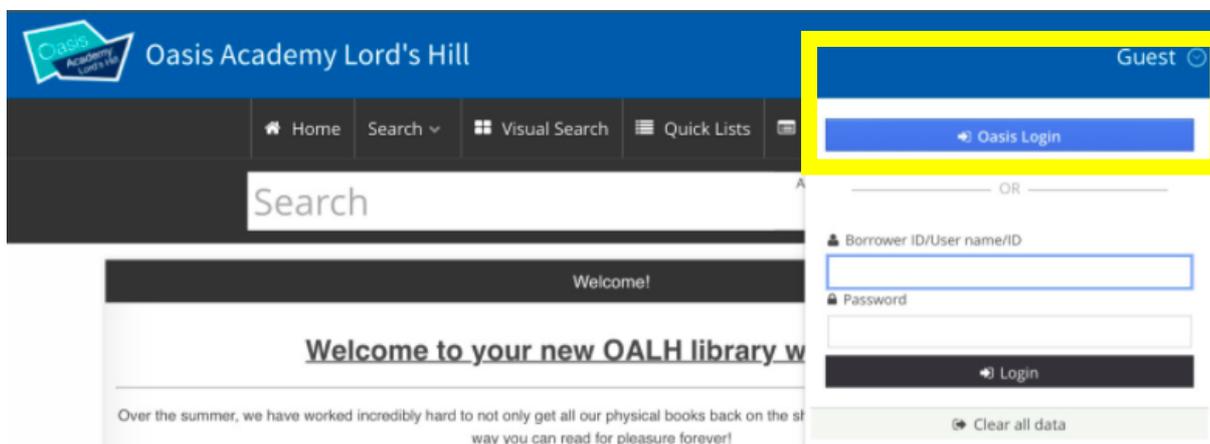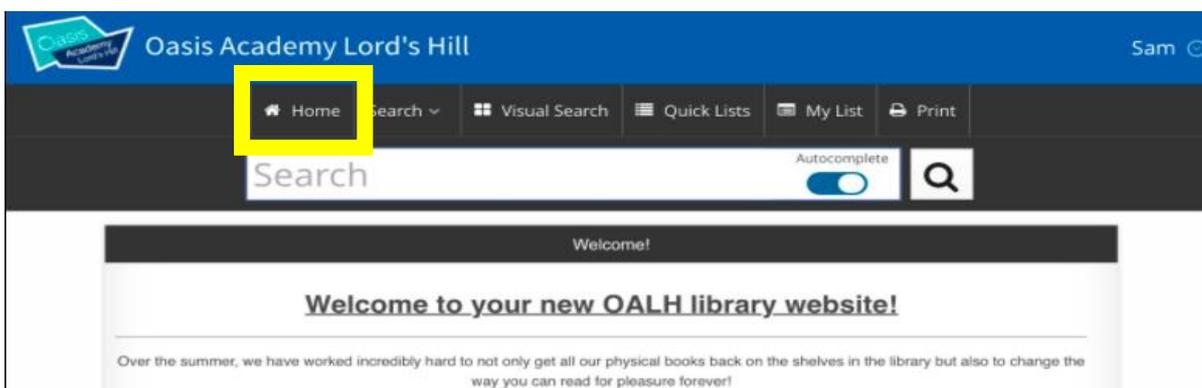# Access It – how to use our online OALH library

To get to Access It, click this **icon** on your Oasis iPad:

To log in to the site, click **Guest** in the top right hand corner and then **Oasis Login.** The site will then direct you to log in using your Oasis email and password. On your iPad, it might already log you in:
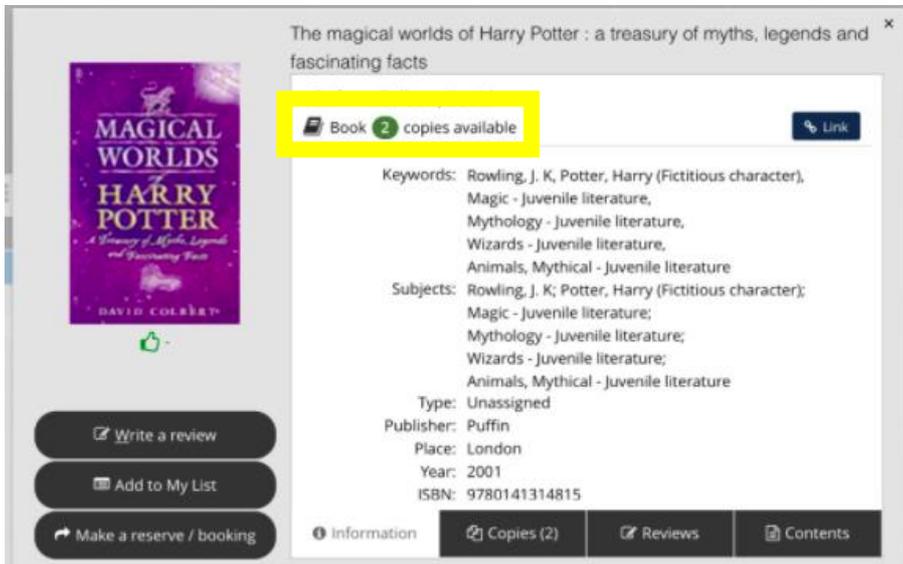

