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INTRODUCTION

This manual is designed to provide you with an overview of e-libraries, including the benefits of using them, the different types of e-libraries available, and tips for effectively using e-libraries for academic research. Whether you're a student, a professor, or an academic professional, this manual will provide you with the information you need to get the most out of e-libraries.

Throughout this manual, you will explore the features and functions of e-libraries, including customizable search options, citation and referencing tools, and remote access as well as the different types of e-libraries available, including proprietary databases such as LIRN and EBSCO, and open-access e-libraries like ProQuest, Directory of Open Access Journals (DOAJ), Education Resources Information Center (ERIC), JSTOR, and Open Access Digital Theological Library.

In addition, this manual will provide you with practical tips for effectively using e-libraries for academic research. We will explore strategies for developing effective search terms, using filters and other search tools to refine your results, and how to evaluate the credibility and reliability of sources.
HOW TO ACCESS E-LIBRARY

LIRN

Library and Information Resource Network (LIRN) is a consortium of academic and research libraries that provide online access to a broad range of scholarly resources. LIRN offers a variety of databases and digital content to support academic research and learning, including articles, e-books, videos, and more.

To access LIRN, navigate to LIRN's website at https://proxy.lirn.net/PacificAmerGlobalUniv

On LIRN's Login page, enter your username and password provided. After successful login, the list of available databases is displayed, referred to as LIRNPortal. You have different ways to view these databases: Alphabetical View, Subject View, and Vendor View. The default view is Subject View.

- The Subject View displays the databases according to the categories or disciplines they support. The Alphabetical View displays and sorts the databases by name. The Vendor View displays the databases by the provider. Each view also provides links to quickly jump to a specific group of content.

- In the Subject View, it is possible that databases are repeated for every supported category or discipline. You can search through all databases or databases under a
specific subject. You can also click a specific database such as ProQuest, ERIC, or Directory of Access Journals to search.
LIRNSearch allows you to search for content from all databases to which Pacific American Global University is subscribed.

- For simple keyword searches, enter the search term in the search box and click the search icon.

- For more search options, click the advanced search icon. Searches can be customized to look for specific keywords, authors, and subjects. Other options include language, resource type, and publication date. Search results can also be further customized.
Search results

Below the main search box are options that allow you to choose only documents available in full text, as well as documents with images and documents that have been peer-reviewed. The options are the same options you will see when you do an advanced search.

Advanced search

Here is an example of an Advanced Search:

- Type theology in the search box.
- Next, select Subject in the dropdown box to the right.
- Under Search Sources, select Education.
- Click Go.
Search by source

As the search finishes, the results will begin populating the page. On the left side of the page, you will be able to control how the results are displayed, as well as apply filters to the results.

When you find an article you wish to read, simply click on the title to view the full text or abstract. A new window will open, displaying the selected content.

NOTE: Once you finish, please log out from your account if you use a public computer to access the e-library.
EBSCO

EBSCO is an online database for academic research and learning, providing access to a vast collection of digital resources in various fields of study. In addition to its databases, EBSCO also provides e-books and e-journals through its platform, EBSCOhost. This platform allows users to search, browse, and access thousands of digital books and journals from leading publishers in a variety of disciplines.

To access EBSCO, navigate to EBSCO's website at https://search.ebscohost.com.

On EBSCO's Login page, enter your username and password provided. Once you have logged in to EBSCOhost, you can start exploring the databases. EBSCO provides access to a wide range of databases, including Academic Search Complete, Business Source Complete, and Medline Complete. These databases cover a variety of disciplines and provide access to thousands of full-text articles, abstracts, and other resources.
- For simple keyword searches, type the keywords in the box and click the **Search** button.

- For more search options, use EBSCO's **Advanced Search** tools to customize your search based on your topic, keywords, date range, and more. This will help you to find the most relevant resources for your research.

