

Sindh Madressatul Islam University, Karachi

HEC DIGITAL LIBRARY & KBHE E-RESOURCES USER GUIDE



KHAN BAHADUR HASSANALLY EFFENDI LIBRARY

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1- Introduction to Digital Library

Digital Library is a collection of electronic resources that provides direct/indirect access to a systematically organized collection of digital objects.

2-<u>HEC Digital Library</u>

- HEC Digital Library provides access to international scholarly eliterature.
- Providing high quality, peer-reviewed journals, databases, articles and e-Books across a wide range of disciplines.
- The e-books support program allows researchers to access most of the important text and reference books electronically in a variety of subject areas.
- Around 75,000 number of electronic content has been made available through the Digital Library Program.



- i. Open your web browser e.g. Internet Explorer, Mozila Firefox, Google Chrome etc. on any internetconnected computer.
- ii. Type: <u>https://online.smiu.edu.pk/sslvpn/portal.html</u> in the address bar & press enter key.



iii. Now the page will be displayed as shown below;

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- iv. Enter username and password as given below & Click the Login button.
 - ➢ Username: KBHE
 - Password: Smiu@123
- v. The following page will be papered, click on SMIU Digital Library

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Bookmarks	
SMIU Digital Library	

vi. Now you can see the page of Sindh Maddressatul Islam University

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4. Type of resources in the Digital Library

HEC Digital Library has been providing the following type of e-resources;

i. Full Text

In full text the whole journal/book can be downloaded

ii. **Partial Full Text** Selected articles can be downloaded

iii. **Table of Contents/abstracts only** Only content of books/journal and abstracts can be read online.

5. Searching Techniques

- i. Boolean Search: The three basic Boolean operators are: AND, OR, and NOT.
 - a) Using AND: Narrow your results, tell the database that ALL search terms must be present in the resulting records.
 - b) Using OR: Broaden your results, telling the database that **ANY** of your search terms can be present in the resulting records connect two or more similar concepts.
 - c) Using NOT: Narrow your search, telling the database to ignore concepts that may be implied by your search terms, **EXCLUDE** words from your search



ii. Truncation:

Truncation, also called stemming, is a technique that broadens your search to include various word endings and spellings.

- To use truncation, enter the root of a word and put the truncation symbol at the end. The database will return results that include any ending of that root word.
- ➤ Examples:
 - plant* = plants, plantation, planting
 - genetic^{*} = genetic, genetics, genetically
- Truncation symbols may vary by database; common symbols include: *, !, ?, or #

iii. Wildcards:

Similar to truncation, wildcards substitute a symbol for one letter of a word.

- > This is useful if a word is spelled in different ways, but still has the same meaning.
- ➤ Examples:

wom!n = woman, women colo?r = color, colour

iv. Proximity search:

Proximity searching allows you to search based on how closely two or more search terms appear in the search results

- Near Operator (N), female N5 education (in any order)
- Within Operator (W), female W5 education (in order)

v. Phrase searching:

"Female education in Pakistan"

vi. Field Searching

Author, Title, Publisher, etc.

HEC Digital Library Database

i. <u>How to Access ProQuest Dissertations & Theses Global</u>

ProQuest Dissertations & Theses Global is the world's most comprehensive collection of dissertations and theses from around the world, spanning from 1743 to the present day and offering full text for graduate works added since 1997, along with selected full text for works written prior to 1997. It contains a significant amount of new international dissertations and theses both in citations and in full text.

Subject Strengths/Covers

- Business and Economics
- Medical Sciences
- ➤ Science
- ➤ Technology
- > Agriculture
- Social Sciences
- > Arts
- ➢ Humanities





6. The results will appear as inserted

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			distance barriers. One hundred twenty-five active exporters based in <mark>Pakistan</mark> Abstract/Details Preview - PDF (760 кв) Full text - PDF (3 мв) 🍃 Order a copy Cited by (4) References (133) Show Abstract ~	
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- 7. Browse one by one by reading abstracts of appeared results
- 8. Click on FULL TEXT, PDF at bottom of citation appeared to get its full text



9. Your search complete here

ii. How to Access ASTM

The ASTM Standards & Engineering Digital Library is a vast collection of industry-leading standards and technical engineering information. It covers a broad range of engineering disciplines, including aerospace, biomedical, chemical, civil, environmental, geological, health and safety, industrial, materials science, mechanical, nuclear, petroleum, soil science and solar engineering.

