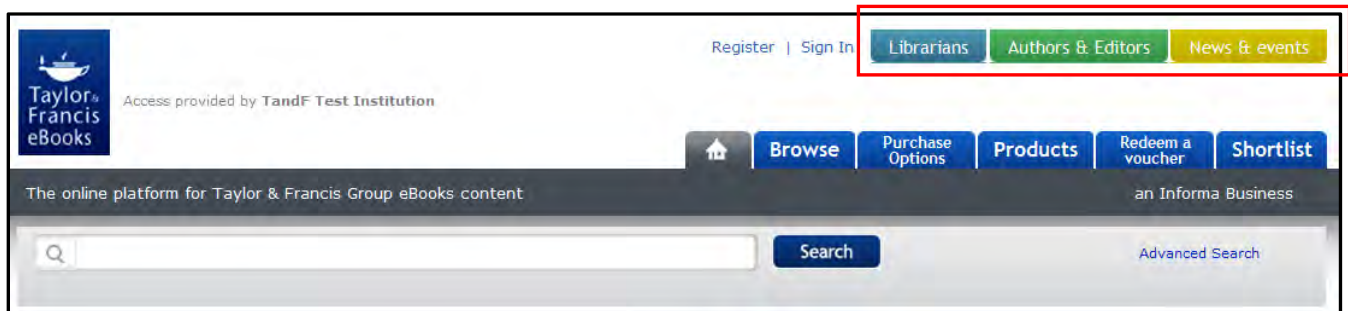


Overview of Taylor & Francis eBooks Online

This document explains the key features of the new Taylor & Francis eBooks Online website which can be accessed at www.tandfebooks.com.

Where access is being made by a pre-registered customer through an authentication method such as Athens or IP authentication, users will NOT be required to sign again in order to gain access to the content. However some functions are user specific, e.g. Saved Searches/Alerts and a user will need their own log in to make use of these facilities.

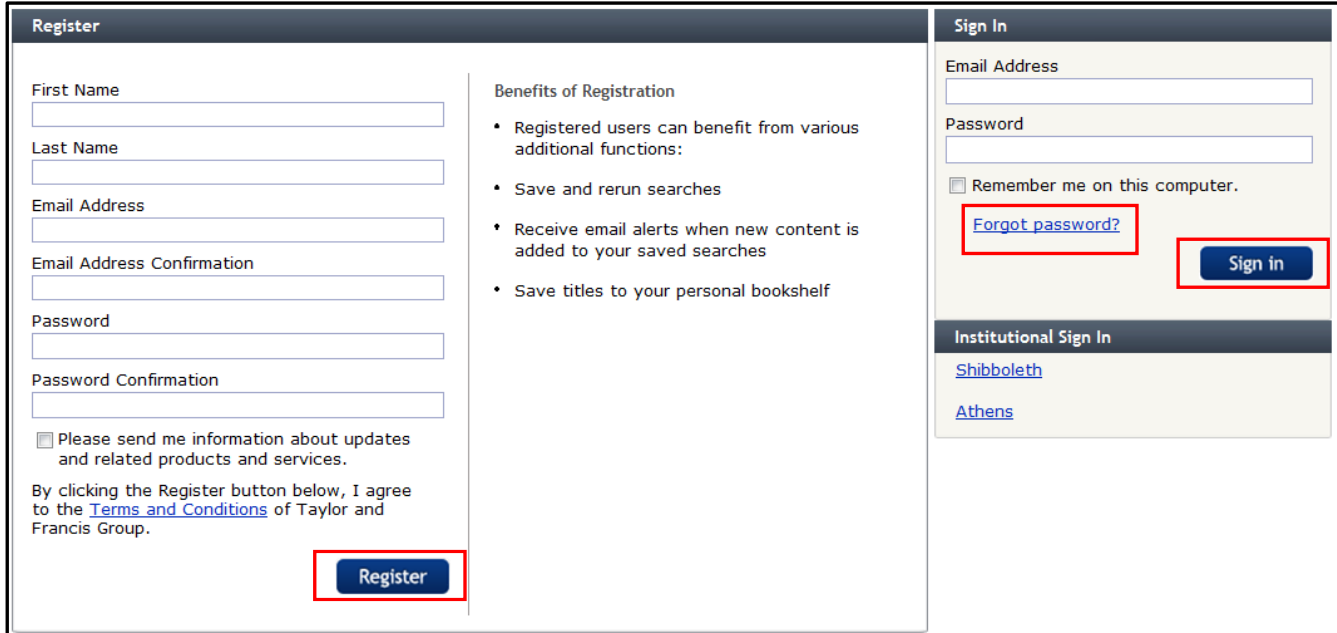
Librarians and Authors have information pages they can access and there is a page dedicated to providing news and events details. All of these options are available on the top line of the website as highlighted below.



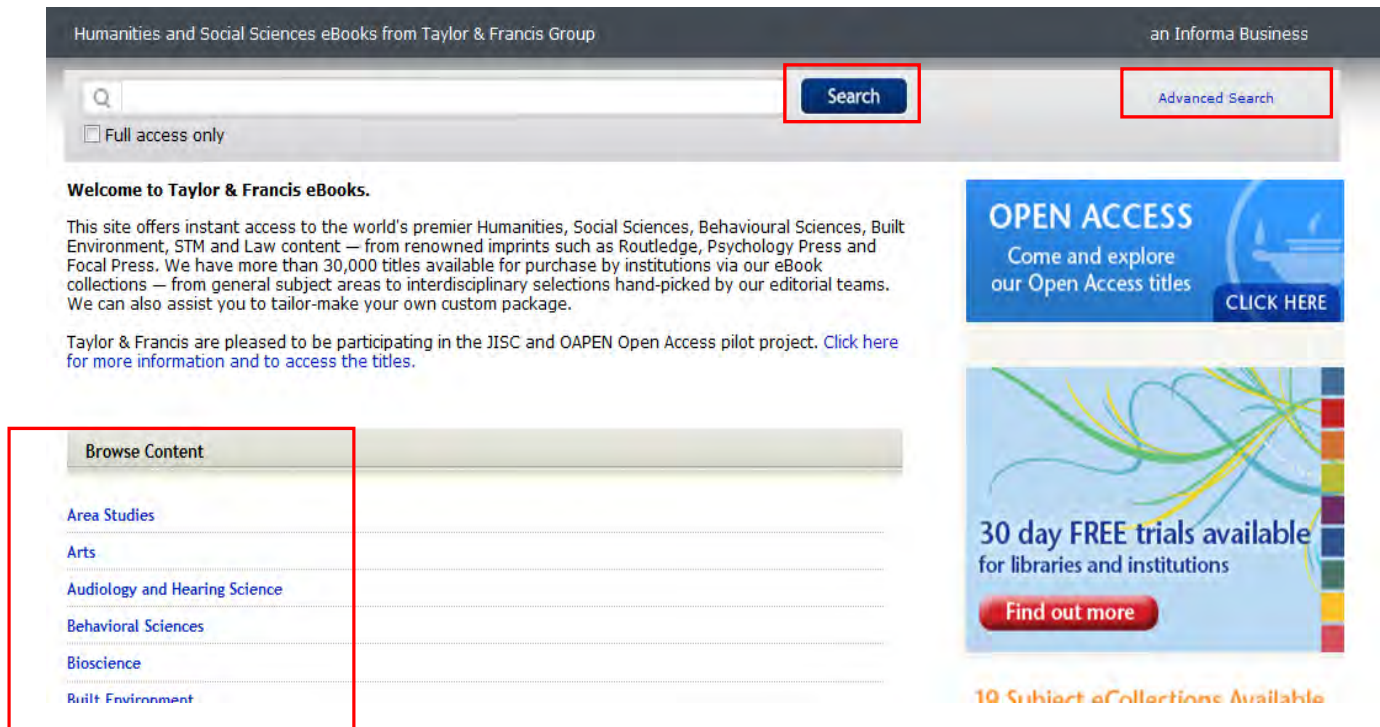
You will also find links to the Librarians, Authors and News & events pages at the bottom of the all pages as shown here.