Search results

As the search finishes, the results will begin populating the page. On the left side of the page, you will be able to control how the results are displayed, as well as apply filters to the results. Once you have found a resource that you would like to access, click on the title to view the full text. You may be prompted to enter your login credentials again, depending on the resource
For the listed ebooks, depending on the availability, you can download them in different formats such as PDFs. A table of contents for each ebook will also be provided. When you find an article you wish to read, simply click on the title to view the full text or abstract. Alternatively, you can click on a specific chapter or section of the book and it will go straight to that page.
Contents of the ebook

Once you finish, please log out from your account if you use a public computer to access the e-library.
ATLA

Atla (also known as the ATLA Religion Database) is a comprehensive bibliographic database that covers religious studies, theology, and related fields. It indexes scholarly articles, book reviews, essays, and other resources from academic journals, books, and conference proceedings. The database covers a wide range of topics and provides advanced search features for researchers and scholars in religious studies and theology, which is an essential resource for religious studies and theology research.

To access Atla, navigate to EBSCO's website at https://search.ebscohost.com.

![Login page](image)

On EBSCO's Login page, enter your username and password provided. Once you have logged in to EBSCOhost, click Choose databases and select the Atla Religion Database with AtlaSerials then click 'OK'.

![Select database](image)
Searching: Atla Religion Database with AtlaSerials should be appeared on the top of the search bar.

Search Page

- For simple keyword searches, type the keywords in the box and click the Search button.

- For more search options, use EBSCO's Advanced Search tools to customize your search based on your topic, keywords, date range, and more. This will help you to find the most relevant resources for your research.

Search results
On the left side of the Search Results page, you can use the search filters to refine your results, such as source types, publication, and subject. The database will generate a list of articles and publications that match your search criteria. You can review the abstracts and citations of these articles to determine whether they are relevant to your research.

Detailed Record

If the full text of an article is available, there will be a link to access it. The full text may be available as a PDF download, HTML page, or in another format.
Once you have found relevant articles, it's important to save the information and cite your sources properly in your research. You can use the database's tools to save articles and export citation information in various formats, such as APA or MLA.
ProQuest

ProQuest is a valuable resource for academic research and learning, providing access to a vast collection of digital resources, including arts, business, health sciences, science, social sciences, and more. ProQuest also provides e-books through its platform, Ebook Central, which allows users to search, browse, and access thousands of digital books.

To access ProQuest, navigate to ProQuest's website at https://www.proquest.com/

Search Page

- Before you begin your search, make sure you have a clear idea of what you're looking for. This will help you use keywords and phrases that are relevant to your research topic. You can choose the one that is most relevant to your research topic: Scholarly Journals, Books, Videos & Audio, Dissertations & Theses, or All source types.

- Use the Advanced Search options to refine your search. You can narrow your search by date, subject, author, publication, and more.
Search results

Browse through the search results to find a journal that matches your interests. You can use the filters on the left-hand side of the page to narrow your results by author, language, subject, and more. Once you have found relevant sources, simply Click on the title to view the full text or abstract. A new window will open, displaying the selected content.

Example of an article from the search results

Evaluate the sources to make sure they are appropriate for your research by checking the author's credentials, the date of publication, and the quality of the information. You can Save the articles or resources you find and Cite them in your research using the appropriate citation style.
Directory of Open Access Journals (DOAJ) is an online directory that indexes and provides access to high-quality, peer-reviewed open access journals from around the world. DOAJ is scholarly journals that provide free, immediate, and unrestricted online access to their content.

To access DOAJ, navigate to DOAJ’s website at https://doaj.org/

Keyword search

- For simple keyword searches, enter keywords related to the subject you are interested in or use the advanced search options to filter your search by subject area, language, publisher, or other criteria.
Browse through the search results to find a journal that matches your interests. On the left side of the page, you will be able to control how the results are displayed, as well as apply filters to the results. Click on the title of the journal to view its profile page, which provides information such as the publisher, editorial board, and submission guidelines.

When you find an article you wish to read, simply click on the name of the author. A new window will open, displaying information about the author.
Call for papers and instructions for authors for the issue 4-2022

Abstract

The instructions to authors about the article preparation for publication in the Military Technical Courier are based on the Regulations on categorization and ranking of scientific journals of the Ministry of Education, Science and Technological Development of the Republic of Serbia (Official Gazette of the Republic of Serbia, No. 159/20). This Regulation aims at improving the quality of national journals and raising the level of their compliance with the international system of scientific information exchange. The editorial policy of the Military Technical Courier is based on the COPE Core Practices, common COPE, DOAJ, OASPA and WAME Principles of Transparency and Best Practice in Scholarly Publishing as well as on the best accepted practices in scientific publishing. The Military Technical Courier has been a COPE Committee on
**ERIC**

**Education Resources Information Center (ERIC)** is an online digital library of education research and information that provides access to a wide range of education research, including journal articles, books, conference papers, technical reports, policy papers, and other types of education-related documents. It covers all aspects of education, from early childhood education to adult education, and includes both theoretical and practical research.

