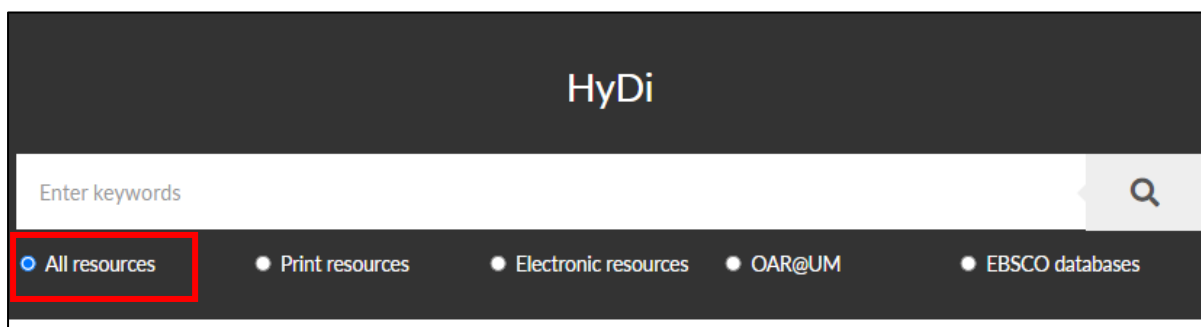


Figure 1: HyDi search box

3. The search results will retrieve all matching results in the Library's collection, including print books, ebooks, journal articles, dissertations, etc.

4. If you are interested in consulting ebooks, select the **Books** option in the right-hand filtering menu under **Resource Type**. This will yield results for both print and ebooks.

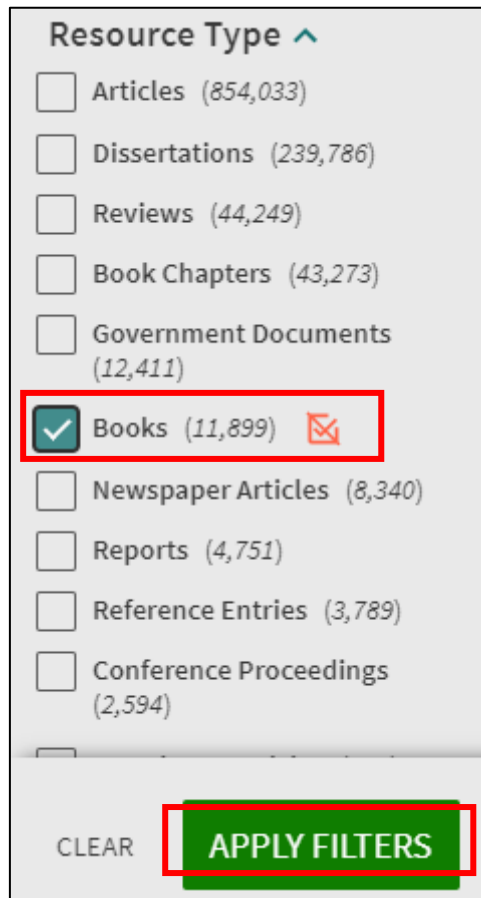


Figure 2: Filter by Resource Type

5. **Online Access** or **Full Text Available** denotes that this particular item is an ebook licensed by the Library. To access the ebook, click on the link provided.

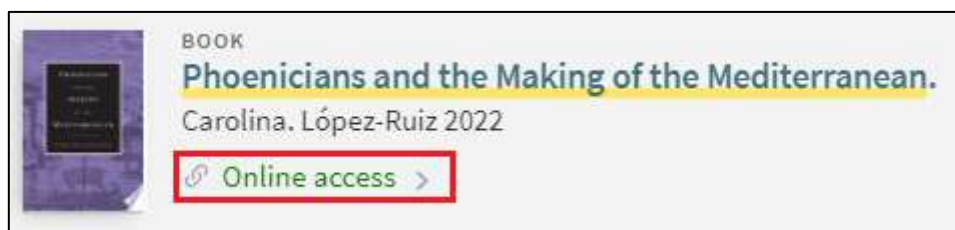


Figure 3: Ebook licensed by the Library

- You will then be directed to a page that shows the option/s for viewing the ebook.

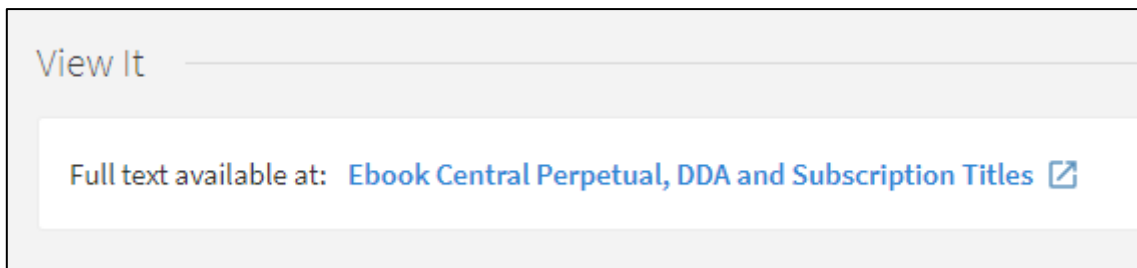


Figure 4: Retrieving the full text of an ebook

- Click on the link provided to access the full text of the ebook. The publisher's page will show the access models available for that particular ebook. A few examples of availability from different platforms are provided:

Example 1: ProQuest Ebook Central

In the example shown below, the ebook is being provided by ProQuest Ebook Central and the Library has unlimited access to this particular ebook which can be read online or downloaded on your device.