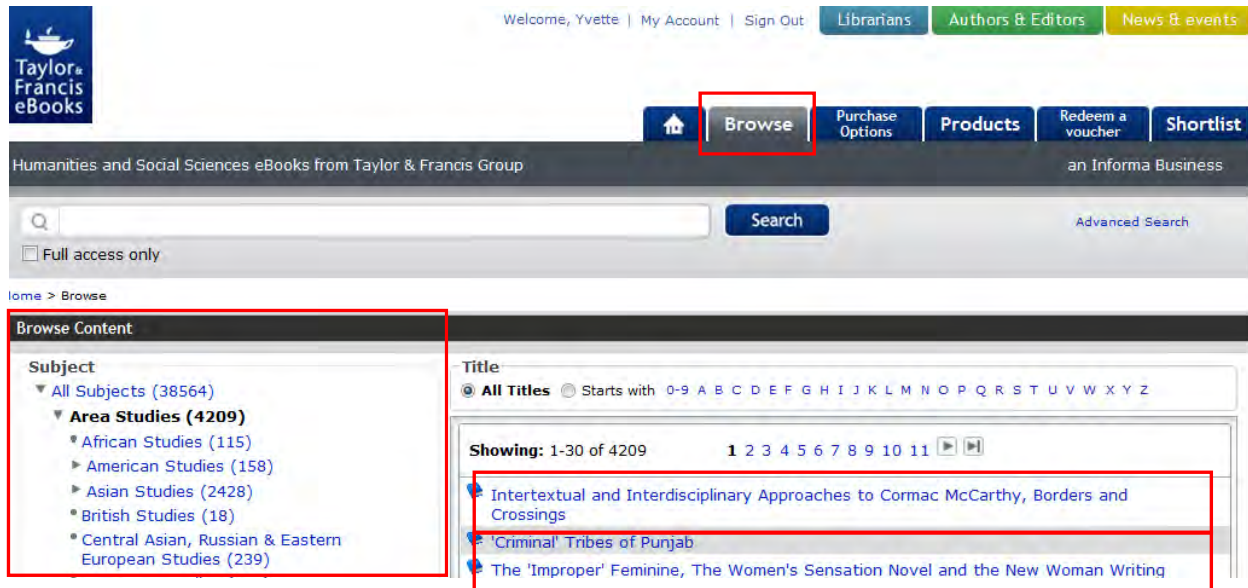
As previously mentioned, where access is required to functions such as Saved Searches/Alerts, the user will first need to register using the '[Register](#)' option. Once registered the '[Sign In](#)' option should be selected by inserting your email address which is the same as your username and then your password. If the password has been forgotten there is a '[Forgot password?](#)' option. Individual registrations are not members of the Institutional account, they work in tandem with it if the



individual is also recognized also by one of the institutional authentication methods. There are many search and browse options available on the Home page to assist in locating content. You can click the Search button, click the Advanced Search or click on the subject area you are interested in under the Browse Content option. You will find further details on the Search and Advanced Search functions later in this document.



Browse Tab



Welcome, Yvette | My Account | Sign Out | Librarians | Authors & Editors | News & events

Taylor & Francis eBooks

Home | **Browse** | Purchase Options | Products | Redeem a voucher | Shortlist

Humanities and Social Sciences eBooks from Taylor & Francis Group | an Informa Business

Search | Advanced Search

Full access only

Home > Browse

Browse Content

Subject

- ▼ All Subjects (38564)
 - ▼ **Area Studies (4209)**
 - African Studies (115)
 - ▶ American Studies (158)
 - ▶ Asian Studies (2428)
 - British Studies (18)
 - Central Asian, Russian & Eastern European Studies (239)

Title

◎ All Titles ○ Starts with 0-9 A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Showing: 1-30 of 4209 1 2 3 4 5 6 7 8 9 10 11 ▶ ▶

- Intertextual and Interdisciplinary Approaches to Cormac McCarthy, Borders and Crossings
- 'Criminal' Tribes of Punjab
- The 'Improper' Feminine, The Women's Sensation Novel and the New Woman Writing

Another navigation option is to click on the Browse tab. From this page you can select a subject area from the left of the page which will display just titles from within that subject area, the subjects are determined by GT. Alternatively you can click on a character/number the title starts with or use the page numbers to navigate.

The numbers next to each Subject identify the number of titles within that subject area.

Click on the title to select it and a view similar to the following will be displayed:



18th Century Japan

A software plug-in is required to view this content. [Click here for help](#) **DRM**

Citation Information
18th Century Japan
Culture and Society

C. Andrew Gerstle
Routledge 2012
Print ISBN: 9780700711840
eBook ISBN: 9780203462492
Adobe ISBN: 9781136613821

About the book

Access

Where the book is not part of a subscription **Buy Now** will be displayed instead.

Search Results

Showing: 1-1 of 1
Search Query: **All:** 9780080459684


Choose an action ▼

Sort By: Relevance ▼


☐ **Focal Easy Guide to Macromedia Flash 8**
For new users and professionals
Birgitta Hosea
Routledge 2006

 **Buy now**

Clicking on the buy now will take you through to the below screen which will allow you to view inside the book for the first 30 pages. No download, copying or printing is available on this viewing option.

 **Routledge**
Taylor & Francis Group

Subjects **Books** Journals eProducts Resources Info & Help




Intertextual and Interdisciplinary Approaches to Cormac McCarthy


Borders and Crossings

Edited by **Nicholas Monk**

Published 22nd May 2012 by Routledge – 192 pages

Series: [Routledge Studies in Contemporary Literature](#)

