



**CHINOOK**  
ARCH REGIONAL  
LIBRARY SYSTEM

# DIGITAL **RESOURCES**

CLASS 3 OF 7 IN THE FUNDAMENTAL DIGITAL LITERACY SKILLS PROGRAM

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# INTRODUCTION

The Internet has given us the ability to access far more information and resources than we had before we went online, but it can be hard to find those resources. One of the best ways to explore what the digital world has to offer is to use your library card - libraries are more than just buildings with books these days (though don't worry, those aren't going anywhere!). Your library card is a key that you can use to access some great digital resources, like taking ebooks on holiday, borrowing the newest blockbuster movie without needing a television or movie player, or even doing some family history research.

Chinook Arch Regional Library System and the Government of Canada want to introduce you to what your library membership offers you, as well a quick refresher (or introduction!) on how to do an Internet search, so you can feel comfortable going online and discovering more information and resources on your own.



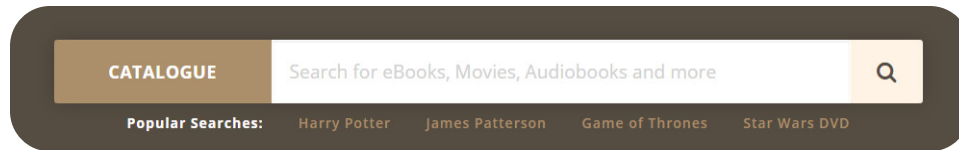
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LITERACY SKILLS PROGRAM**  
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**Canada** 

# LIBRARY CATALOGUE AND DIGITAL RESOURCES

When you visit your library's website, you will see a search bar titled "Catalogue" in the middle of the screen.



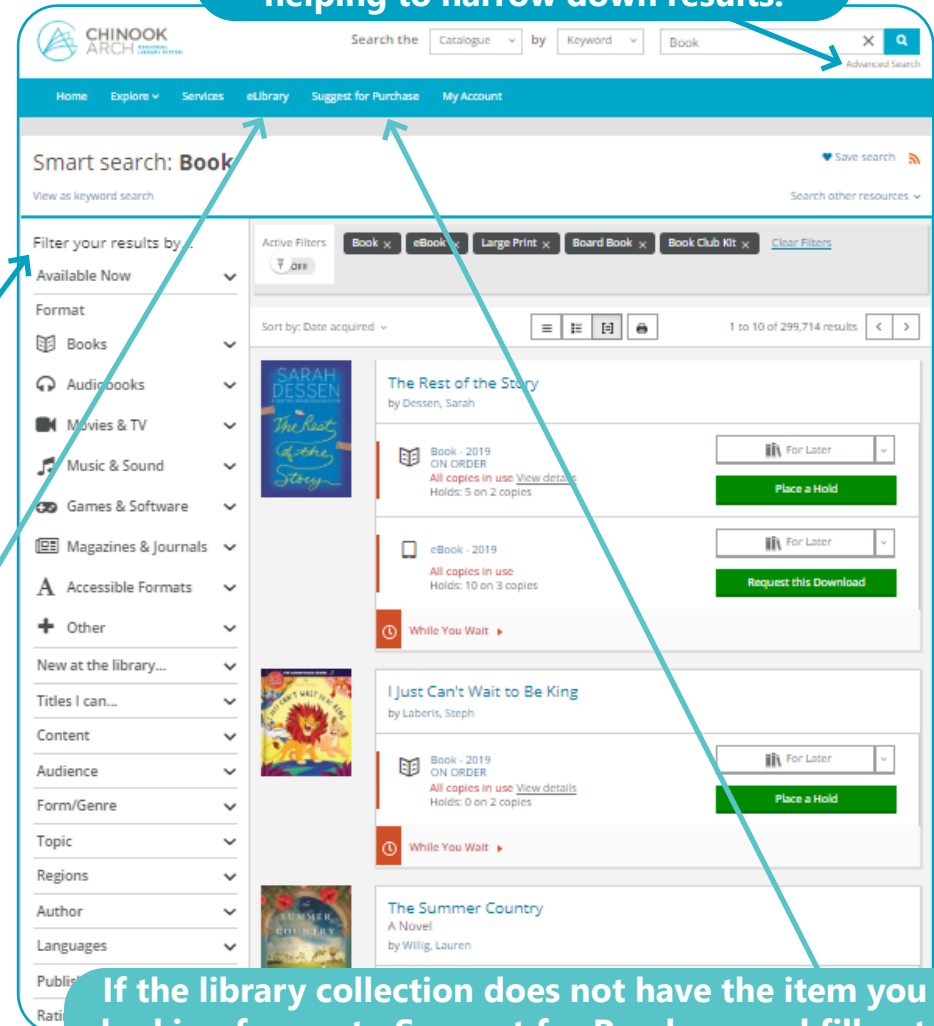
This search bar allows you to use keywords (like author or title) to search through everything available through the library - and you have access to books and other resources in all 33 Chinook Arch member libraries.