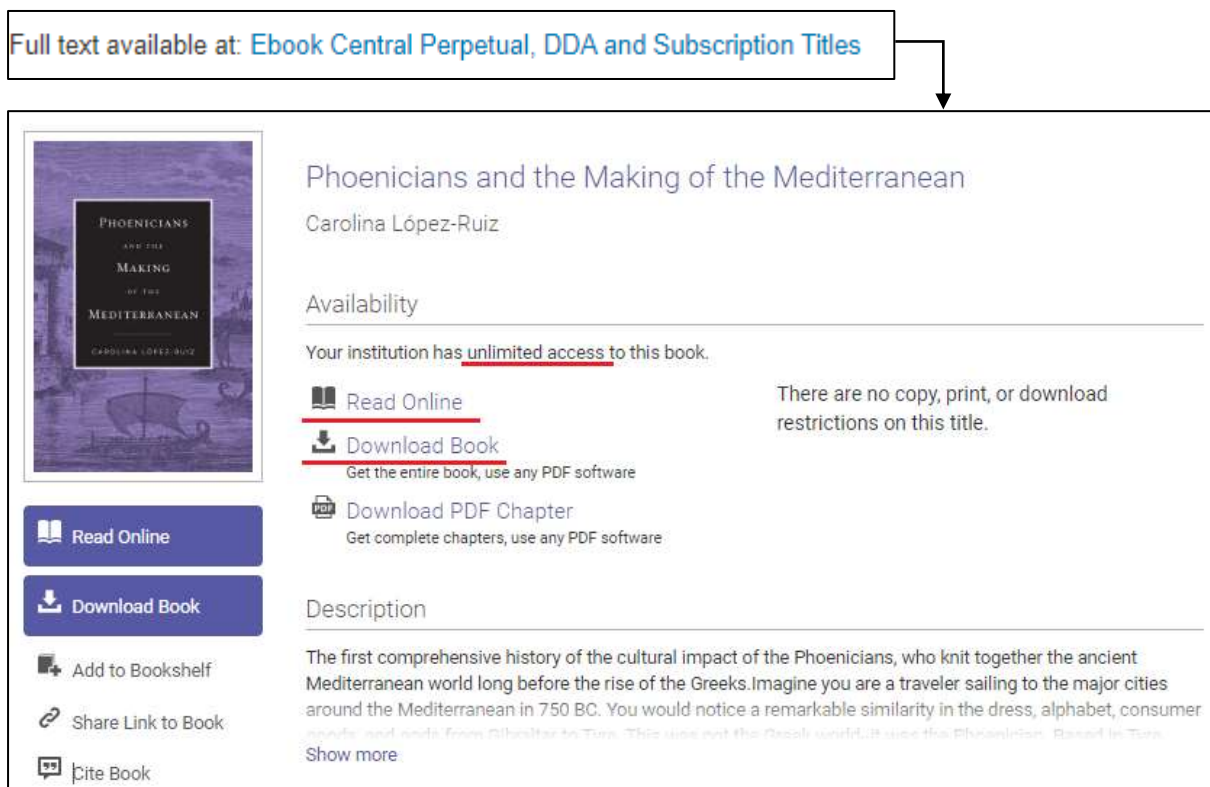

A screenshot of a ProQuest Ebook Central page. At the top, a box contains the text 'Full text available at: Ebook Central Perpetual, DDA and Subscription Titles' with an external link icon. An arrow points from this box to the main content area. The main content area features a book cover for 'Phoenicians and the Making of the Mediterranean' by Carolina López-Ruiz. Below the cover, the title and author are displayed. The 'Availability' section states 'Your institution has unlimited access to this book.' and lists three options: 'Read Online', 'Download Book' (with a sub-note 'Get the entire book, use any PDF software'), and 'Download PDF Chapter' (with a sub-note 'Get complete chapters, use any PDF software'). A note on the right says 'There are no copy, print, or download restrictions on this title.' The 'Description' section begins with 'The first comprehensive history of the cultural impact of the Phoenicians, who knit together the ancient Mediterranean world long before the rise of the Greeks...' and includes a 'Show more' link. On the left side, there are buttons for 'Read Online', 'Download Book', 'Add to Bookshelf', 'Share Link to Book', and 'Cite Book'.

Figure 5: Availability and accessibility model – ProQuest Ebook Central

Example 2: Taylor & Francis

In the example shown below, the ebook is being provided by Taylor & Francis and the Library has unlimited access to this particular ebook. In this case, access requires the downloading of each chapter individually.