 View Inside this Book

 Recommend to Librarian


Description

Reviews

Contents

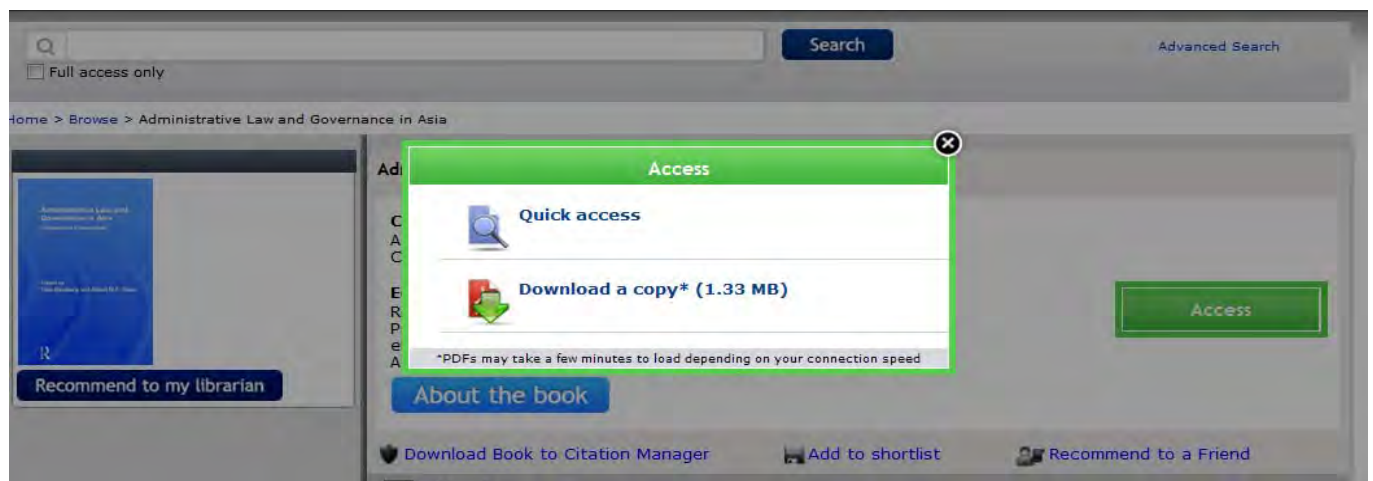
Author Bio

Subjects

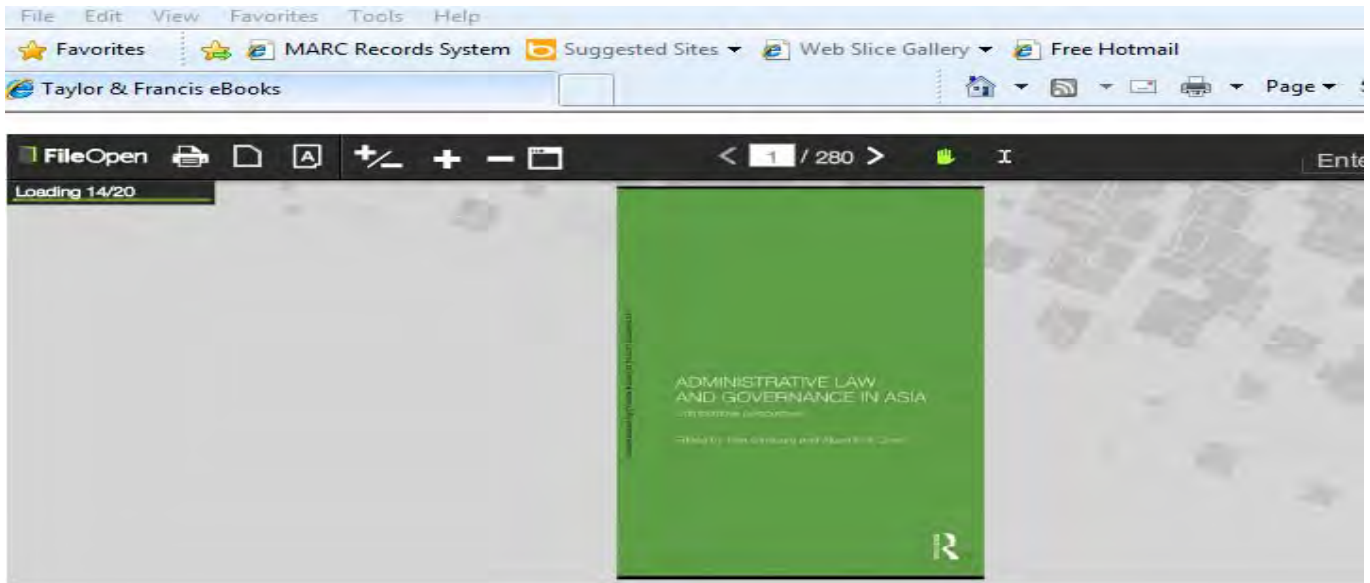
Within the right hand corner of all ebooks display the icon  which indicates whether a title is a DRM title, if no display then the title is not restricted to the DRM protection.



Non-DRM ebooks will allow you to view the content while signed in as a “Quick access” which would only allow you to read the content on the ebook while open and the download a copy would allow you to download, copy and paste together with printing the ebook.

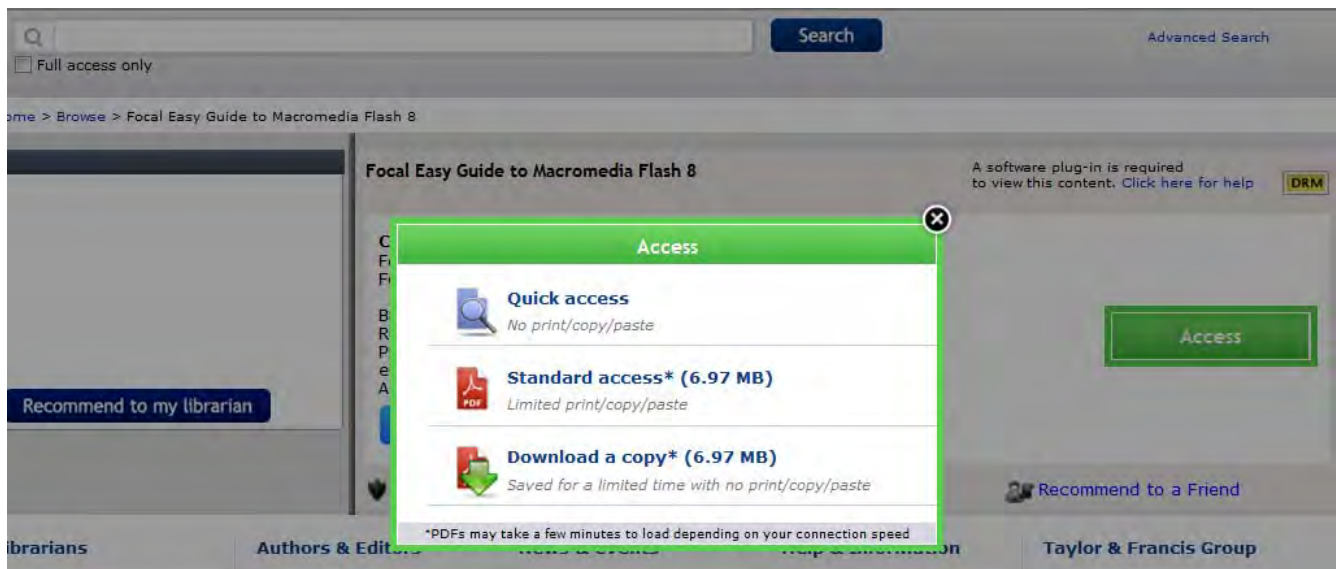


Once you have clicked “Quick Access it authenticates the user and open the ebooks ready for reading, during this process you will not be able to copy, print or download the ebook.

