

How to: download e-books



This manual is relevant for OTH AW students and staff only.

When looking up titles, you'll recognize e-books like this:



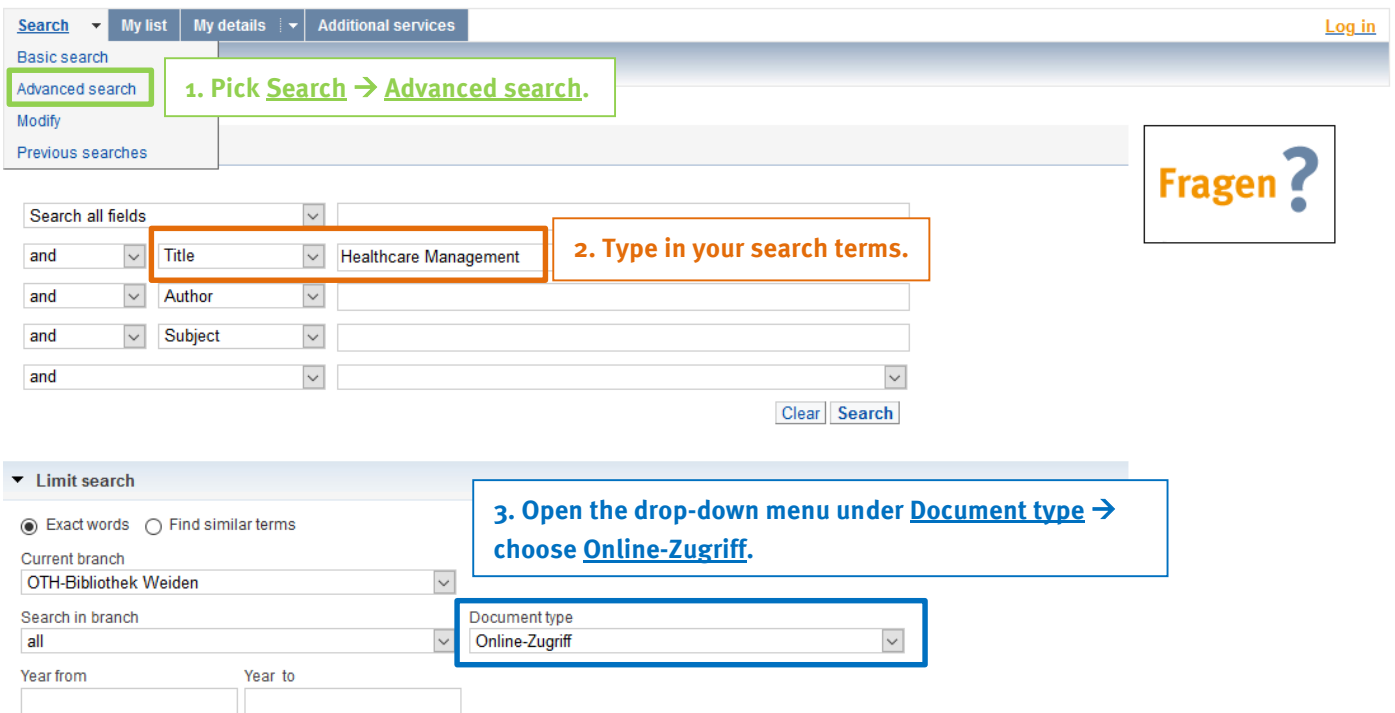
The screenshot shows the OPAC search interface. The search bar contains the text "Reconceptualization of wealth guerreiro". Below the search bar, there are options for "new search" and "Refine results". The search results are displayed under the heading "Local catalogues (1)". The first result is "The New Sciences Organizations : A Reconceptualization of the Wealth of Nations" by Guerreiro Ramos, Alberto. The result is marked with a red circle around the @-icon and another red circle around the "Full text" button. A red arrow points from the "Full text" button to a text box that says "E-books are easily recognizable by the @-icon (though not every e-book has one!) and full-text button (this one's absolutely reliable)." There is also a green box with text: "Looking for a specific title? Search for a combination of key words from the title and the author's (sur)name." and a blue box with a question mark icon and the text "Fragen?".

E-books that are available for download will **exclusively be shown in our local catalogues**. You cannot order e-books via **interlibrary loan!** However, you can always order a printed copy if we cannot provide access to the e-book!

Looking for e-books specifically:

What to do to only be shown e-books in your search results? There's **two options**: Either modify your settings **before (Option 1)** or **after (Option 2)** you send your search request.