Subject Strengths

- Aerospace
- Biomedical
- Chemical
- Civil
- Environmental
- Geological
- Health and safety

- Industrial
- Materials science
- Mechanical
- Nuclear
- Petroleum
- Soil science
- Solar engineering

Standards

- 1. All 13,000+ active ASTM standards | Available in both PDF and HTML formats
- 2. Approximately 45% are test methods which are supported by scientific and statistical studies.
- 3. 48,000+ historical standards & 2,200+ withdrawn standards
- 4. 12,300 redlines shows the comparison between versions of standards

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User name: 1798985

Password: ASTM (no-one should change this)

- 3. You can see Video link at their site HOW TO SEARCH ASTM as well
- 4. No ACADEMIC ACCESS Sign in required





- 6. Your search results will appear, you can refine your search by **RESULT TYPE**, **DOCUMENT TYPE & CATEGORY**
- 7. Click on PDF (yellow tab) to download full text



8. Search result may appears like this'

5. Enter the search key into the SEARCH BAR, i.e mentioned

iii.<u>How to Access Ebrary</u>

Ebrary offers a wide variety of content across many subject areas, especially in business and social science. It acquires integrated collections of eBooks and other content. ebrary continues to add quality eBooks and other authoritative titles to their selection from the world's leading academic and professional publishers. It has **142,000** e-Books.

- Users will be able to copy paste each page and **download a book for 15 days**(after 15 days it can be downloaded again)
- All Institutions will be able to access all subject collections

Service Strengths:

- Agriculture
- Auxiliary Sciences of History
- Bibliography, Library Science, Information Resources (General)
- Education
- Fine Arts
- General Works
- Geography, Anthropology, Recreation
- History (General) and History of Europe
- History: America
- Language and Literature

- Law
- Medicine
- Military Science
- Music and Books on Music
- Naval Science
- Philosophy, Psychology, Religion
- Political Science
- Science
- Social Sciences
- Technology



- 1. Click on the **eBrary link** from HEC digital Resources page
- 2. You can consult Ebrary USER GUIDE for effective search
- 3. Otherwise Insert your search term into the **SEARCH BAR**
- 4. You can use **ADVANCED SEARCH** option or **BROWSE SUBJECTS** for more specific searching.



- 5. Results will appears like this window
- 6. You can Minimize your results by Scroll down menu of SORT BY at top right
- 7. You can further refine your search from left side options by YEAR, SUBJECT, LANGUAGE etc
- 8. Besides Title of the each item, Four Buttons showing your option i.e FULL DOWNLOAD, READ ONLINE, TABLE OF CONTENTS, ADD TO BOOKSHELF

iv. How to Access INFORMS

The Institute for Operations Research and the Management Sciences (INFORMS) publishes 12 scholarly journals, including a journal for the practice of OR/MS (Interfaces), as well as an on-line open access journal (INFORMS Transactions on Education). Full text of 12 INFORMS titles available, current year dating back to 1998.

Subject Strengths

- Operations Research
- Management Science
- Analytics
- Operations Management
- Information Systems
- Decision Analysis
- Research Theory
- Marketing Research and Science
- Computing and Information Technologies
- Research Theory
- Strategic Management & Supply Chain Management
- Mathematical Theory

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1. Click on the INFORMS from HEC Digital Resources page

2. Enter the Search Term into the **MAIN SEARCH BAR** or **ADVANCED SEARCH** option by using Searching techniques



- 3. You can Refine your search from left side keys of AUTHOR, PUBLICATION, KEYWORD
- 4. Each result has two options one mentions PDF+PERMISSIONS, the other one showing only PDF
- 5. ONLY PDF means accessible to us



- 6. You can get pdf file by click VIEW PDF at left side
- 7. The search will be appeared as shown below;



v. <u>How to Access SpringerLink</u>

SpringerLink provides access to 503 full-text Springer-Verlag Journals and 738 full-text journals formerly published by Kluwer Academic Publishing. It is one of the world's leading information services for Science, Technical and Medical journals.

