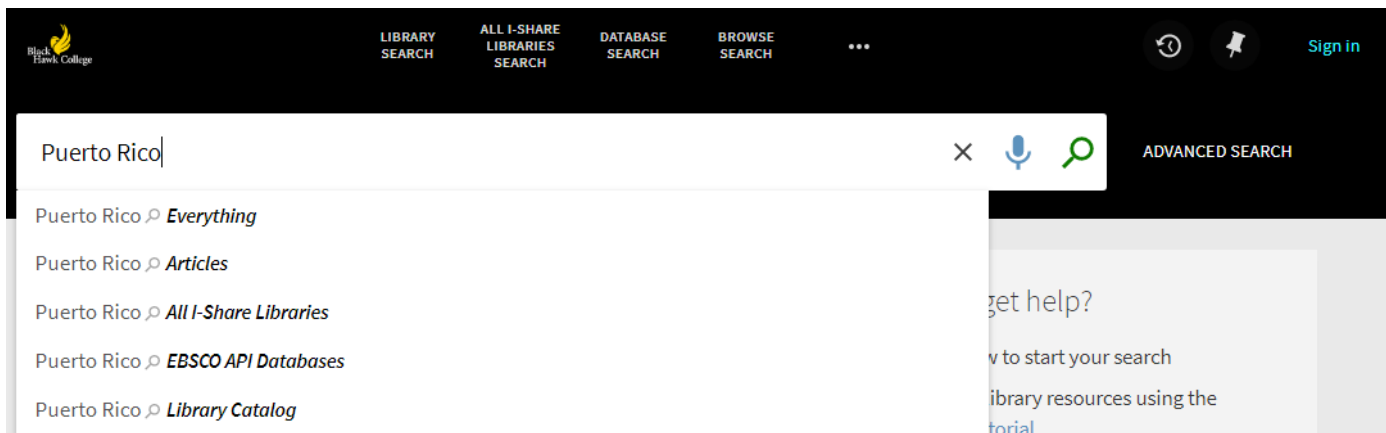


## How to Find an eBook in One Search

- Click on **Library** on your Canvas course page—this will take you to the Library homepage
- Or go to <https://www.bhc.edu/academics/academic-resources/library/>
- Click on the **Searching** button
- Click on **Sign in** (upper right-hand corner), in the pop-up choose **Black Hawk College Users**
- Sign in using your **myBlackHawk username and password**.
- **Type** a search term in the query box (you may use more than one word)



- Choose **Library Catalog** from the dropdown menu
- Click the **search** icon (the magnifying glass)
- Click **Advanced Search** to search by Keyword, Title, Author, or Subject
- On the **Results** page go to **Tweak your results** in the left-hand menu, go to **Availability**
- Click on **Available Online** for **ebooks**
- Click on the **Apply Filters** button
- Click on a **book title** to get more information about that book
- Scroll to the **Details** section for **Subject terms** and a **Description**, to determine if the book will be useful
- **Scroll to View Online**
- Click on the link in the white box to go to the database containing the ebook
- Examine the **ebook record or page** for **full-text, save, print, email, permalink, and citation** options
- **Note:** some ebooks may be downloaded and others may only be read online, most allow sections to be downloaded
- **Copy a Permalink** into your notes, the permalink will take you directly back to this ebook
- Click **Citation** to view and **copy** the **Citation** for this ebook into your References or Works Cited page

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