To access the homepage, hit Home from the top menu and you can find a selection of news items and books to select straight away:

You can use the search features to find a book. There are three options for different types of books you might find:
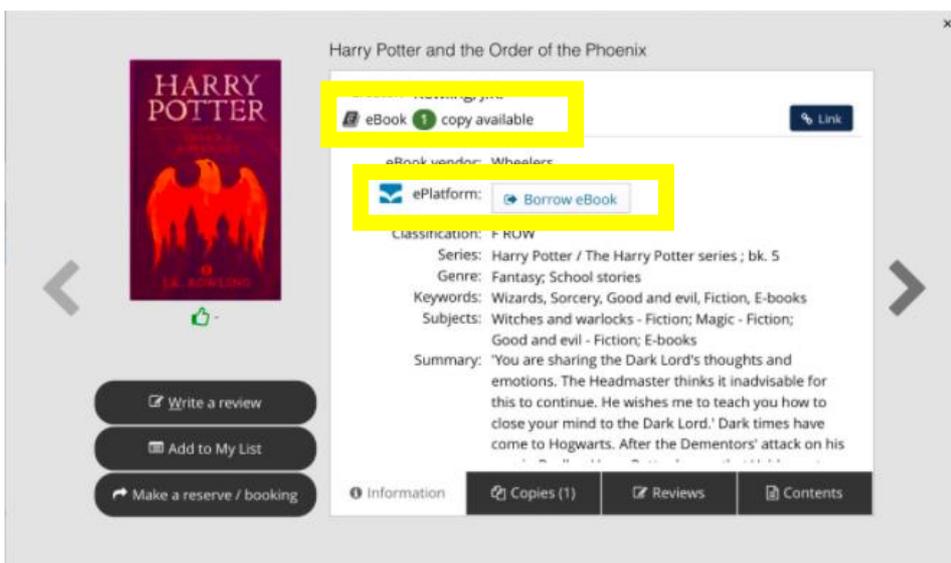
Option 1 – physical book

If you see a search result like this, this means the book is in our actual library on the top floor and you can come up to check it out. The site will tell you how many copies are available.
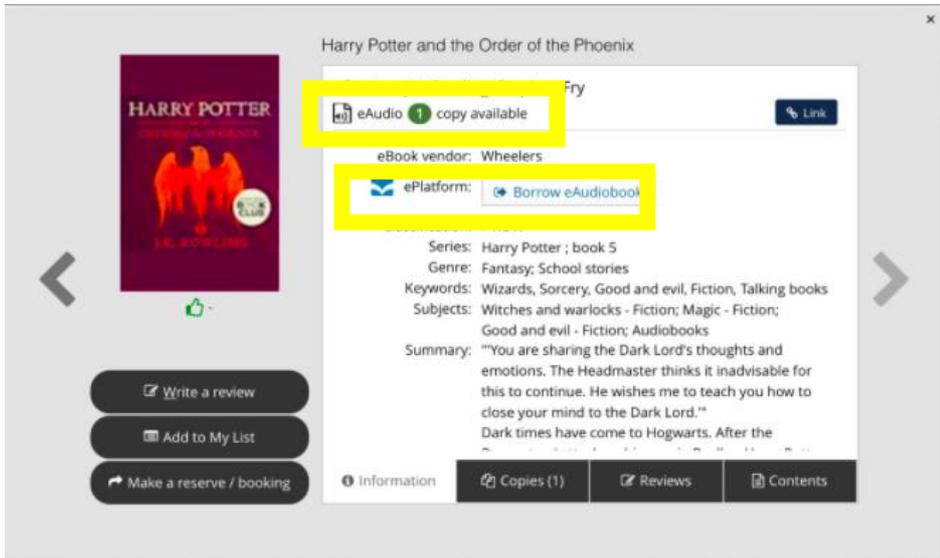