Full text available at: [Taylor & Francis](#)
Public notes:
Unlimited Access



Book

Katie Mitchell

Beautiful Illogical Acts

By Benjamin Fowler

Edition	1st Edition
First Published	2020
eBook Published	31 December 2020
Pub. Location	London
Imprint	Routledge
DOI	https://doi.org_ejournals.um.edu.my/10.4324/9781315113572
Pages	278
eBook ISBN	9781315112572
Subjects	Arts

ABSTRACT

Katie Mitchell: Beautiful Illogical Acts offers the first comprehensive study of Britain's most internationally recognised, influential, and controversial theatre director. It examines Mitchell's innovations in fourth-wall realism, opera, and Live Cinema across major British and European institutions, bringing three decades of practice vividly to life. Informed by first-hand rehearsal observations and in-depth conversations with the director and her collaborators, Fowler investigates the intense and immersive qualities of Mitchell's distinctive theatrical realism and challenges mainstream narratives about realism as a defunct or inherently conservative genre. He explores Mitchell's theatre—and its often polarised reception—to question familiar assumptions governing contemporary performance criticism, including common binaries that pit realism against radical experimentation, auteurs against texts, feminists against Naturalism, and Britain against Europe. By examining a career trajectory that intersects with huge cultural change, Fowler places Mitchell at the centre of urgent contemporary debates about cultural transformation and its genuinely inclusive potential. This is an essential book for those interested in Katie Mitchell, British theatre, directing, the transformative power of realism and feminism in contemporary theatre practice, and challenges to hierarchical distributions of power inside the mainstream.

TABLE OF CONTENTS

Chapter | 19 pages

- Introduction
- Abstract

DOWNLOAD
Size: 0.13 MB

Figure 6: Availability and accessibility model – Taylor & Francis

Access models and Digital Rights Management (DRM)

1. Digital rights management (DRM) is a means to protect copyright for digital material. Ebooks can be accessed according to specific access models specified by the publishers. This approach includes the use of technologies that limit the copying and use of works having a copyright.
2. The prominent access models include:
 - *DRM-free*: ebook can be downloaded and kept in perpetuity
 - *Single-user license*: ebook is only available to view online for a specific time-window
 - *Multiple-user license*: ebook is available to a specific number of users at any time and for a limited period
 - *DRM-protected*: ebook cannot be downloaded and kept in perpetuity - it can be borrowed for a limited time period, depending on the licence of the ebook

Accessing DRM-protected ebooks

Ebooks are hosted on different service providers' platforms, thus access to ebooks might vary from one platform to another. DRM-protected ebooks are provided by ProQuest Ebook Central platform. Accessing and downloading these DRM-protected ebooks will require you to create a ProQuest Ebook Central Account. This will be further explained in the next section.

- *Creating a ProQuest Ebook Central Account*

ProQuest Ebook Central offers flexible options for downloading content. You may **Read Online** or **Download** the full text of the ebooks when the **Download** option is available.

To download ebooks for offline access, you will first need to install [Adobe Digital Editions](#) - a free software that allows you to 'borrow' ebooks.

- **Borrowing DRM-protected ebooks**

To access DRM-protected ebooks, the following procedure must be followed:

1. DRM-protected ebooks are provided by ProQuest Ebook Central. Fig. 7 shows an example of an ebook that is available through the ProQuest platform:

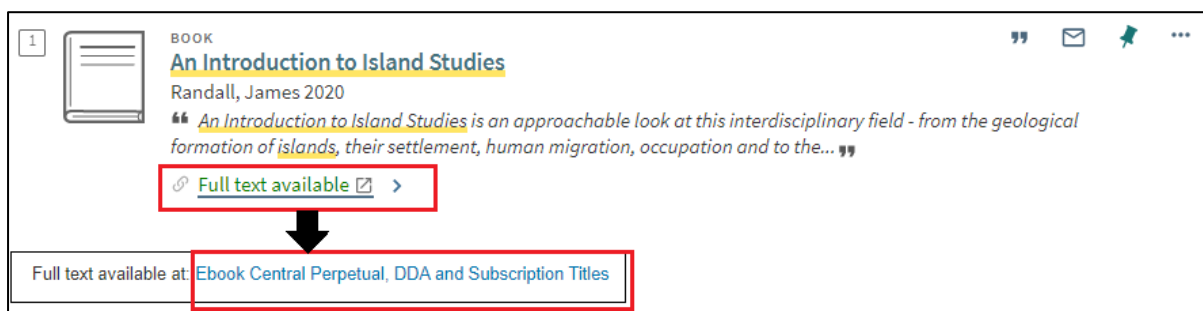


Figure 7: Example of ebook available on ProQuest platform

2. Clicking on **Ebook Central Perpetual...** will display the availability and access model of that particular ebook. As shown in Fig. 8, the Library has access to 3 copies of the ebook. You may read the ebook online or download the ebook for a limited time-period.