After you have received your search results, you should see a list of options along the left side of the screen. These are limiters, which will also limit your results after doing a basic search. For example, you could narrow your results to only books, or only ebooks.

If you visit the eLibrary page on your library's website, you will see a list of all the great digital resources that Chinook Arch has for library cardholders. These resources give you free access to more information and content than can be kept in a physical building, including tools for historical research and educational opportunities.

If you ever run into trouble, go to your library's eLibrary page and click on the resource you need help with - there will be a link to a Help portal.

The Advanced Search option, located under the search bar, allows you to enter more information into a form, helping to narrow down results.



If the library collection does not have the item you are looking for, go to Suggest for Purchase and fill out the form to request your library purchase the item!



# NICHE ACADEMY

Niche Academy provides easy-to-follow tutorials for many of our digital resources to help you get started using them.

They also have tutorials for other library activities, not just our digital resources. You can learn how to pay your fines, borrow material from other libraries in Alberta through the Alberta Public Libraries Resource Sharing System, and how to use many of our digital resources.



The screenshot displays the Chinook Arch Academy website interface. At the top, the header includes the Chinook Arch logo and the text 'Chinook Arch Academy'. On the right side of the header, there are links for 'Library Home' and a 'Categories' dropdown menu. A search icon is centered above the main content area. The main content is organized into a grid of 12 tiles, each representing a different digital resource or service. Each tile features a representative image, a logo, and a brief description of the resource.

| Resource   | Description   |
|--|---|
| BIBLIO COMMONS                                       | Connect with your Library Online - BiblioCommons Basics                                   |
| Paying Library Fines Online                          | Paying Library Fines Online   |
| Connecting To Library Services On Your Mobile Device | Connecting To Library Services On Your Mobile Device                                      |
| Alberta Public Libraries Resource Sharing System     | Request Loans from Libraries Across Alberta with the Public Libraries Resource Sharing... |
| OverDrive   Libby                                    | OverDrive   Libby - eBooks, Audiobooks, and More  |
| Hoopla   | Hoopla - Audiobooks, eBooks, and Video  |
| TumbleBook Library                                   | TumbleBook Library - Picture Books and Kids Videos  |
| Pronunciator   | Pronunciator - Language Learning Online   |
| Flipster   | Flipster - Free Magazines   |
| PressReader  | PressReader - Connecting People Through News  |
| Gale Courses   | Gale Courses - Free Online Courses  |
| NoveList   | NoveList - Book Recommendations   |
| Zoom   | Zoom Video Conferencing   |
| Microsoft Teams                                      | Microsoft Teams   |

# OVERDRIVE AND LIBBY



Libby is a new, simplified app for mobile devices. You still have access to the full catalogue, but it is easier to use than the old OverDrive app.

**OverDrive has thousands of ebooks and audiobooks that are available for you to borrow for free using your library card.**

**You have no borrowing limits with OverDrive and its associated app Libby, though you may need to place holds for some items.**

## WHY EBOOKS?

- Great for traveling
- Customizable accessibility settings
- Space saving

You can read or listen to your OverDrive books on your computer or a mobile device, like a tablet. If you use a Kobo or NOOK eReader you will need to create an Adobe ID and use Adobe Digital Editions in order for the ebooks to be compatible with the eReader (unfortunately, Kindles are not compatible). We suggest that you visit the OverDrive Help website and search for Adobe Digital Editions, as this gives you step-by-step instructions for set-up and troubleshooting.

