



Safari Books Online user guide



You can read over 5000 of the latest computing and business e-books through Safari Books Online, some of which are available online before they are in print!

How can I access Safari e-books?

There are two ways to access the e-books available through Safari:

- You can access Safari through infoLinX
- You can search for individual e-books in the library catalogue, and link directly to the full text e-book in Safari.

Do I need a username and password?

If you are working on-campus you don't need to log in. If you are working off-campus you can log in to Safari using your University username and password. To log in successfully you must access Safari from infoLinX, the library catalogue or Blackboard – if you go directly to Safari's website you won't be able to log in.

Why can't I get in to Safari?

There is a limit of five University of Westminster users on the Safari site at any one time. If the site is busy you will need to try again later.

Can I print or download from an e-book?

Yes, but you may only print or download small sections—as a rough guide about one chapter is usually acceptable. You may not print or download a whole e-book. Attempts to do so can be monitored and are a breach of copyright law and the University regulations.

How do I search Safari?



- You can search the **Entire Site**, or limit your search to author or book title. **Advanced Search** gives you more search options
- If you enter more than one word in a search field, Safari will search for e-books containing both words.
- To search for the phrase “*computer programming*” put quotation marks around your search terms
- To search for variations of a word, enter just the stem of the word. For example, to search for both *computers* and/or *computing*, enter *comput*.
- You can use **Browse by category** to see a list of books for each subject.

If your search is successful, you will see a list of e-books that match your search terms.

Click on **More results from this book** to see where your search terms appear in the book

The screenshot shows the Safari Books Online interface. At the top, there's a navigation bar with 'HOME' and 'LIBRARY' on the left, and 'University of Westminster' and 'Logout >' on the right. Below this is a search bar with the text 'Search Results For: web design nutshell'. To the left of the search bar is a sidebar with a search input field and a 'GO >' button. Below the search bar, there's a 'Was your search useful?' section with 'YES' and 'NO' buttons. The main content area is divided into two tabs: 'Books (708 Results)' and 'Safari Guides (6 Results)'. Under the 'Books' tab, there are options to 'Show' 'Books' and 'Short Cuts', and a 'Sort By' dropdown set to 'Relevancy'. Below this, there's a pagination control showing '1-20 of 708' and a 'Next >' button. The first search result is for 'Web Design in a Nutshell, Third Edition' by Jennifer Niederst Robbins, published by O'Reilly. The result includes a small book cover image, the title, author, publisher, publication date (2006/02/21), and insert date (2006/04/08). Below the book information, there's a 'Table of Contents' link and a 'More Results From This Book' link with a right-pointing arrow.

Click on the title of the e-book to go to a brief description, or to start reading the book

Click on **Table of Contents** to go directly to the fully expanded table of contents

What software do I need to access Safari?

Safari needs only a web browser.

I need help!

Help is available in Safari. If you have any further queries, please contact your academic liaison librarian.

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