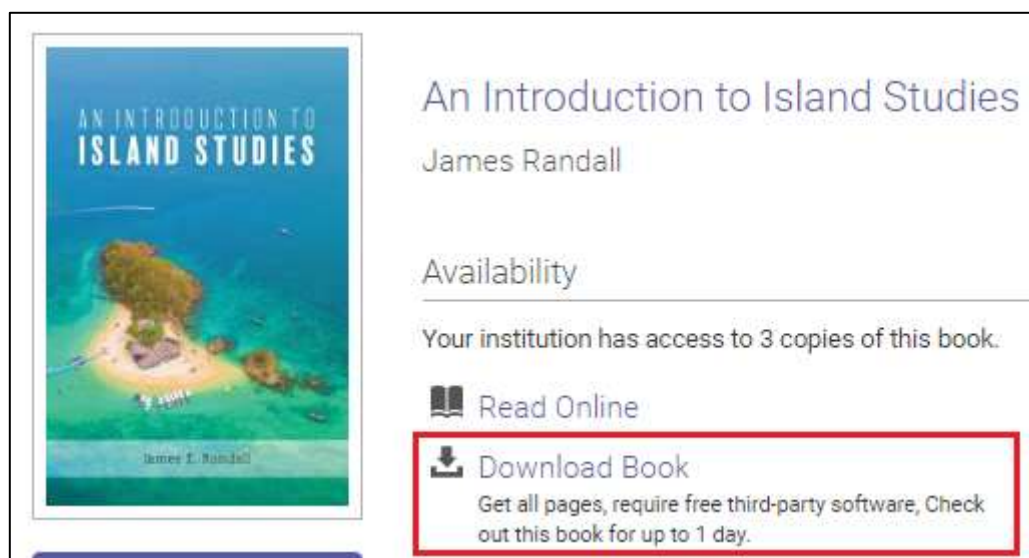


Figure 8: Availability and access model – 3 copies

3. Clicking on **Download book** will prompt you to create an account with ProQuest (or sign-in if you already have ProQuest credentials). Click on **Create Account** and enter the required details.

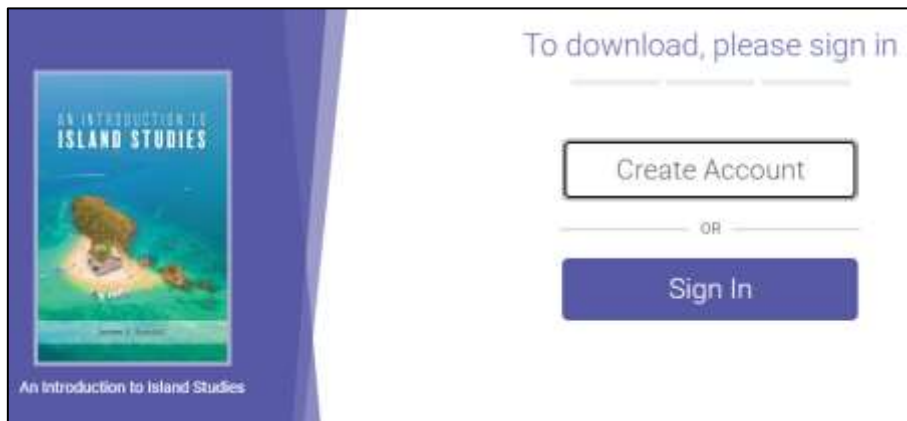


Figure 9: ProQuest Ebook Central – Download an ebook

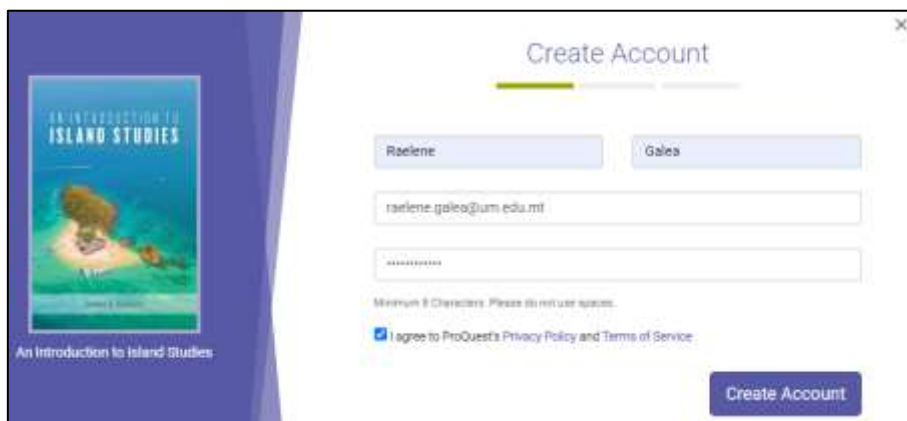


Figure 10: ProQuest Ebook Central - Create account

4. Once the account is created, you will be prompted to download the software [Adobe Digital Editions](#). If you already have the software click on **Done with this step**.