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	Content Type		Book	
	Article	35,985	Martial Law in India, Pakistan and Ceylon	
	Chapter	29,966	(1962)	
	Conference Paper	1,896		
	Reference Work Entry	1,585		
	Protocol	67		
	Book	22	Book	
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	Medicine & Public Health	7,935		tiv te Windows
	Political Science and International Relations	6,268		o to settings to activate Windows.
	Social Sciences	5.025	Chapter	

- 1. Click on the INFORMS from HEC Digital Resources page
- 2. Insert your Search Term in the main search Bar
- 3. You may Specified your search **using BOOKS A-Z, JOURNALS A-Z & VIDEOS** available at underneath of search tab
- 4. You can further refine your searching from left side bars by AUTHOR, PUBLICATION, & KEYWORDS



- 5. Your search results will appears like this, including books, article and journals as per information you asked for
- 6. Remember the YELLOW COLOR LOCK (means one could not get this one)
- 7. You can view full text without LOCK



- 8. Unlocked search result may appear like this, after reading abstract
- 9. Click on DOWNLOAD PDF



10. Your downloaded publication appear in pdf acrobat

vi. How to Access Taylor & Francis Journals

Taylor & Francis has grown rapidly over the last two decades to become a leading international academic publisher. More than 1,300 titles in humanities, social sciences and applied sciences.

Subject Strengths

- Arts & Humanities
- Anthropology & Archaeology
- Behavioral Science
- Business, Management & Economics
- Chemistry
- Criminology & Law
- Education
- Engineering, Computing & Technology
- Environment & Agriculture
- Geography, Planning, Urban & Environment

- Library & Information Science
- Mathematics & Statistics
- Media, Cultural & Communication Studies
- Physics
- Politics, International Relations & Area Studies
- Public Health & Social Care
- Sociology & Related Disciplines
- Sport, Leisure & Tourism
- Strategic, Defense & Security Studies

1. (Click on the Taylor	& Francis from	HEC Digital Resources	page
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👉 Taylor∗ Francis	Online	Access provided by Sindh Madresat	tul Islam University	💄 Log in 📔 Register	🏲 Cart
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2. Search any term in search bar for example "Social Sciences" and click on journals

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Access Type Only show content I have full access to Only show Open Access	Cogent Social Sciences >	Activate Windows Go to PC settings to activate Windows

3. Use filter by clicking on open full access journal



vii. How to Access Wiley-Blackwell Journals

- Since the Blackwell-Synergy merger with Wiley-Inter-science, all the journals available to HEC consortium are now available through Wiley-Inter-science.
- Online database containing over 1,234 journals in science, technology, medicine, humanities and social sciences.

1. Click on the Wiley-Blackwell Journals from HEC Digital Resources page



2. Search any term in search bar like "Business Ethics"

re online.smiu.edu.pk/proxy/0dfc3497/https/onlinelibrary.wiley.com/journal/14678608		९ 🕁 😫
COVID-19 campus closures: see options for <u>Remote Access</u> to sub	bscribed content.	
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Business Ethics A EUROPEAN REVIEW Edited By: Raff Barrameyer, Dima Jamali Jennifer Leigh, Georges Samara Impact Carcor 2.919 19: Journal Citation Reports & Ranking: 2018: 57/147 (Business) 3/54 (Ethics) Online: USN: 1467-8663 @ John Wile & Sons Ltd	Relines FINS LATEST ISSUE > Volume 29, Issue : April 2020	2
HOME ABOUT V CONTRIBUTE V BROWSE V	(
Announcements	Submit an Article	
In recent years Business Ethics: A European Review (BE:ER) has experienced tremendous growth. The Impact Factor has grown to 2.9, the acceptance rate is between 7% and 13%, and submissions continue to increase.	Browse free sample issue	
In this Editorial, from the first issue <u>Volume 29</u> , the new team of Co-Editors took the opportunity to introduce theoretics and consider their mission and vision for the future of the journal	Let content alerts	
A reinvigerated vision for REER to sustain a trajectory of excellence	Subscribe to this journal	
Dima Jamali, Ralf Barkemeyer, Jennifer Leigh & Georges Samara	•	Activate Windows

3. Click on Latest Issue

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4. Click on any article to download or read online

SMIU Course Books

Open browser, type <u>https://online.smiu.edu.pk/sslvpn/portal.html#/</u> in address bar.