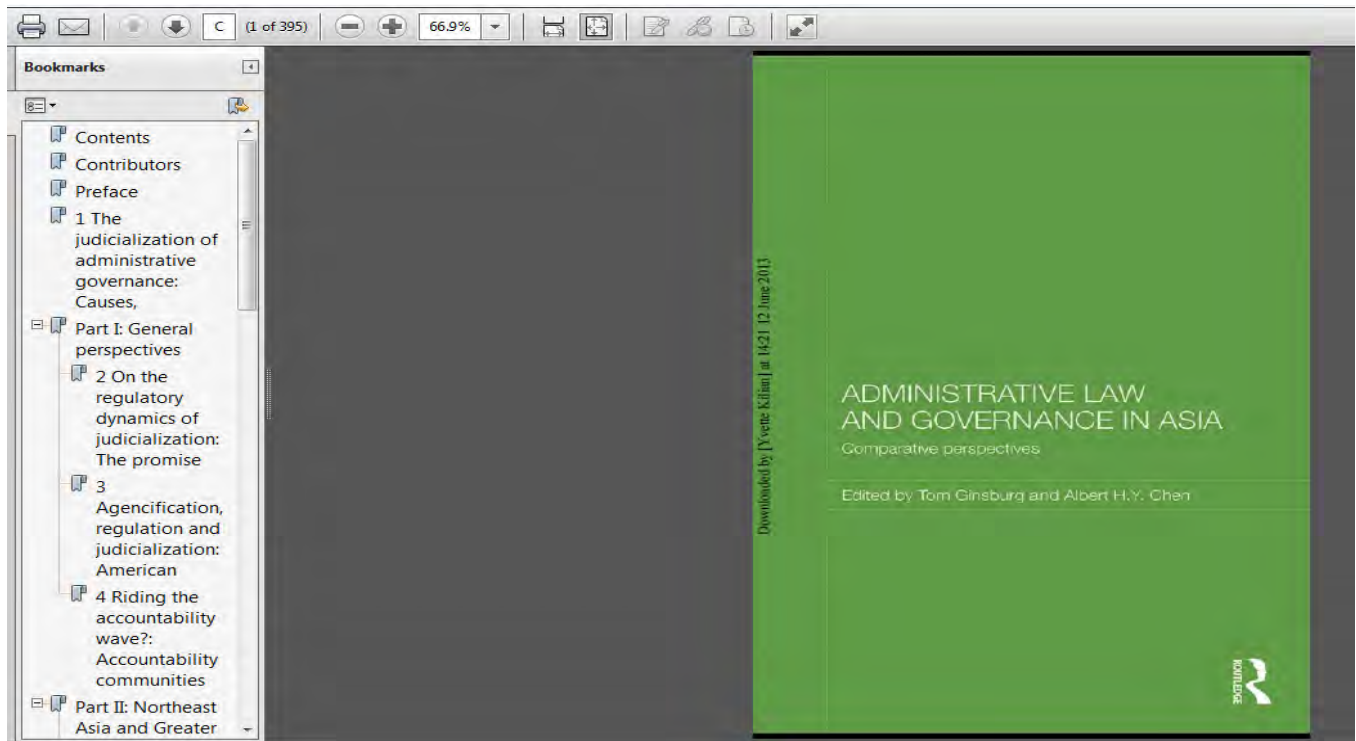


Selecting the download option you will be able to download the ebook and be able to copy and print portions of the ebook.

DRM protected titles display 3 options the “quick access” to read only and the “standard access” gives limited print/copy and paste functions and the “download a copy” give limited time with no print/copy or paste function.



Once you have clicked on the option to view the below will open and the content will be available to read.



My Account

When signed in the top of the page displays a Welcome message, a link to 'My Account' and an option to Sign Out. Select '**My Account**' and the following will be displayed.

Welcome, Kay | [My Account](#) | [Sign Out](#)

The **My Account** page has tabs which are available for different 'categories' of user –

My Account | [Shortlist](#) | [Access](#) | [Institutional administration](#)

<p>Log In Information</p> <p>First Name <input type="text"/></p> <p>Last Name <input type="text"/></p> <p>Email Address <input type="text"/></p> <p>Change Password</p> <p>New Password <input type="text"/></p> <p>New Password Confirmation <input type="text"/></p> <p><input type="checkbox"/> Please send me information about updates and related products and services.</p>	<p>Address</p> <p>Organization/Institution <input type="text"/></p> <p>Address 1 * <input type="text"/></p> <p>Address 2 <input type="text"/></p> <p>City * <input type="text"/></p> <p>State/Province:* Select a State <input type="text"/></p> <p>Country * -Please select a country- <input type="text"/></p> <p>Postal Code * <input type="text"/></p> <p>Work Phone Number <input type="text"/></p> <p>Fax Number <input type="text"/></p>
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* Indicates required field

[Update My Account](#)

My Account tab (shown above) is available for all registered users. From this page it is possible to update contact details such as Name, Email Address, Organisation Address and change a password.

Shortlist tab is available for all users and displays titles where the 'Add to Shortlist' button has been selected for a title. Items will remain here until the user logs out.

My Account > Shortlist

My Account Shortlist Access Institutional administration

Browse your shortlisted books below. You may sort your shortlist by:

☒ Book title ☐ Date of publication

Shortlisted Books

↕ Email | Download to Citation Manager

☐ To select/unselect all items click here

Access Indicator : ☐=Free ☒=Full ☐=No Access

☐ ☒ Electronics and Instrumentation for Audiologists
Remove

Access tab is where customers can redeem vouchers (Tokens)

My Account > Access

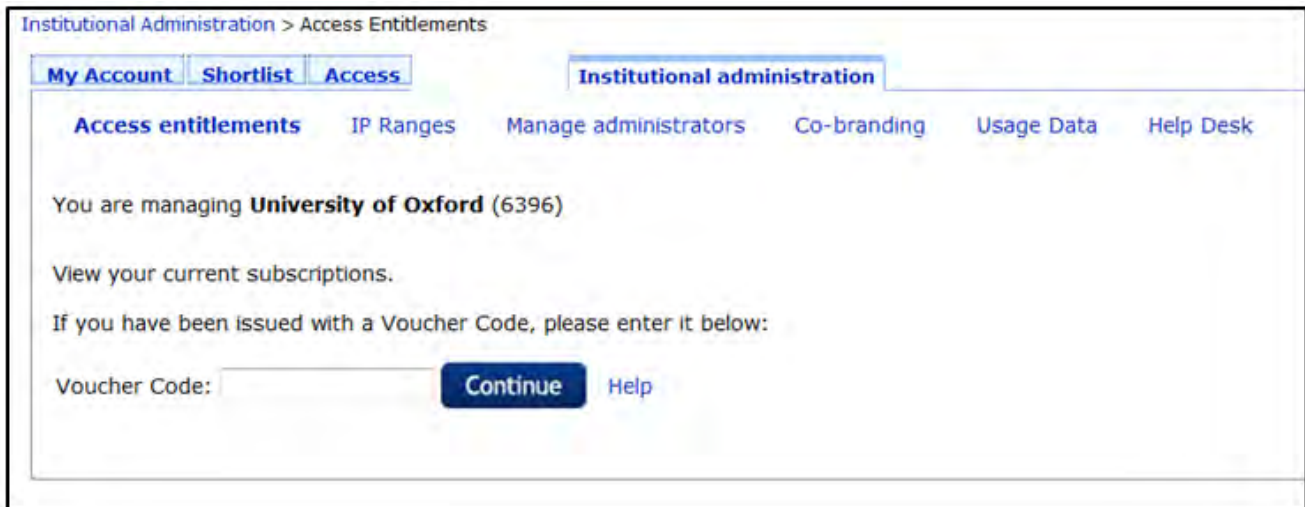
My Account Shortlist Access Institutional administration

Voucher Codes allow you to activate and access content online. If you have been issued with a Voucher Code, please enter it here and click "Submit":

Voucher Code:

You currently have no subscriptions.

Institutional administration tab has 6 sub-tabs and is only available for the customers administrator



Institutional Administration > Access Entitlements

[My Account](#) [Shortlist](#) [Access](#) [Institutional administration](#)

[Access entitlements](#) [IP Ranges](#) [Manage administrators](#) [Co-branding](#) [Usage Data](#) [Help Desk](#)

You are managing **University of Oxford** (6396)

View your current subscriptions.

If you have been issued with a Voucher Code, please enter it below:

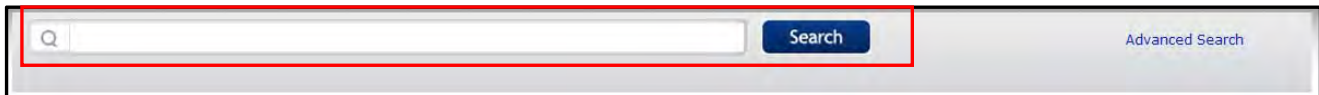
Voucher Code: [Continue](#) [Help](#)

From the Institutional administration tab the administrator can: -

- view Access entitlements (subscriptions) and IP Ranges together with adding/deleting or amending Ip ranges.
- update Administrator information
- update and change the Co-branding details for their institution
- request COUNTER reports via Usage Data
- contact the help desk with any issues/queries

Search and Advanced Search

The Search field at the top of most pages will search the full text of a book. So if a word or a string of words is entered matches will be displayed whether the word(s) appear in the Title, Chapter Title or body of the book.