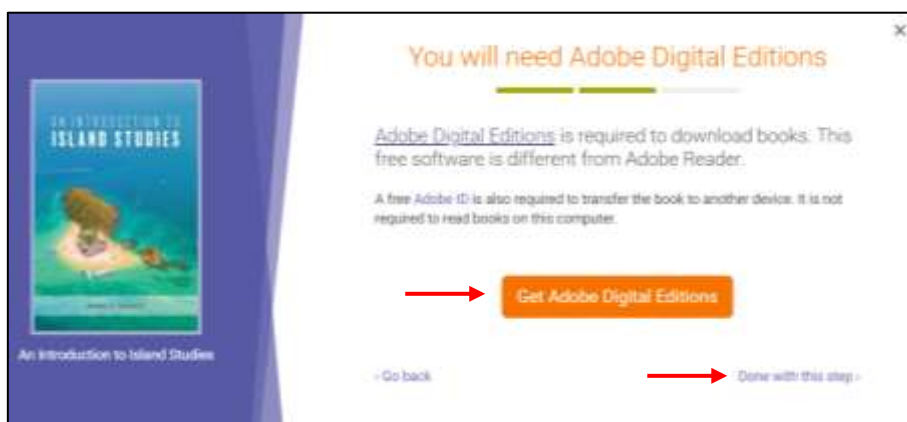


Figure 11: Get Adobe Digital Editions

5. Follow the onscreen instructions to proceed with the download. When you open the downloaded file, it will open in *Adobe Digital Editions*.

Note: The first time you open a file in Adobe Digital Editions, you will be asked to Authorise your computer. You may authorise your computer by selecting **Adobe ID** as the ebook Vendor and then inputting your Adobe ID credentials if you already have an Adobe ID (you can also create an Adobe ID if you do not have one). You may also opt to **authorise your computer without an ID** (See Fig. 12).

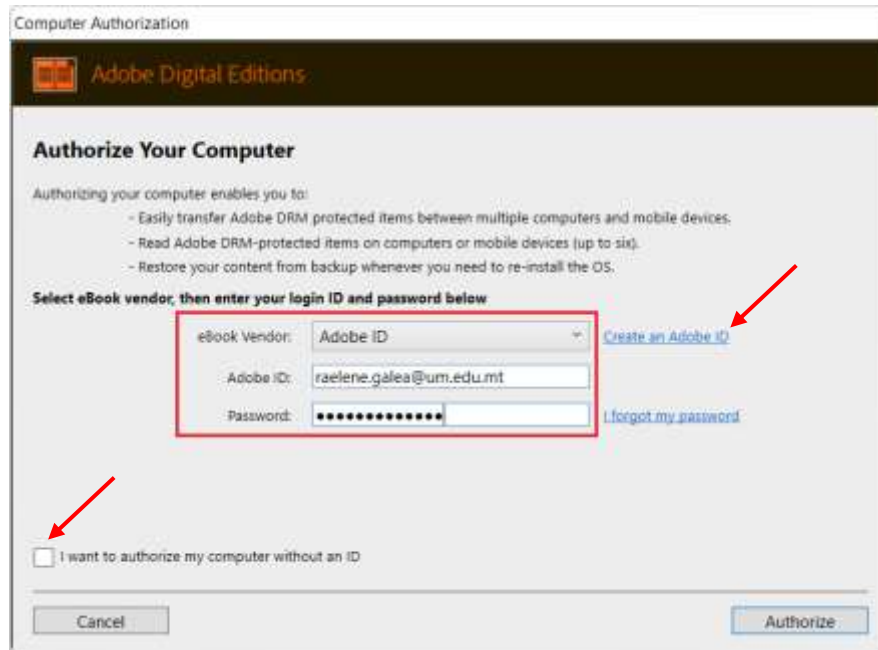


Figure 12: Authorise your computer

6. *Adobe Digital Editions* will show all the ebooks that you currently have on loan, as well as, a history of ebooks that you have borrowed. Each ebook will show the remaining loan period. Loan period durations vary according to the licence of the ebook.

