

## EBL DDA (Demand Driven Access)

To provide a larger range of eBook titles without purchasing them outright or having to try to find your required title from another supplier we have joined the EBL DDA scheme. This gives you access to loan or purchase titles, *depending on the cost*, some titles you will be able to loan or purchase immediately, others you will need to complete a very short request form and submit it to us for approval. The speed of our approval/rejection will depend upon the day and time of your request, during normal working hours we would hope to respond within a few hours, out of normal library opening hours your request will be dealt with the next 'working' day.

The 13,000+ DDA titles available are listed in our catalogue - <https://kgh.koha-ptfs.co.uk>. Enter your search and once you have found the title you are looking for click on the link 'Click here to access online'.

**1** Search bar

**2** Search results

**3** Authentication Point

If you have not already done so, enter your KGH NHS Open Athens details and click 'Login'. Your selected book will now be displayed.

**4** Book details page

**5** eBook Usage form

We ask you to read the book for 5 mins. to ensure it is the title you require before downloading the item or requesting access. Click 'Read Online' and, after you have completed the short eBook Usage form (1st time you access only), the book will be displayed, after 5 minutes you will be asked if you wish to loan the item for 1 or 7 days or (if over our set amount) you will be asked if you wish to place a request.

**6** Download options

**7** Request this Book form

When you click 'Yes, I wish to place a request' a 'Request this Book' form will show, please complete and click 'Request' to submit. (see above)



# Guide to Accessing Electronic Books purchased (owned) titles and DDA titles

## Accessing eBooks we 'own'

All eBooks that we have purchased are listed in our library catalogue.

To search for a title please check our library catalogue at - <https://kgh.koha-ptfs.co.uk>

Once found in our catalogue all you need to do is click on the link and then follow the instructions for external access overleaf.

Search Library catalog

Advanced search Most popular

Home Results of search with limit(s): mo-type:ph:EBOOK

Availability: Link to currently available items.

Authors: Horton-Smith, Daniel; Lee, M. Anne; Pappas, Jan; Ryan, Robert J.; Simmonds, Anna; Show more

Item types: Book - 2 Week Loan; eBook - available online - Athens; Item request; LINK TO ONLINE DOCUMENT; Reference material

Locations: On the Shelf; Online Resources

Series

To view a list of **all** the eBooks we own - on our catalogue site (link above) click on the 'Advanced Search' option, then scroll down to the 'Item Type' section and tick the 'eBook' option then 'Search'. It will now list the eBook titles that you have **full** access to.

Item type

Limit to any of the following:

- LINK TO ONLINE DOCUMENT
- Book
- Book - 1 Week Loan
- Book - 4 Week Loan
- Book with disk - 2 week loan
- Book - 1 Week Loan
- Book with disk - 0 week loan
- CD-ROM 1 week loan
- CD-ROM 2 week loan
- CD-ROM 4 week loan
- CD-ROM 6 week loan
- DVD - 2 week loan
- DVD - 4 week loan
- DVD - 6 week loan
- Educational Materials
- EJournal - may be available full-text using an Athens login
- Item borrowed from another library
- Journal
- Reference material
- Request - Statistical purposes only
- Slides
- eBook - available online - Athens login required

## External sources

The links will take you to an external source, the majority of our catalogued eBooks are either EBL or Ovid  
(some other IT titles are freely available from open sources)

### EBL logging in: -

Once you click on the link in our catalogue you will be directed to the Athens 'Authentication Point' screen - enter your KGH NHS OpenAthens username and password and click the 'Login' button.



When the book loads if it states 'Read online (Available)' we 'own' the book and you can click on the button to go straight through to the reading pages.

*Please see DDA overleaf for access to non-owned titles - those which state 'Read Online (Browse)'.*



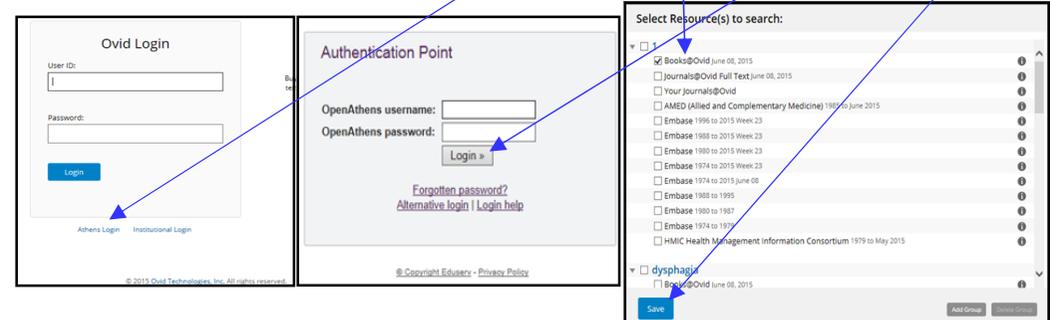
We do ask that you read the item for 5 minutes before downloading/loaning the item (each title has a certain number of loans permitted each year, therefore we ask that you read to ensure you do require the book before wasting any of those loans), after the 5 minutes you will be requested to download the title. If you still require it, you will need to select a download format and loan length.

**Please note** that [Adobe Digital Editions](#) is required to download titles, if you do not already have it you will need to click on the link listed, when the site opens choose the format (mac, windows mobile etc.) and follow the instructions (if using a KGH computer you may need to request IT installs it on your behalf).

### Ovid logging in: -

Once you click on the link in our catalogue you will be directed to the Ovid Login screen, here you will need to click on 'Athens Login' which will take you to the Athens 'Authentication Point' screen - enter your KGH NHS OpenAthens username and password and click the 'Login' button.

A screen detailing the Ovid resources available to you will be listed on screen, click in the box to the left of 'Books@Ovid' and click 'Save'.



Unfortunately you will now have to search for your chosen book title again - in the Search box enter the title of the book and click 'Search', your results will be listed, click on the correct title to view the book. You can then navigate your way through the book using either the chapter selection on the left (click on the plus to the left of the chapter titles to open up all of the items included in that chapter); in the left chapter section scroll down to and open the index listing for further detail; or use the search box to enter what you are looking for and then click the 'current book' option. Your results for sections in the book that include your keyword or term will be listed - click on each title to view that result.