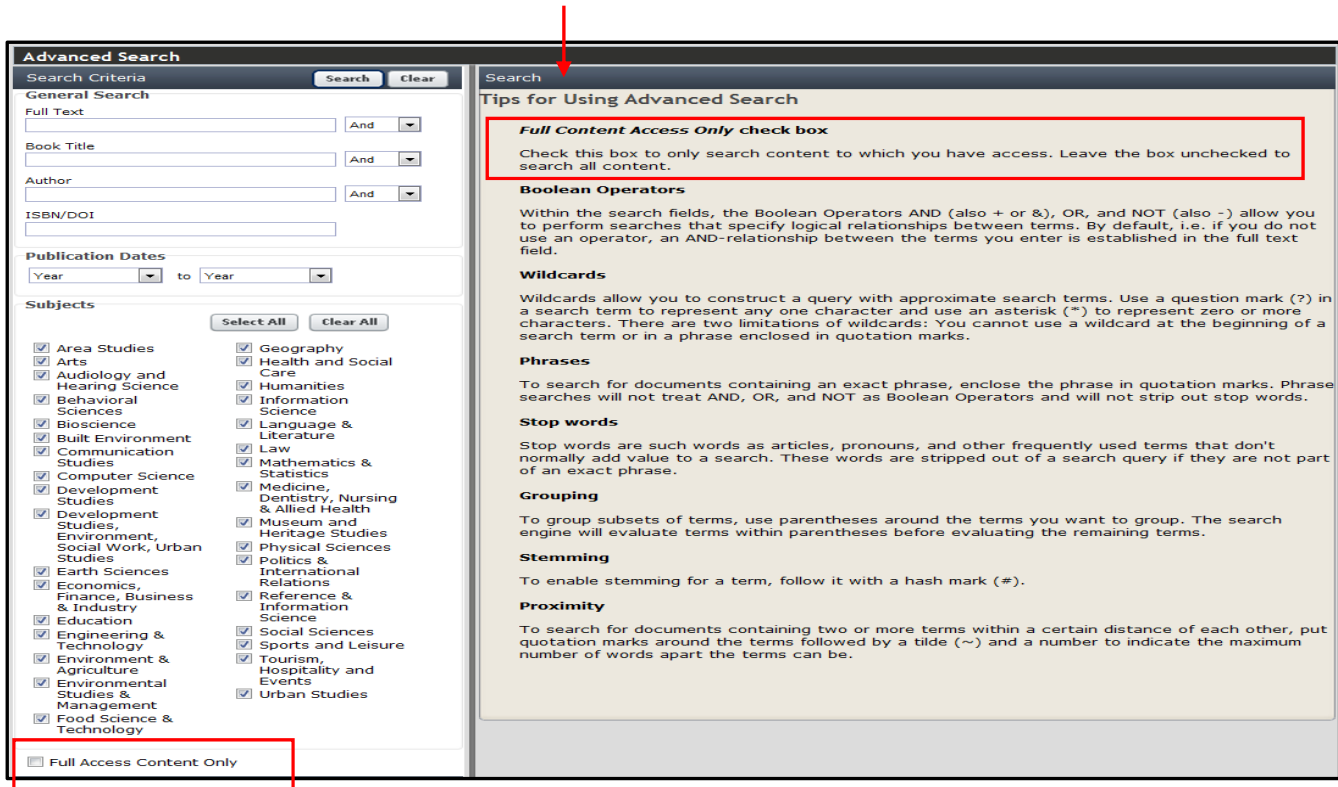


[Search](#) [Advanced Search](#)

The Advanced Search form enables combinations of data to be entered and offers the following fields:

- Full Text → searches the full text of books and chapters
- Book or chapter title
- Author → this will search author and editor
- ISBN/DOI
- Publication dates (<year> to <year>)
- Subjects (top level categories)- uncheck to deselect subject

Search tips are displayed on the right – **NOTE** the help text that the Full Access Content Only box should be checked if customer wishes only to retrieve content they have access to.



Advanced Search

Search Criteria

General Search

Full Text And

Book Title And

Author And

ISBN/DOI

Publication Dates

Year to Year

Subjects

<input checked="" type="checkbox"/> Area Studies	<input checked="" type="checkbox"/> Geography
<input checked="" type="checkbox"/> Arts	<input checked="" type="checkbox"/> Health and Social Care
<input checked="" type="checkbox"/> Audiology and Hearing Science	<input checked="" type="checkbox"/> Humanities
<input checked="" type="checkbox"/> Behavioral Sciences	<input checked="" type="checkbox"/> Information Science
<input checked="" type="checkbox"/> Bioscience	<input checked="" type="checkbox"/> Language & Literature
<input checked="" type="checkbox"/> Built Environment	<input checked="" type="checkbox"/> Law
<input checked="" type="checkbox"/> Communication Studies	<input checked="" type="checkbox"/> Mathematics & Statistics
<input checked="" type="checkbox"/> Computer Science	<input checked="" type="checkbox"/> Medicine, Dentistry, Nursing & Allied Health
<input checked="" type="checkbox"/> Development Studies	<input checked="" type="checkbox"/> Museum and Heritage Studies
<input checked="" type="checkbox"/> Development Studies, Environment, Social Work, Urban Studies	<input checked="" type="checkbox"/> Physical Sciences
<input checked="" type="checkbox"/> Earth Sciences	<input checked="" type="checkbox"/> Politics & International Relations
<input checked="" type="checkbox"/> Economics, Finance, Business & Industry	<input checked="" type="checkbox"/> Reference & Information Science
<input checked="" type="checkbox"/> Education	<input checked="" type="checkbox"/> Social Sciences
<input checked="" type="checkbox"/> Engineering & Technology	<input checked="" type="checkbox"/> Sports and Leisure
<input checked="" type="checkbox"/> Environment & Agriculture	<input checked="" type="checkbox"/> Tourism, Hospitality and Events
<input checked="" type="checkbox"/> Environmental Studies & Management	<input checked="" type="checkbox"/> Urban Studies
<input checked="" type="checkbox"/> Food Science & Technology	

☐ Full Access Content Only

Search

Tips for Using Advanced Search

Full Content Access Only check box

Check this box to only search content to which you have access. Leave the box unchecked to search all content.

Boolean Operators

Within the search fields, the Boolean Operators AND (also + or &), OR, and NOT (also -) allow you to perform searches that specify logical relationships between terms. By default, i.e. if you do not use an operator, an AND-relationship between the terms you enter is established in the full text field.

Wildcards

Wildcards allow you to construct a query with approximate search terms. Use a question mark (?) in a search term to represent any one character and use an asterisk (*) to represent zero or more characters. There are two limitations of wildcards: You cannot use a wildcard at the beginning of a search term or in a phrase enclosed in quotation marks.

Phrases

To search for documents containing an exact phrase, enclose the phrase in quotation marks. Phrase searches will not treat AND, OR, and NOT as Boolean Operators and will not strip out stop words.

Stop words

Stop words are such words as articles, pronouns, and other frequently used terms that don't normally add value to a search. These words are stripped out of a search query if they are not part of an exact phrase.

Grouping

To group subsets of terms, use parentheses around the terms you want to group. The search engine will evaluate terms within parentheses before evaluating the remaining terms.