- 1. Enter
 - Username: KBHE
 - Password: Smiu@123
- 2. Press Login button
- 3. Now the page will be displayed as shown below;

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	Bookmarks	
	SMIU Digital Library KBHE Resources	
4		
4.	Click on KBHE Resources	
5.	The below screen will be displayed	
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	Login to KBIIE Resources	
	User Name	
	Pessword Login	22 Page

- 6. Enter Username and password as mentioned above.
- 7. Now you can see the folder of Course books. You can read & download by single click.

How to Logout

1. Go to Top Right corner and click Logout as shown in below Figure.



Open Access Resources (Useful Links)

Open-access literature is digital literature that is available on the web, free of charge, and free of most copyright and licensing restrictions. Committing to open access requires dispensing with the financial, technical and legal barriers that are designed to limit access to scientific research articles to paying customers. The only constraint on reproduction and distribution, and the only role for copyright in this domain, should be to give authors control over the integrity of their work and the right to be properly acknowledged and cited.

1. KBHE Library Online Catalogue

KBHE Library strives to conceptualize and offer host of information services to the members of its community to contribute into their scholastic and life-long-learning. Online Public Access Catalogue enables the users to explore the learning resources of the library.

- OPAC: <u>http://ils.smiu.edu.pk/</u>
- New Arrivals 2019: https://smiu.edu.pk/themes/smiu/files/new-arrivals2019.pdf

2. <u>Electronic Books</u>

HEC Open Access E-Books

Facilitating institutions of higher learning to server as an engine of growth for the Socio-Economic development of Pakistan. <u>http://www.digitallibrary.edu.pk/OAEBooks.html</u>

➢ <u>Archive Org</u>

Internet Archive is a non-profit digital library offering free universal access to books, movies & music, as well as 302 billion archived web pages. <u>https://archive.org/index.php</u>

Project Gutenberg

Project Gutenberg is a library of over 60,000 free eBooks. <u>https://www.gutenberg.org/</u>

➢ Trova

Find and get Australian and online resources: books, images, historic newspapers, maps, music, archives and more.<u>https://trove.nla.gov.au/</u>

3. <u>Electronic Journals</u>

► <u>HEC E-Journals</u>

Facilitating institutions of higher learning to server as an engine of growth for the Socio-Economic development of Pakistan. <u>http://www.digitallibrary.edu.pk/OAJournals.htm</u>

Directory of Open Access Journals (DOAJ)

Directory of Open Access Journals (DOAJ) is an online directory that indexes and provides access to quality open access, peer reviewed journals. <u>https://doaj.org/</u>

Scientific Electronic Library Online

SciELO is a database with more than 1,249 scientific journals. It offers open access to scholarly documents in the fields of biology and technology.<u>https://scielo.org/en/</u>

Science Open

ScienceOpen is an incredible research and publishing network offering open access content from more than 24,000 journals.

https://www.scienceopen.com/

4. Electronic Dissertation/Theses

- <u>Pakistan Research Repository</u> An initiative of Higher Education Commission, Islamabad. <u>http://prr.hec.gov.pk/jspui/</u>
- ➢ Open Thesis

Open Thesis is a free repository of theses, dissertations, and other academic documents, coupled with powerful search, organization, and collaboration tools.

http://www.openthesis.org/

Open Access Theses and Dissertations (OATD)

Theses and Dissertations. Advanced research and scholarship. Theses and dissertations, free to find, free to use. Advanced search options <u>https://oatd.org/</u>

Please Note:

- If you are unable to connect VPN, please contact to the I.T. Department.
- A request can be made to the library Department for having access to the full-text of the desired research paper if not accessed.
- Users must respect copyright limitations and exceptions available to the researchers in law by copy a portion of the work. Use of material from these sites is reserved for educational purposes only, any commercial use is strictly prohibited.

THANK YOU