Option 1:



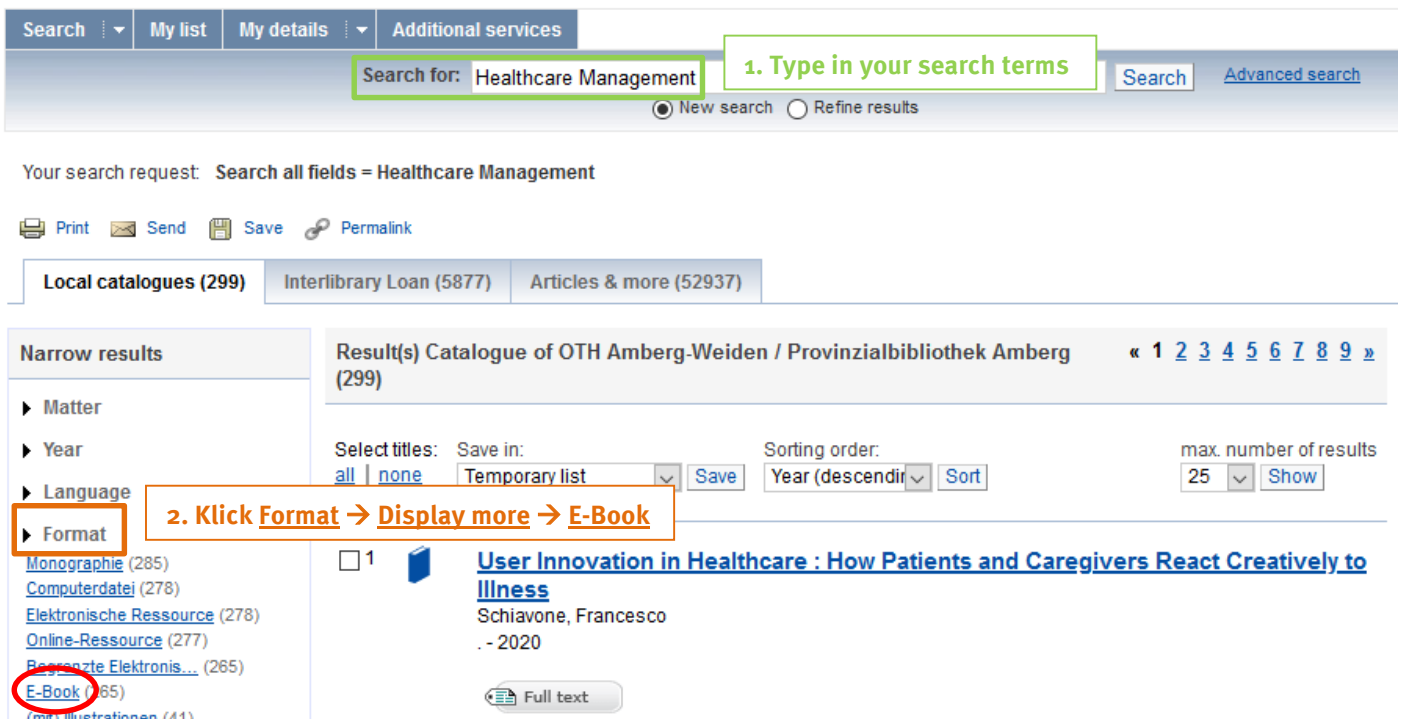
1. Pick Search → Advanced search.

2. Type in your search terms.

3. Open the drop-down menu under Document type → choose Online-Zugriff.

Fragen?

Option 2:



1. Type in your search terms

Your search request: Search all fields = Healthcare Management

2. Klick Format → Display more → E-Book

User Innovation in Healthcare : How Patients and Caregivers React Creatively to Illness
Schiaivone, Francesco
.- 2020

Full text

OTH VPN access:

So, the title you need is available for you to download. Great! What now?

In case you're doing your research from home, you will have to connect to the campus network via VPN.

The website of our **Rechenzentrum** has a detailed description up, albeit only in German. However, you will find all relevant links there.

URL: <https://www.oth-aw.de/informieren-und-entdecken/einrichtungen/rechenzentrum/vpn-zugang-zur-oth/>

Generally, there's two ways in which you can access the OTH network via VPN:

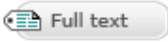
The first is to **download the [Forticlient](#) app**, the second would be the **access via our [VPN web portal](#)**. Please keep in mind that some publishers (like Hanser, for example) do not cooperate with the VPN web portal which is why we would recommend for you to download [Forticlient](#).

However, if you decide to work with the web portal, here's some tips to consider:

The website you want to access via the OTH network has to be bookmarked on the web portal. If there is no bookmark yet for our OPAC, you can add it by clicking on **+New Bookmark** and **copy-pasting the OPAC's URL**.

Almost there: Download

So you've found the e-book you're looking for in our local catalogues and are connected to the campus network via VPN? Perfect, now you're as good as done.

Klick the **Full text** button  that shows up beneath the respective title. You should be transferred to the publisher's website. Some publishers (like Springer) allow you to download the complete book while others (utb, for example) offer the download of single chapters.



Reading texts online is always possible.

There's no loan period for e-books. Once saved, you can keep the pdf files for non-commercial use.

Good luck with your research! 😊

If there's any questions, we're glad to help:

Library Amberg: bibam@oth-aw.de or tel. 09621/482-3215

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