Option 2 – eBook

If you see a search result like this, this means the book is in our new electronic library. You can therefore read this book directly on your iPad. Like a normal book, there are only so many copies that can be borrowed at once and you need to return it virtually once you are done. This functionality is powered by another site called Wheelers ePlatform. Don't be alarmed if a new tab opens.
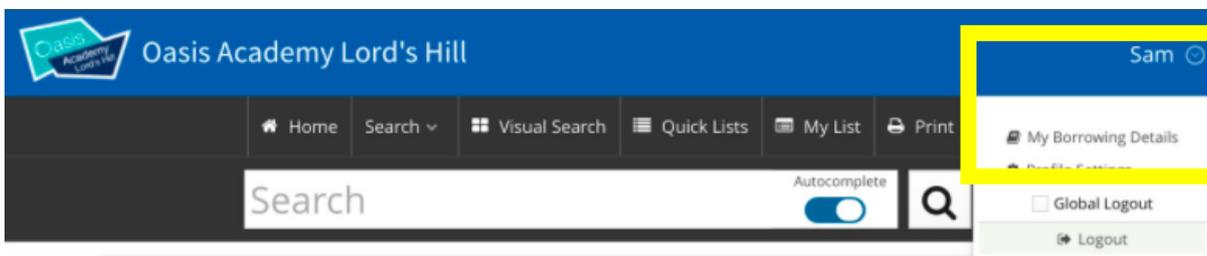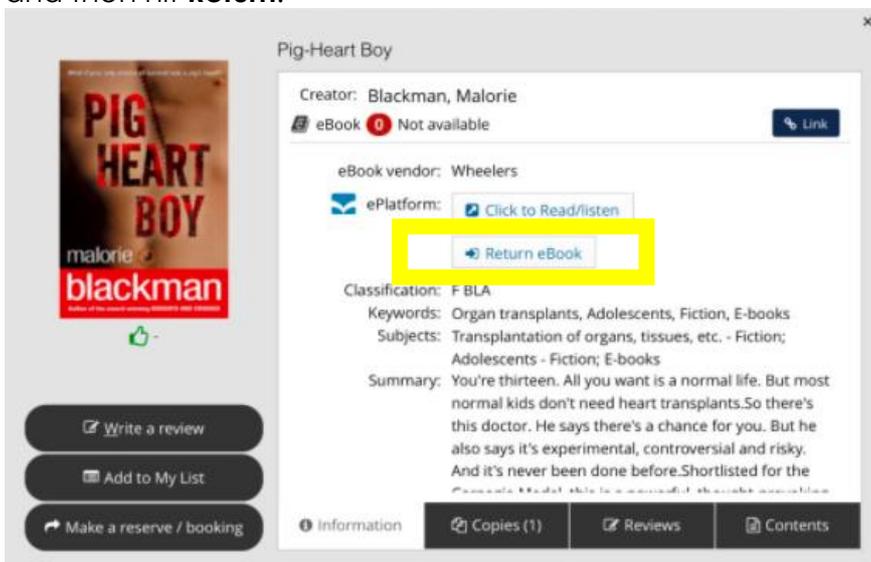
Option 3 – eAudioBook

If you see a search result like this, this means the book is in our new electronic library. You can therefore listen to a reading of this book directly on your iPad. Like a normal book, there are only so many copies that can be borrowed at once and you need to return it virtually once you are done. Unlike a normal book, this is a recording of someone reading the book aloud for you. This functionality is powered by another site called Wheelers ePlatform. Don't be alarmed if a new tab opens.

You can see which books you have borrowed, access your eBooks and eAudioBooks and return any electronic books by clicking **your name** in the top corner and then **My Borrowing Details**.
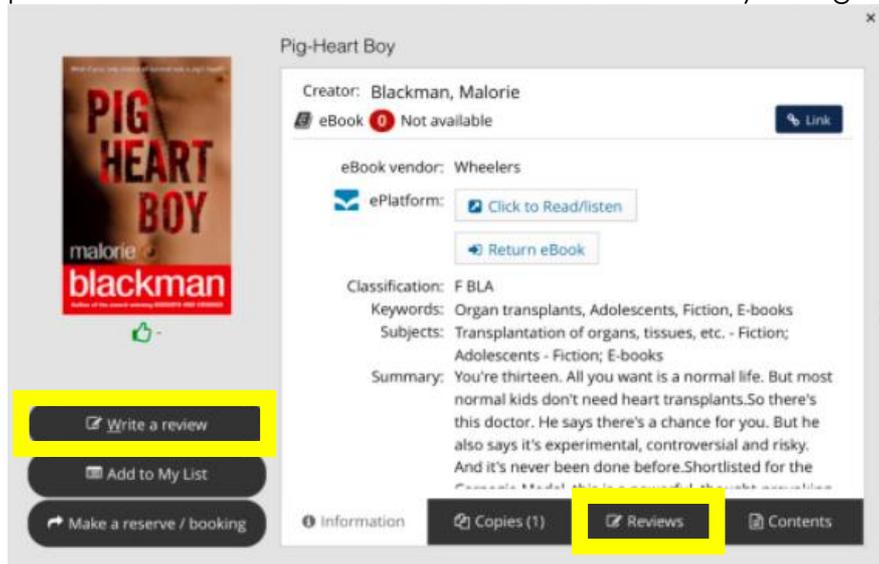

To return any of your eBooks and eAudioBooks, click on them from the list in My Borrowing Details and then hit **Return**.