# HOOPLA

Using your library card, you can instantly borrow movies, television shows, music, audiobooks, and ebooks. hoopla lets you stream them from the Internet and download them to your computer or device to take with you. When your borrow time is up, your items will be returned automatically – however, keep in mind that you can only borrow 5 items a month.

You can stream titles instantly through your desktop browser or the hoopla mobile app. If you use the mobile app, you can also download titles to your device for offline playback later, where Wi-Fi may be unavailable.



## WHY HOOPLA?

- Instant access to the newest blockbuster videos
- Try out new music or television shows
- Access to comics, ebooks, and audiobooks

# PRESSREADER AND RB DIGITAL



PressReader has digital copies of thousands of newspapers and magazines from around the world, including the most recent publications for each. That means you do not have to spend money on a Lethbridge Herald subscription - you can read it on PressReader!

Use your library card and library PIN to access the PressReader app on your mobile device, or the PressReader website on your computer. You can read online or download what you want for offline reading.



**PressReader has publications in over 60 languages and features text-to-speech options!**



**RB Digital has digital versions of magazines and audiobooks. Like PressReader, there is an app you can download to read the magazines or listen to audiobooks on a mobile device.**



# GALE COURSES

Your Chinook Arch library card gives you access to the full catalogue of Gale Courses, online courses taught by experts and designed to help people develop skills in technology, business, art and design, and more. If you want to start a business and need to learn how to keep accounts, this is a great tool!

Each course is six weeks long, but do not worry if you are unable to finish in that time – there are new sessions starting every month, so simply re-register and try again.

When you have successfully completed a course, you get a Certificate of Completion award to put on your resume!

**As a library  
cardholder,  
you can take as  
many courses  
as you want -  
free of charge!**



GALE

## COURSES

**There are courses to choose  
from within each of the  
following categories:**

ACCOUNTING AND FINANCE

BUSINESS

COLLEGE READINESS

COMPUTER APPLICATIONS

DESIGN AND COMPOSITION

HEALTHCARE AND MEDICAL

LANGUAGE AND ARTS

LAW AND LEGAL

PERSONAL DEVELOPMENT

TEACHING AND EDUCATION

TECHNOLOGY

WRITING AND PUBLISHING

## MORE RESOURCES

Whether you want more ways to read magazines, children's ebooks, or do some historical research, Chinook Arch has more resources for you to access.

### FLIPSTER

Another resource to access digital magazines on your mobile device.



### TUMBLEBOOKS

Hundreds of children's ebooks with animation, sound, music, and narration to enhance the experience. Moreover, there are language-learning activities in English, French, and Spanish.



**TumbleBooks**  
e-books for e-kids

### pronunciator:

#### PRONUNCIATOR

Use your library card and computer or mobile device to learn a new language (speaking, reading, and writing) and the culture behind that language.



# solaro

#### SOLARO

A homework help program based on the Alberta 3-12 curriculum. It will assist students with homework and exam preparation, as well as study tips.

# MORE RESOURCES

University of  
Lethbridge



## Southern Alberta Newspaper Collection

### SOUTHERN ALBERTA NEWSPAPER COLLECTION

Digital copies of historical  
newspapers from communities in  
Southern Alberta.

### READ ALBERTA EBOOKS

A catalogue of ebooks of all genres  
published in Alberta, and a great way  
to learn about regional authors. Also  
included is the Prairie Indigenous eBook  
Collection, a collection of books written  
by Indigenous authors.



## NEWSPAPER ARCHIVE®

### ALBERTA NEWSPAPER ARCHIVE

An online archive of newspapers from  
Alberta, including the Lethbridge Herald  
and Medicine Hat Times.

### CALGARY HERALD ARCHIVE

A searchable archive of Calgary  
Herald Newspapers from 1883 - 2010.

# NoveList



Books In Print

### NOVELIST / BOOKS IN PRINT

Both of these resources are bibliographic databases that  
allow you to search for books based on author, genre, or  
topic to help you find your next novel or non-fiction book.  
NoveList also has a feature that recommends books you  
might like based on others you have searched for or read.

# SEARCH ENGINES



Search engines, like Google, are how we find new websites and information on the Internet. We may know what topic we want to explore, but not a specific website to go to - instead, we have to go find it. Think of it like a library: sometimes you know what books or movies you are looking for, and you know where they are, but other times you decide to browse the shelves, and see what pops out at you. Google and other search engines are how we browse the Internet.