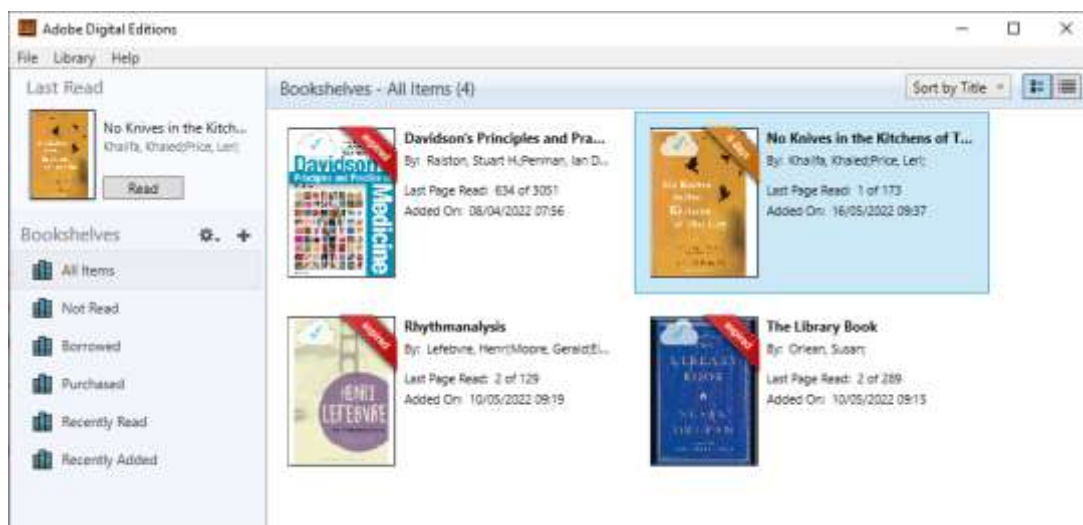


Figure 13: Adobe Digital Editions

7. Instead of downloading the entire ebook, you may also opt to download single chapters from an ebook. The single-chapter PDFs do not expire and can be kept by users in perpetuity. PDFs are searchable, selectable and include a citation. Chapter downloads require users to sign-in to their ProQuest Ebook Central account. Due to DRM, the number of chapters that can be downloaded is limited.

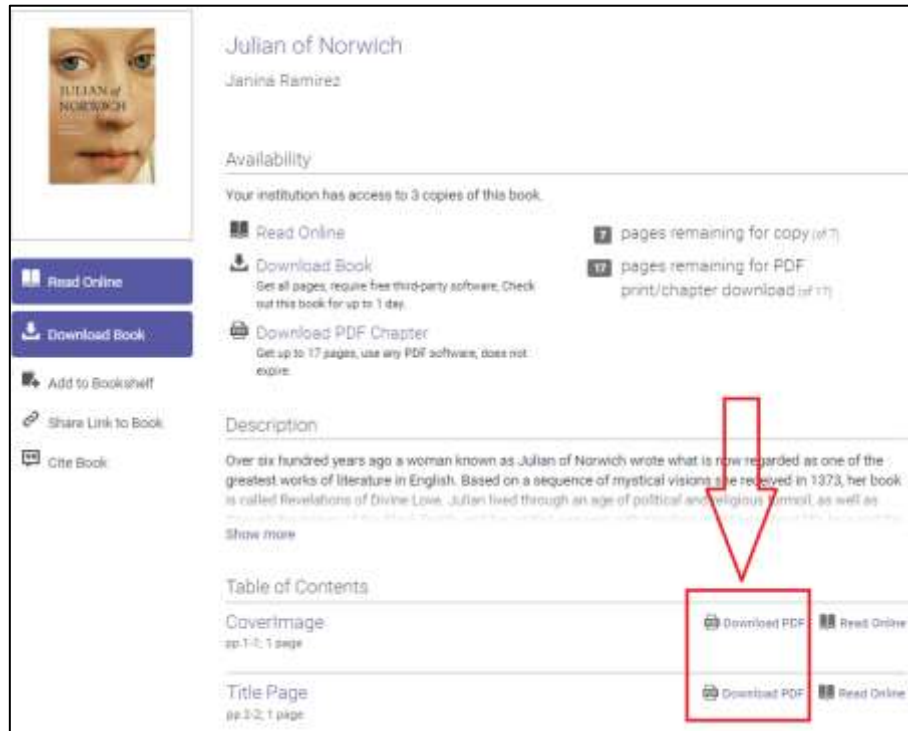


Figure 14: Download single chapters

8. For ebooks licensed through the ProQuest Ebook Central platform, the **Availability** section on the provider platform (retrieved by following the steps outlined in the preceding section) shows the number of copies available for a particular ebook. For instance, in the example below, the Library has 3 copies of this particular title.

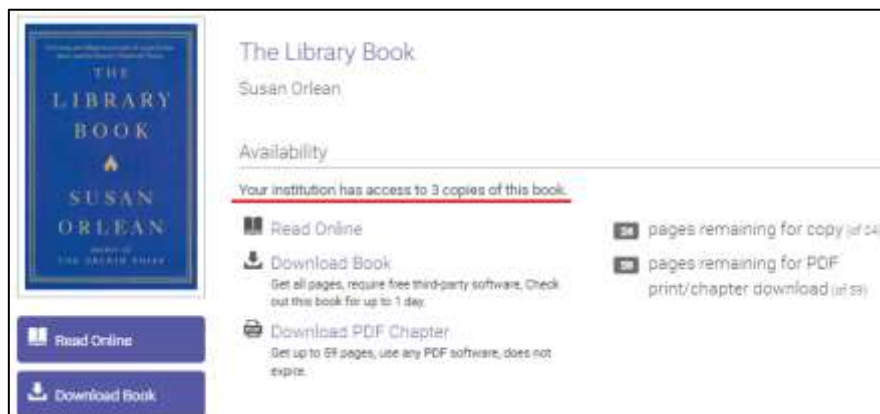


Figure 15: Availability - Library has access to 3 copies of the ebook

In the example below, the Library has access to 1 copy of the ebook. In this case the **Download Book** option is greyed out, implying that this title is only available to read online.



Agonistics : Thinking the World Politically
Chantal Mouffe

Availability

Your institution has access to 1 copy of this book.