Stemming

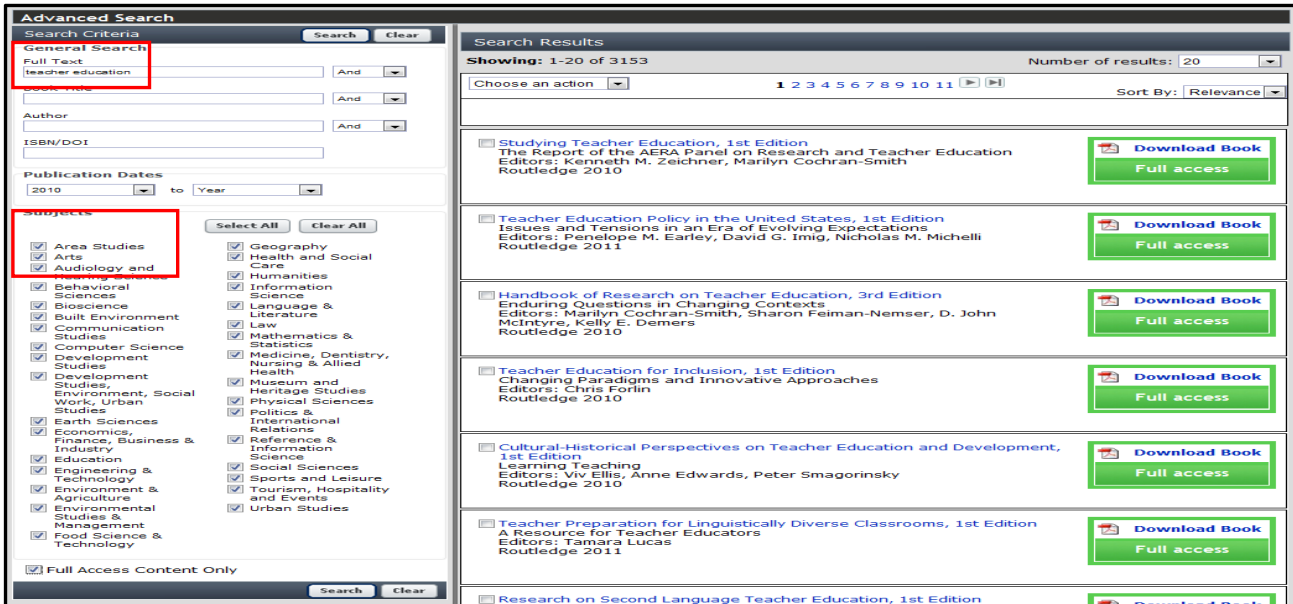
To enable stemming for a term, follow it with a hash mark (#).

Proximity

To search for documents containing two or more terms within a certain distance of each other, put quotation marks around the terms followed by a tilde (~) and a number to indicate the maximum number of words apart the terms can be.

Search Results

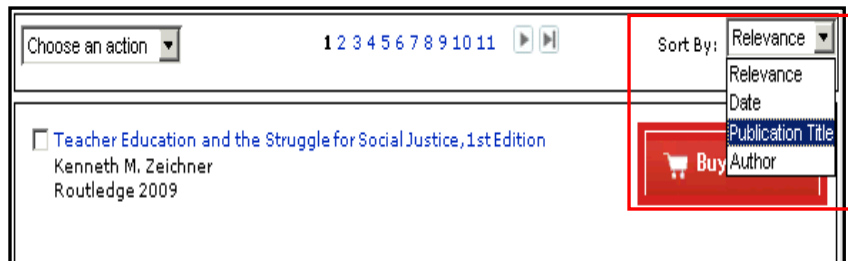
In the example below the Advanced Search has been used. 'Teacher Education' has been entered in the Full Text field and a Publication Date of 2010 selected. Also note that the Full Access Content Only box has been checked. Results will be returned where 'Teacher Education' appears anywhere in the title or text. If multiple words are entered e.g. Adult Education the search will return publications where both or either of the words occur.



The screenshot shows the 'Advanced Search' interface. On the left, the 'Search Criteria' section includes fields for 'Full Text' (containing 'teacher education'), 'Author', and 'ISBN/DOI'. The 'Publication Dates' are set to '2010' to 'Year'. Under 'Subjects', a list of categories is shown with checkboxes, and 'Full Access Content Only' is checked. On the right, the 'Search Results' section shows 'Showing: 1-20 of 3153' and 'Number of results: 20'. A list of search results is displayed, each with a checkbox, the book title, editors, and a 'Download Book' button with 'Full access' text.

Results are displayed on the right of the page.

The display order of retrieved records can be sorted using the **Sort By** drop down

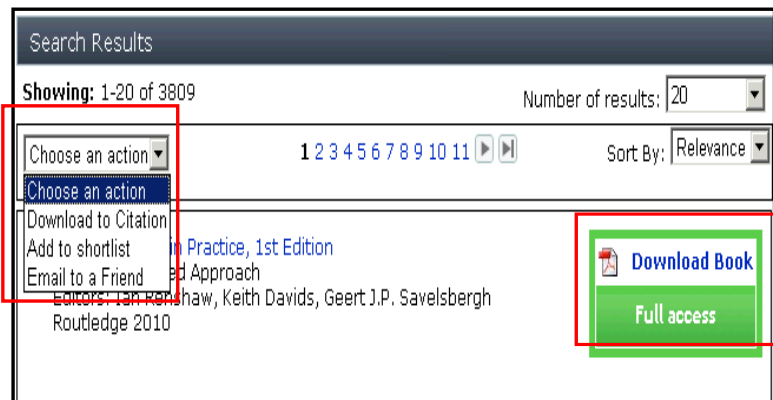


The screenshot shows the 'Search Results' section with a 'Sort By' dropdown menu open. The menu options are 'Relevance', 'Date', 'Publication Title', and 'Author'. A 'Buy' button is also visible next to the dropdown.

You can check the box next to the title of the required book and use the drop down to display a list of options

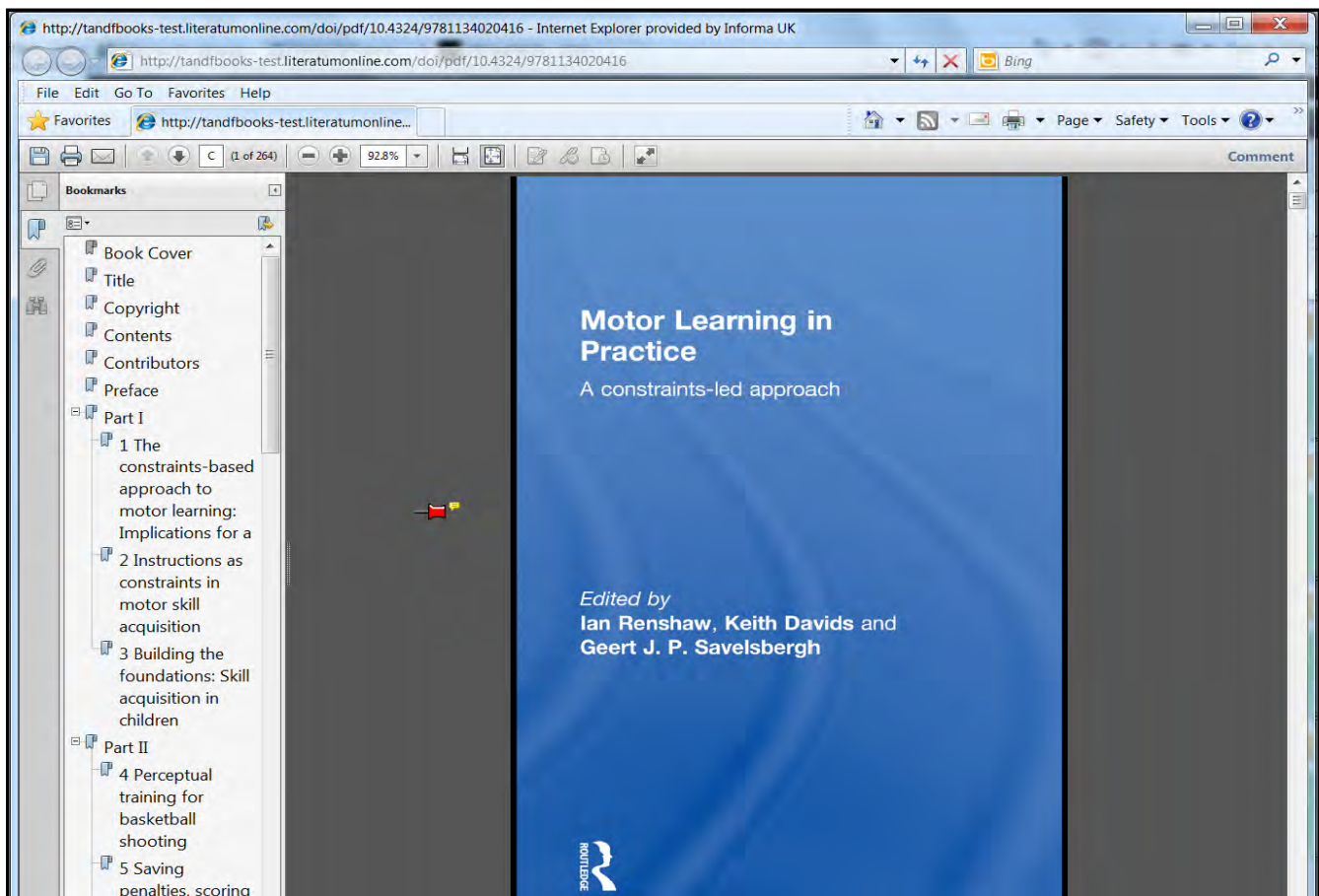
You can view the high level details of the book by clicking the **blue title**