To access ERIC, navigate to ERIC's website at [https://eric.ed.gov/](https://eric.ed.gov/)

**ERIC search**

- For simple keyword searches, enter keywords related to the subject you are interested in, or use the advanced search options to filter your search by author, title, date, publisher, or other criteria and click on the "Search" button to run your search.

- Below the main search box are options that allow you to choose only documents that have been peer-reviewed and more.
Search results

**Browse** through the search results to find articles, reports, and other resources that match your interests. You can use the **filters** on the left-hand side of the search results page to narrow down your results by publication type, date, or other criteria.

When you find an article you wish to read, simply **Click** on the title of a resource to view its full record, which includes information such as the author, publication date, abstract, and subject terms.

If the resource is available in full text, click on the "**PDF**" or "**Full text**" link to **view or download** it.
JSTOR

JSTOR is a free open-access digital library that contains books, other primary sources as well as almost 2,000 current issues journals. With a free personal JSTOR account, you can currently read 100 articles online for free per month.

To access JSTOR, navigate to JSTOR's website at https://www.jstor.org/

If you don't already have an account, go to https://www.jstor.org/register to Create a New Account.

NOTE: You'll need to provide your name, email address, and a password.

Once you've created your account, log in to JSTOR using your email address and password.

JSTOR search

- You can now search JSTOR for articles, books, and primary sources. If you find an article or book you'd like to read, simply click on the title to access it.

- Type in keywords or phrases related to the topic you want to research. If you want to refine your search, you can use the advanced search feature. To access this feature, click on the "Advanced Search" link next to the search bar.

- In the advanced search form, you can use a variety of search criteria, such as author, title, journal, date range, and more. Once you have entered your search criteria, click on the "Search" button.
Search results

JSTOR will display a list of search results based on your criteria. You can use the filters on the left-hand side of the page to narrow your results by subject, content type, publication, and more. Click on the title of an article to read the abstract and see information about the author, publication, and more.

Read online

If you want to read the full article, click on the "PDF" link or the "Read Online" link.
Turn the page

Once you've clicked "Read Online," you will see an arrow appear to the right of the article viewer. Click these arrows to "turn the page" to read.

NOTE: When you click "Read Online," you have 30 days to read this article.
Open Access Digital Theological Library

Open Access Digital Theological Library (OADTL) is a digital library that provides free access to a wide range of high-quality theological resources, including books, journals, articles, and other types of scholarly literature. Its collection includes resources in multiple languages, covering topics such as biblical studies, church history, theology, pastoral ministry, and more.

To access OADTL, navigate to OADTL's website at https://oadtl.org/

OADTL search

- Enter keywords or phrases related to the topic you want to research in the search bar. If you want to refine your search, you can use the advanced search feature. To access this feature, click on the "Advanced Search" link under the search bar.

- In the advanced search form, you can use a variety of search criteria, such as author, title, subject, language, and more. Once you have entered your search criteria, click on the "Search" button.
OADTL will display a list of search results based on your criteria. You can use the filters on the left-hand side of the page to narrow your results by author, language, subject, and more. Click on the title of a resource to view more information about it, such as the author, publication date, and a brief summary.

To access the resource, click on the "View eBook" or the Title to view the full text or abstract. A new window will open, displaying the selected content.

An article from the search results
ANOTHER PUBLIC LIBRARY NEAR US

Pio Pico - Koreatown Branch Library

Contact Information
Address: 694 S. Oxford Avenue, Los Angeles, CA 90005
Phone: 213-368-7647 | Fax: 213-639-1653
Librarian: Beth Feinberg, Senior Librarian

Hours of Service
Mon: 10:00 AM- 8:00 PM
Tues: 10:00 AM –8:00 PM
Wed: 10:00 AM – 8:00 PM
Thurs: 12:00 PM – 8:00 PM
Fri: 9:30 AM – 5:30 PM
Sat: 9:30 AM-5:30 PM
Sun: Closed

Resources & Services
Libraries provide free access to computer workstations which are connected to the Library's information network. In addition to providing Internet access, these workstations enable the public to search LAPL’s many electronic resources including the online catalog, subscription databases, word processing, language learning, literacy and a large historic document and photograph collection.