Read Online 11 pages remaining for copy (of 11)

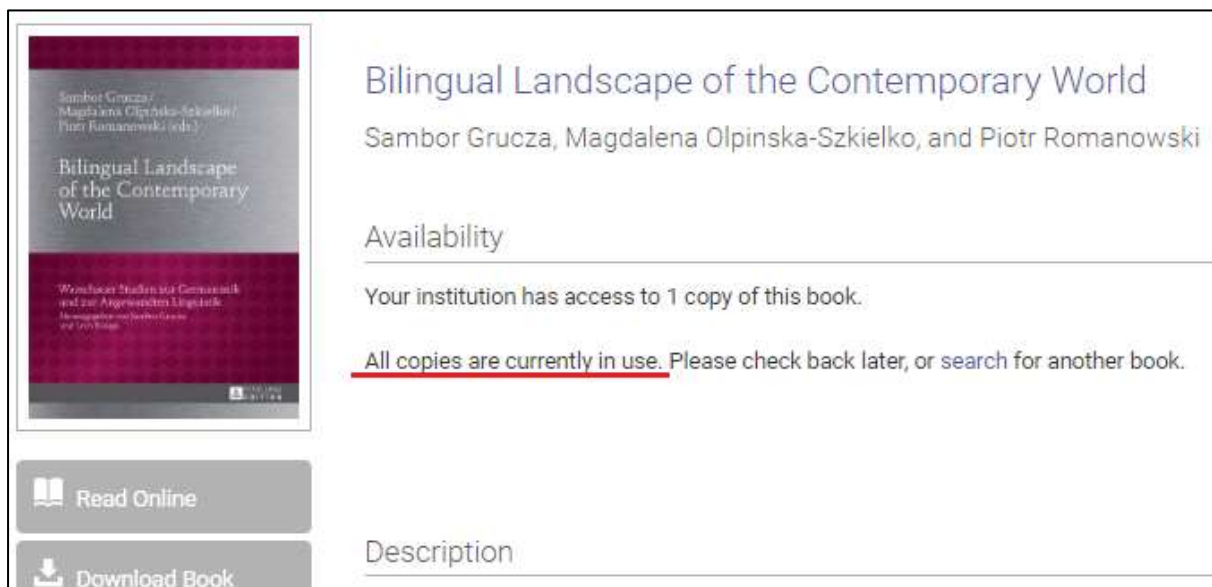
Not Available for Full Download 26 pages remaining for PDF print/chapter download (of 26)

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Description

Figure 16: Availability - ebook can only be read online

9. The **Availability** section also alerts when the copies of a particular title are in all in use, thus at that moment in time you will not be able to access that particular ebook. In such instance, you will need to check availability at a later time. An example of this is shown in Fig. 17.



Bilingual Landscape of the Contemporary World
Sambor Gruca, Magdalena Olpinska-Szkielko, and Piotr Romanowski

Availability

Your institution has access to 1 copy of this book.

All copies are currently in use. Please check back later, or search for another book.

Description

Figure 17: Availability - all copies currently in use

10. Note that ebooks offered via other platforms may offer different access models. Various publishers provide online access to the full-text of the ebook, while others allow downloads of individual chapters depending on the licence.

FAQs

1. How do I return an ebook?

There is no need for you to return ebooks. Downloaded and loaned ebooks expire automatically at the end of a loan period.

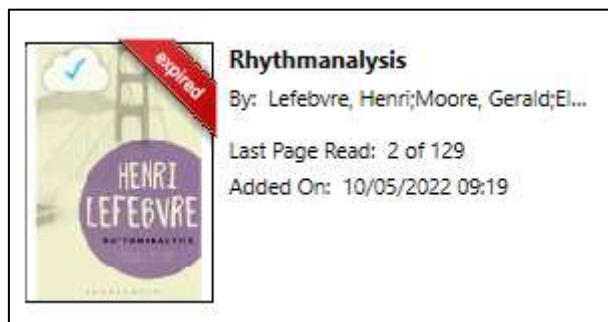


Figure 18: Expired loan period

2. Can I download chapters and pages from an ebook?

When reading an ebook online, you can download a chapter from an ebook by clicking the PDF icon in the control menu above the ebook viewer.

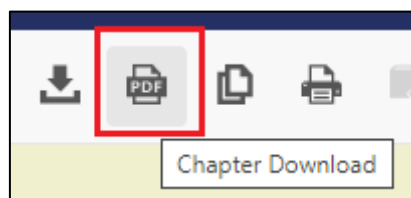


Figure 19: Download a chapter from an ebook

You will be prompted to select your preferred citation style. The full citation will be included in the PDF download.

To download a number of pages from an ebook, click on the printer icon in the control menu above the ebook viewer.

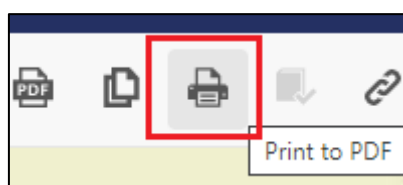


Figure 20: Download selected pages from an ebook

You will be prompted to select the number of pages that you wish to *Print to PDF* (save as PDF) as per Fig. 21. The preferred citation style can also be chosen at this stage.