Or you can Download the book by

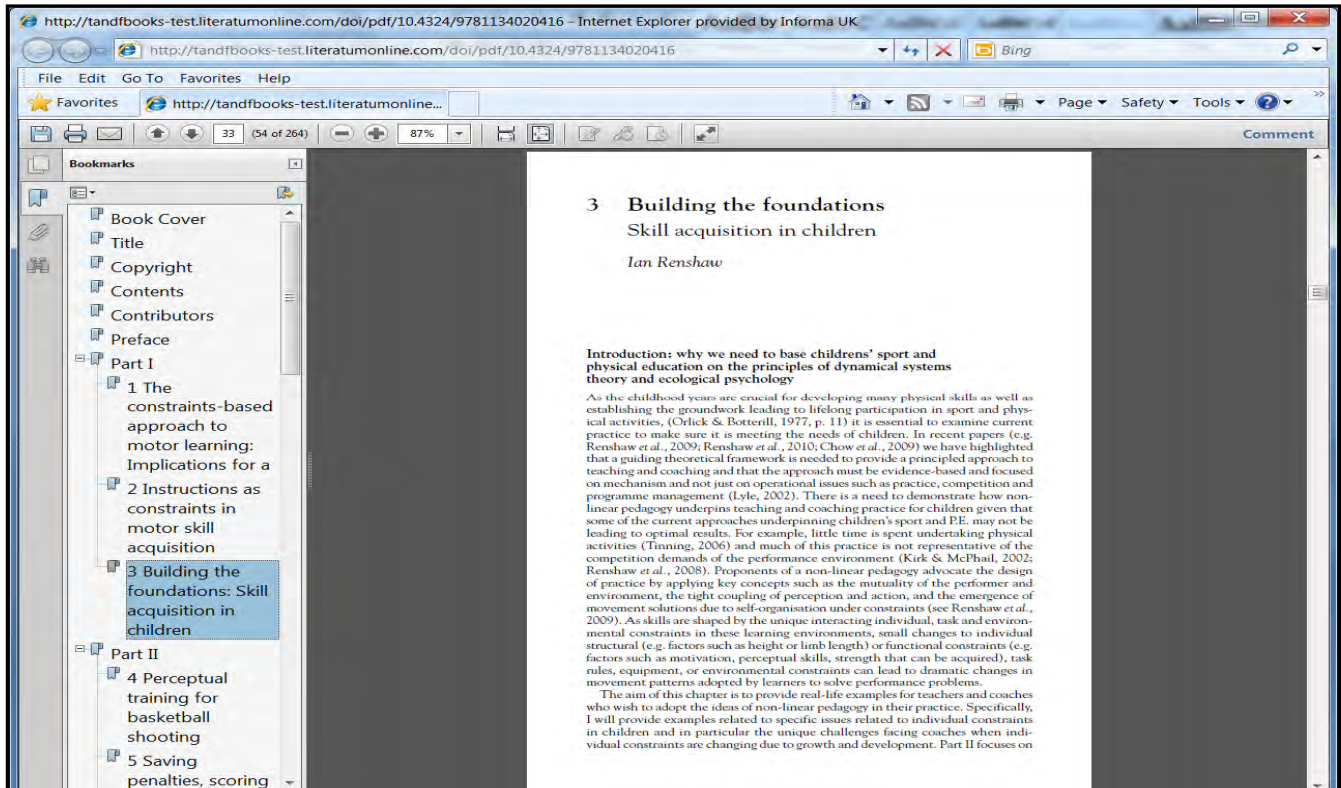


The screenshot shows the 'Search Results' section with a 'Choose an action' dropdown menu open. The menu options are 'Download to Citation', 'Add to shortlist', 'Email to a Friend', and 'Download Book'. The 'Download Book' button is highlighted with a green background and 'Full access' text.

selecting the '[Download Book](#)' option, the following will display –



You can navigate through the text –

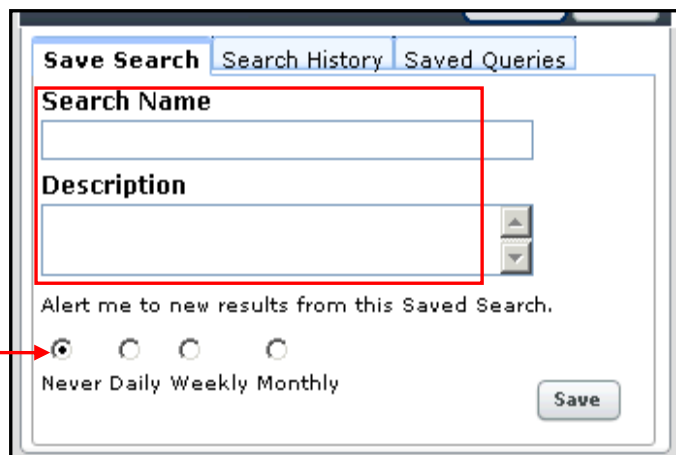


Saved Searches

Where the same search is going to be run regularly, it is possible to save the search criteria for later use rather than have to re-enter the details each time. This function is only available if the user has registered and has a personal log in.

Enter the search criteria and run the search. When results have been returned enter a Search Name and Description in the Save Search fields at the bottom of the Advanced Search screen and click **Save**.

It is also possible to receive alerts when new results are identified using the check boxes here, the default is to not receive alerts



Save Search **Search History** Saved Queries

Select previous searches from the drop down menu below. For more information on our search features, visit our [help](#) page.