In addition to search results, Google and other search engines are helpful for giving you quick answers to questions that you have.

Need to know the conversion rate between Canadian and American dollars? **Google can tell you.**

The screenshot shows a Google search for "canadian to american". The results page features a currency converter widget. A teal oval highlights the widget, which displays "1 Canadian Dollar equals 0.76 United States Dollar". It includes a line graph showing the exchange rate over time and input fields for converting between Canadian and US dollars. Below the widget, there is a link to "Convert USD/CAD, United States Dollar to Canada Dollar - XE" and a brief explanation of the currency exchange rate.

Oftentimes, these little shortcuts are displayed at the top of the search results and you will not need to click on any links.

Need to know the definition of a word? **Google can tell you.**

The screenshot shows a Google search for "serendipitous". The results page features a dictionary entry for the word. A teal oval highlights the entry, which includes the word "ser-en-dip-i-tous", its pronunciation, and its definition: "occurring or discovered by chance in a happy or beneficial way." It also lists synonyms like "chance" and "accidental". Below the entry, there is a link to "Serendipity | Definition of Serendipity by Merriam-Webster" and a brief explanation of the word's meaning.



# BASIC AND ADVANCED INTERNET SEARCHING

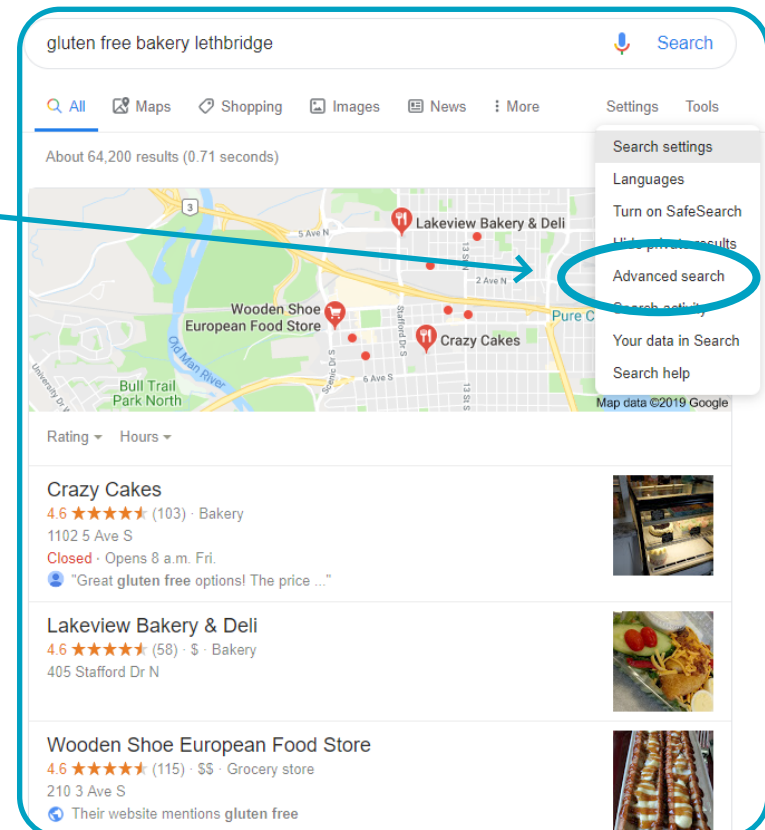
The most basic way to do an Internet search is to type your keywords or search terms into the address bar or search bar. For a basic search, you want to keep your search terms simple and few, and leave out any small words: try searching “gluten-free bakery lethbridge” instead of “bakeries with gluten-free food in lethbridge”. Both will give you results, but the first might give you more options since the engine is not trying to put “with” and “in” in all the results.

## ADVANCED SEARCHES

An Advanced search is similar to a basic search, only you fill out a form providing more information. You will see a link called Advanced search on your results page, then simply fill in what information you can. If you use Google Chrome, you can find the Advanced search option under Settings along the top of the page.

## SEARCH TIPS

- Use quotation marks to search for a phrase, or those words in that specific order
- Add more terms to refine results if the first try did not give you the desired results
- Don't worry about spelling or capitalization



# SEARCHING IN A DATABASE

Searching in a database like NoveList is similar to searching in Google – most of us do a basic keyword search in the search bar, and then look through the results. Furthermore, most databases will include an Advanced search form that you can fill in, or provide a list of limiters that you can select to refine your results.