Please note that, due to copyright restrictions, it is not always possible to download an entire ebook. Moreover, for each ebook, there is a maximum number of pages that can be printed.

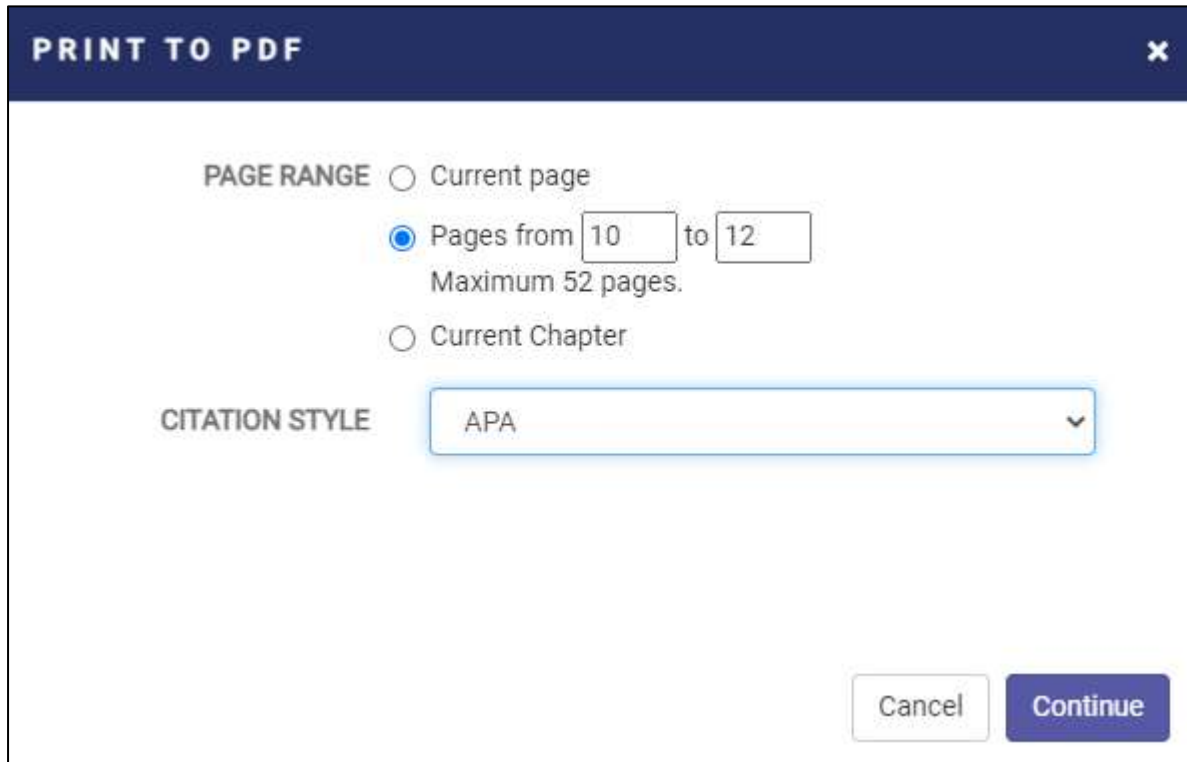


Figure 21: Save selected pages as PDF

3. A message stating that my session has expired has popped up on an ebook that I was viewing online. What does this mean?

An online session will expire after 20 minutes of inactivity so that the ebook will be made available to other users. You will be able to re-open the ebook unless another user is currently using it.

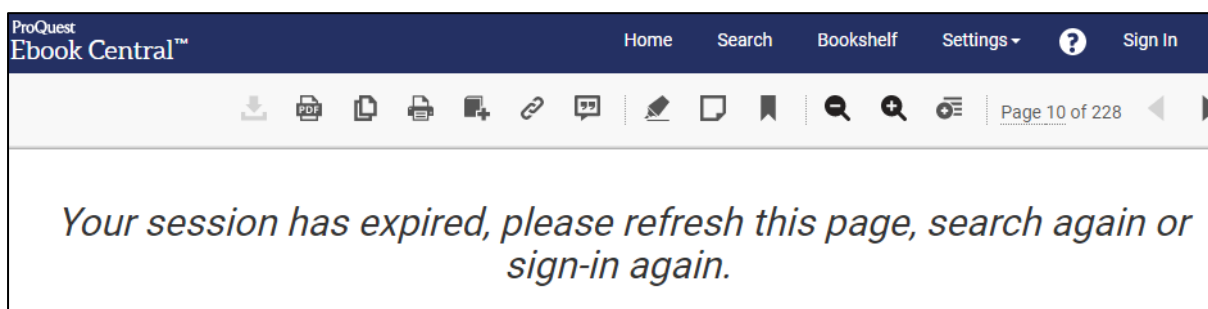


Figure 22: Ebook online session expired

Contact us

Get in touch with us if you require any additional assistance!

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