Access It – top tips

Write a review:
You can type up a short **review** about a book you have read before you return it. Click Write A Review before you return the book and follow the instructions. These then get verified and published on the site. You can read other reviews by hitting **Reviews** at the bottom.

Homepage carousel – OALH Reads
From the **Home** page, you can see a carousel of books that might take your fancy! Have a flick through and click on one to find out more.
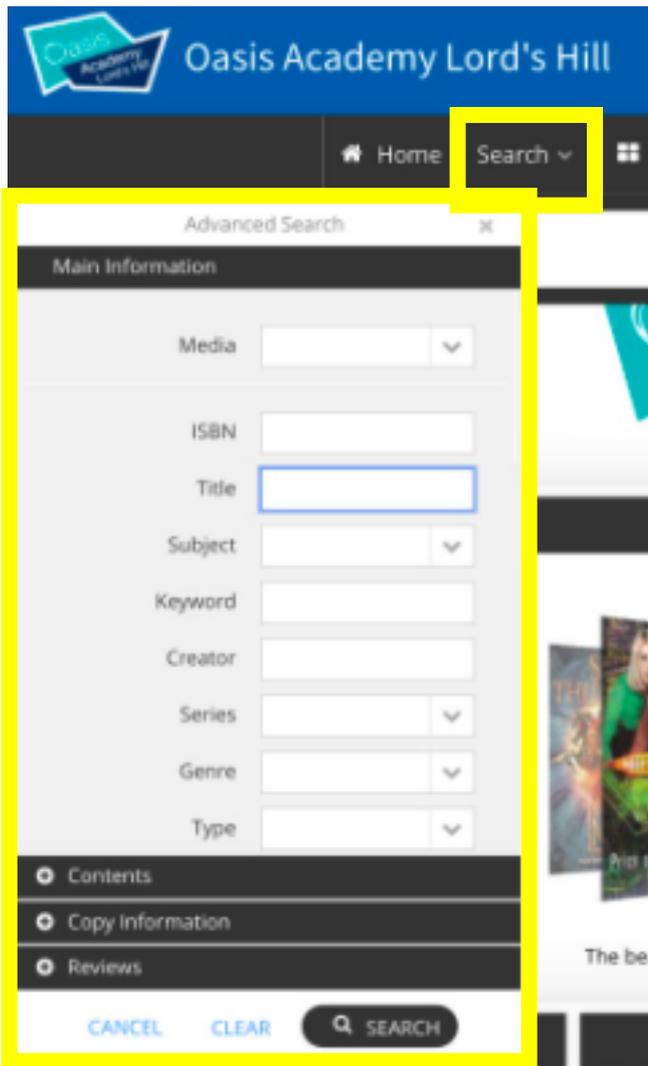

Set up interest alerts:
You can set the new library system up to alert you if any new books, physical or online, are added that meet your interests. Hit the **drop down menu by your name** in the top right corner, **Profile settings**, and then you will see the My Interests section at the bottom of the page. Work through the filters to set up conditions to be alerted about!

Advanced search:

By hitting the drop down tab for **Search**, you can complete a more sophisticated search. Use **Media** to select either books, eBooks or eAudioBooks. Use the **Genre** option to narrow your search. Use **Reviews** and **Rating** to see what others have rated highly.
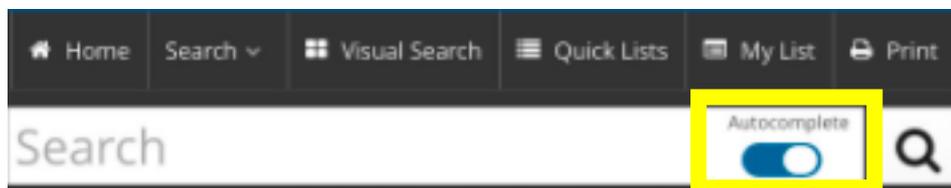

Autocomplete search bar:

Hit the Autocomplete button to get the search bar helping you out when you type.