Home Browse By Especially For Quick Links How Do I? Sign In Help Exit Feedback Folder

Search Other Databases

CHINOOK ARCH REG LIBRARY SYSTEM

NoveList Plus

Keyword Describe a book. Ex. Japan 1930 women Search

Basic Search Advanced Search Search History

Recommended Reads Lists

Fiction Nonfiction

Adult Teen Ages 9-12 Ages 0-8

Audiobooks: Fiction »

Australian and New Zealand Fiction »

Best of 2018: Fiction »

Canadian Fiction »

Fantasy »

Fiction A to Z »

For Fans of... »

Graphic Novels »

Historical Fiction »

Horror »

Mysteries »

NoveList Staff Faves »

Romance »

Science Fiction »

Thrillers and Suspense »

Westerns »

Feeling the love after our Romance webinar?  
Check out our Romance Keeping Up page.  
Share the love with popular themes and our latest lists and articles.

I'm in the mood for books that are...

Adult Teen Ages 9-12 Ages 0-8

Funny and Quirky Nonlinear and Stylistically complex Moody and Brooding Unconventional and Compelling

Laugh along with these zany characters.

Waiting for Tom Hanks Kerry Winfrey

The Flatshare Beth O'Leary

The Rosie Result Graeme Simsion

Cinnamon Sugar Molly Harper

The Department of Sensitive Crimes Alexander McCall Smith

Finder Suzanne Palmer

White Elephant Julie Langsdorf

A Shot in the Dark Lynne Truss

Family & Other Catastrophes Alexandra Borowit

Want to make your own combo? Try our appeal mixer

Browse Genres

Where the Crawdads Sing

An Anonymous Girl

Young Jane Young

Sawkill Girls

Summer Bud Blue

On the Come Up

The Bad Guys

Parker Inheritance

Dog Man

Fan Is a Misnomer

Leave Me Alone!

Read It We

# RESOURCES

## Library Digital Resources:

- OverDrive and Libby: <http://www.chinookarch.ca/elibrary/eservices/overdrive>.
- Adobe Digital Editions help: <https://help.overdrive.com/en-us/search.htm?q=adobe%20digital%20editions>.
- Hoopla: <http://www.chinookarch.ca/elibrary/eservices/hoopla>.
- RB Digital: <http://www.chinookarch.ca/elibrary/eservices/rb-digital>.
- Flipster: <http://www.chinookarch.ca/elibrary/eservices/flipster>.
- TumbleBooks Library: <http://www.chinookarch.ca/elibrary/eservices/tumblebooks-library>.
- PressReader: <http://www.chinookarch.ca/elibrary/eservices/pressreader>.
- Pronunciator: <http://www.chinookarch.ca/elibrary/eservices/pronunciator>.
- Gale Courses: <http://www.chinookarch.ca/elibrary/eservices/gale-courses>.
- SOLARO: <http://www.chinookarch.ca/elibrary/eservices/solaro>.
- Niche Academy: <http://www.chinookarch.ca/elibrary/eservices/niche-academy>.
- NoveList: <http://www.chinookarch.ca/elibrary/eservices/novelist>.
- Books in Print: <http://www.chinookarch.ca/elibrary/eservices/books-in-print>.
- Southern Alberta Newspaper Collection: <http://www.chinookarch.ca/elibrary/eservices/southern-alberta-newspaper-collection>.
- Read Alberta eBooks: <http://www.chinookarch.ca/elibrary/eservices/read-alberta-ebooks>.
- Newspaper Archive: <https://chinookarch.ca/elibrary/eservices/newspaper-archive>.
- Calgary Herald Archive: <https://chinookarch.ca/elibrary/eservices/calgary-herald-archive>.
- Alberta Public Libraries Resource Sharing System: <https://alberta.relaisd2d.com/?LS=ALCA>.

## Internet Searching:

- Google search: <https://support.google.com/websearch/answer/134479?hl=en>.
- <https://www.lifehack.org/articles/technology/20-tips-use-google-search-efficiently.html>.
- Database search: <https://researchguides.ben.edu/general-research/searching>.
- Boolean operators: <https://libguides.mit.edu/c.php?g=175963&p=1158594>.