Select a search from this session

Select a search from this session

- [Fulltext: motor learning in practice] (11348)
- [Fulltext: TEACHER EDUCATION] (3168)
- motor learning (11422)
- [Fulltext: Motor Learning in Practice, 1st E
- [Fulltext: TEACHER EDUCATION] (20025)
- [Fulltext: Music Therapy] (6099)

Search History provides a list of all searches performed in this session, the field entered e.g. Fulltext or Title and the number of records the search retrieved

To run a previously save search select the Saved Queries tab and click on **Run**

If you wish to delete a previously saved search click on **Delete**

Save Search Search History **Saved Queries**

	Saved on	Last run on	
Music Therapy			
Latest titles for Music Therapy			
M	Jun 21, 12	Jun 21, 12	Run Delete
Teacher Education			
Current titles			
W	Jun 21, 12	Jun 21, 12	Run Delete

Purchase Options Tab

From this tab there will be information regarding the purchasing options available with links to some of the Collections.

Purchase Options

We want you to be able to choose the right eBooks for your users. With eBooks covering everything from Language & Linguistics and Philosophy of Film to Commercial Law and Development Economics, there is a lot to choose from and we want to make your choice as easy as possible. That is why we have created several purchase options.

Whether you want to subscribe or purchase outright, invest in whole subject-specific collections or Pick & Mix individual titles, we hope that there will be an option to suit your needs.

Annual Subscription

Pick & Mix on a title-by-title basis or choose from a range of subject packages. All subscriptions can be ordered with anytime start and the ability to change or swap titles on renewal (50-title minimum applies).

Outright Purchase

A minimum 50-title initial purchase is required after which further individual titles can be purchased and added to your collection whenever you wish. No maintenance charges apply if your account is kept active (a minimum of one new title purchased each year).

The Collections

eCollections – There are 20 eCollections, offering a vast range of titles in a variety of different subject areas. Smaller sub-collections are also available to enable you to tailor your package more easily.

eFocus – 16 specialised, cutting-edge interdisciplinary collections, specially selected by expert subject editors. These packages have been created to complement some of today's newer university courses.

eBestSellers – Our eBestSeller packages include 100 of our most popular works in 12 major subject areas. A 'Greatest Hits' package if you will!

Archive & Subscription Packages – When you subscribe to either of our unique archive and subscription packages, you will not only gain access to two of our most prestigious frontlist programmes, you will also have free access to thousands of backlist titles. And you will retain perpetual access to the frontlist titles you receive during the life of your subscription.

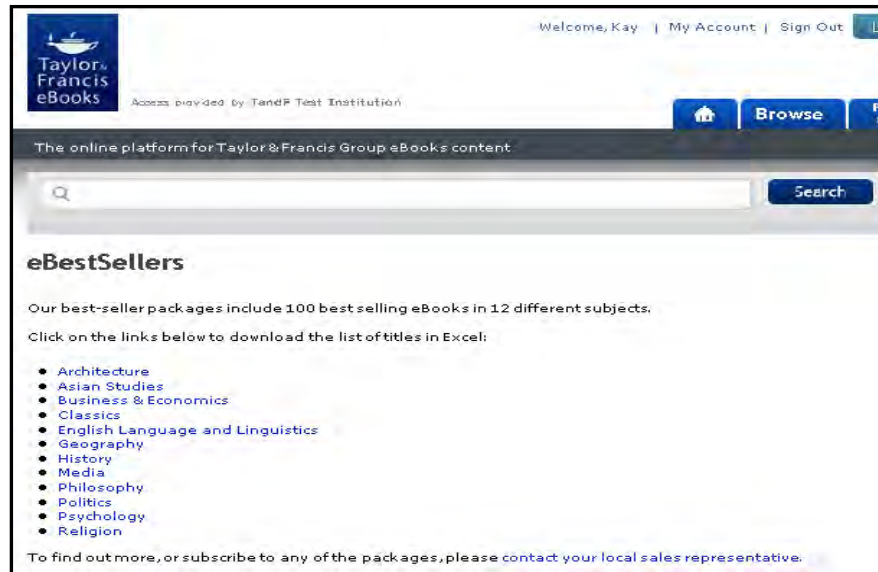
Pick & Mix

If none of our packages suit your institution's needs, you can tailor-make your own collection from across our full range of titles. (50-title minimum applies). [Click here to find out more.](#)

Individuals

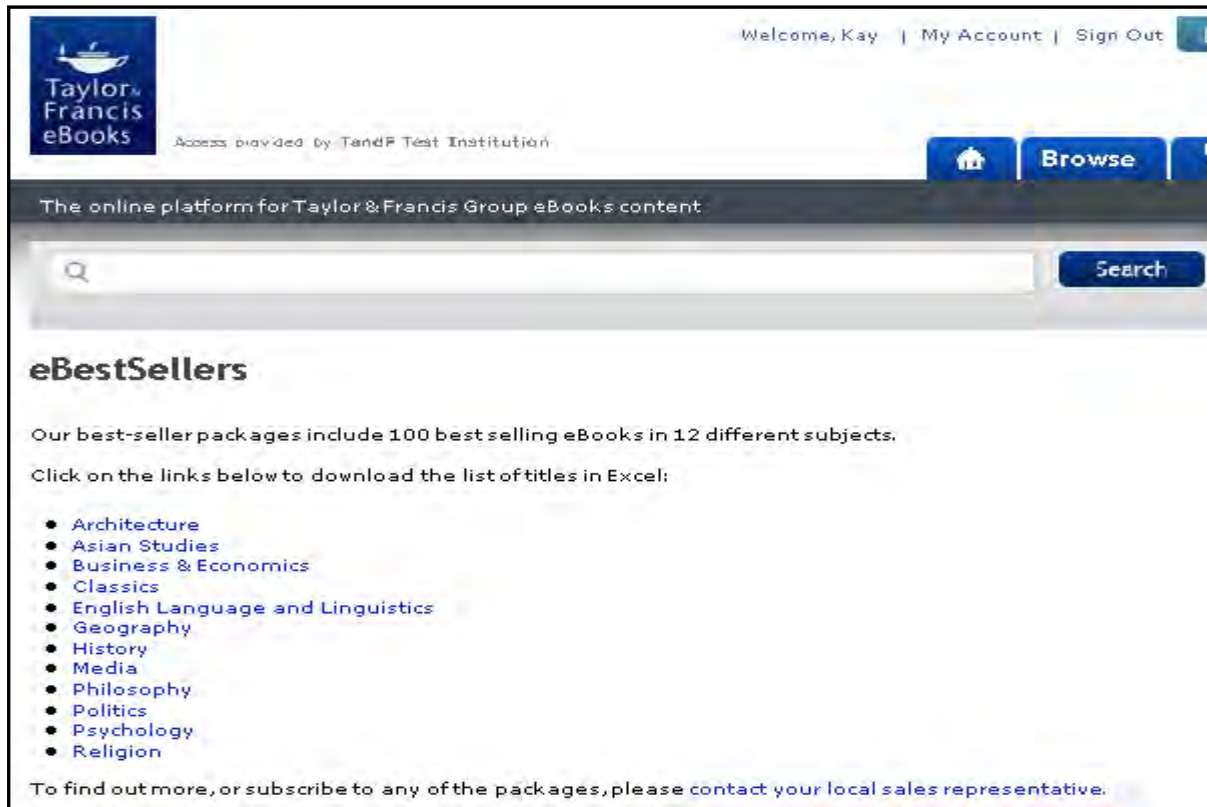
To purchase Taylor & Francis eBooks directly from us, please visit www.ebookstore.tandf.co.uk. Our eBooks are also available from all leading resellers, including Apple, Amazon, Sony and many more.

Click on a collection to display further details. For example this screen is displayed when **eBestSellers** is selected



Products Tab

The Products tab will display links to other websites which may be of interest to the customer.



Redeem a Voucher Tab

Select this tab and the **My Account** screen will be displayed defaulted to the **Access** tab where Voucher Codes can be entered.

Shortlist Tab

Select this tab and the **My Account** screen will be displayed defaulted to the **Shortlist** tab which has been explained earlier in this document.