This branch also has:
- [Free Public Wi-Fi](#)
- [Wireless & Mobile Printing](#)
- [Adult Literacy Center](#)
- Computer Training Center
- Early Learning for Families Area
- [Friends of Library Group](#)
- [Meeting Room Rental](#)

Central Library

Contact Information
Address: 630 W. 5th Street, Los Angeles, CA 90071
Phone: (213) 228-7000 | Fax: (213) 228-7069
Librarian: Kren Malone, Director

Hours of Service
Monday: 10:00 AM – 8:00 PM
Tuesday: 10:00 AM – 8:00 PM
Wednesday: 10:00 AM – 8:00 PM
Thursday: 12:00 PM – 8:00 PM  
Friday: 9:30 AM – 5:30 PM  
Saturday: 9:30 AM – 5:30 PM  
Sunday: 1:00 PM – 5:00 PM 

**Resources & Services**  
All branch libraries provide free access to computer workstations which are connected to the Library's information network. In addition to providing Internet access, these workstations enable the public to search LAPL's many electronic resources including the online catalog, subscription databases, word processing, language learning, literacy and a large historic document and photograph collection.

**This branch also has:**
- [Free Public Wi-Fi](#)  
- [Wireless & Mobile Printing](#)  
- [Adult Literacy Center](#)  
- Computer Training Center  
- [The Source](#)  
- ZoomText Computer for the Visually Impaired
STUDENT RESOURCES AND SERVICES

Advising and Support Services

Pacific American Global University provides services to new and continuing students to enhance the attainment of their individual, educational, and life goals. Students can make appointments for academics through the campus as well.

Reasonable Accommodation Policy

Pacific American Global University catalog will reasonably accommodate otherwise qualified individuals with a disability unless such accommodation would pose an undue hardship or result in a fundamental alteration in the nature of the service, program, or activity or undue financial or administrative burdens. Teaching techniques continually change as professors discover new ways to aid disabled students. The term “reasonable accommodation” is used in its general sense in this policy to apply to employees, students, and visitors. Student requests for reasonable accommodation should be addressed to the office, which will contact the appropriate Administrator.

A student must self-identify as an individual with a disability and provide appropriate diagnostic information that substantiates the disability. Pacific American Global University will then assess the impact of the disability on the student's activities and performance and ensure that appropriate accommodations will be approved.

Individuals who have complaints alleging discrimination based upon a disability may file them with the Administrative Manager.

Distance Education Services (DES)

Pacific American Global University Distance Education offers support services for faculty and students in distance-delivered courses. Faculty can receive assistance from Distance Education with the proctoring of exams. Students receive assistance with orienting to courses in a distance-delivered format (i.e., how to register for distance courses, how to get started in their courses, and how to sign up for a proctored exam).

IT Support

Information Technology Services assists faculty, staff, and students with computer and telephone services. Computer services include maintenance of computer labs, desktop services, email and Exchange services, network access, username services, and assistance with software. Telephone services include assistance with long-distance calling, telephone hardware, voice mail and phone directories.

For more information, please email IT Support at info@paguniversity.org
Lab

Lab is located on the Pacific American Global University campus, which offers a friendly and relaxed atmosphere for students to read, study, work with supplemental materials, or get help for a class. The LRC is open for a week; see the website for hours of operation.

Student resources:
- Quiet study area
- Open computer laboratory that is open until 5:00 PM
- Course reserve material for check out: print, audio-visual, and computerized material

General Resources:
- Laser printing
- Copy machines
- Laminating equipment
- Project cutting board

Library Services

Pacific American Global University offers E-Library extensive resources to support on-campus and online courses including eBooks, databases (which can be used for off-site searches), and librarians are also available.

For more information, please email Library Services at info@paguniversity.org