Take Control of Your Library's EBSCO eBooks Settings with the New EBSCO eBook Manager!

It's easier than ever to view and manage your library's *EBSCO eBooks* holdings alongside access levels and usage with EBSCO eBook Manager.

This suite of e-book administration tools enables users to take advantage of comprehensive e-book download controls for individual titles and also enjoy a clear view of usage and simple paths to upgrades.

EBSCO eBook Manager gives your library the control it needs to make important decisions about your e-book collection in a single intuitive interface within EBSCO*host* Collection Manager (ECM.)
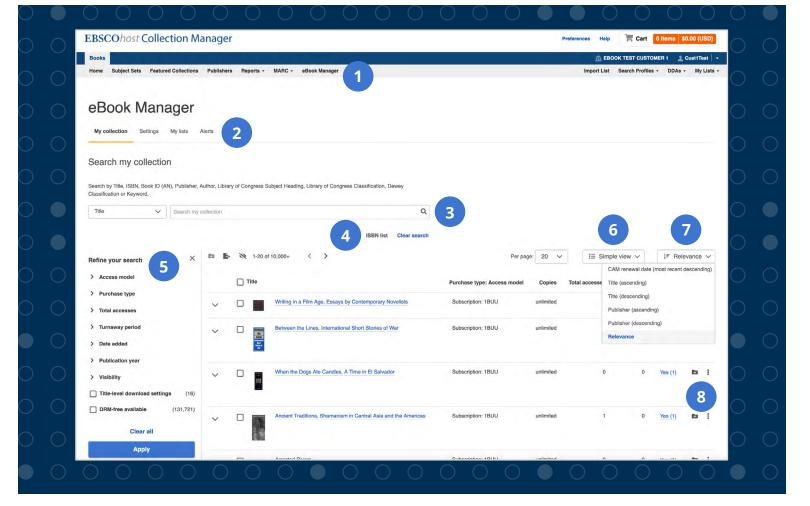
EBSCO eBook Manager empowers your library to:

- View and manage your entire collection of *EBSCO eBooks* including subscriptions, DDA programs, and shared collections

- Search and sort by access model, purchase type, copies owned, date of access, CAM uses and renewal dates and more

- View ownership and access information alongside usage and turnaway data to help make purchase and upgrade decisions

- Export metadata into a CSV file for offline management

- Import a list of requested titles to verify ownership or make purchases

- Modify download settings by access model, individual title or for your entire collection

- Reserve 1 or more copies for online use (applies to titles with 1U and 3U licenses)

- Easily suppress unwanted or obsolete e-books from your collection

Accessing EBSCO eBook Manager in EBSCO*host*® Collection Manager (ECM)

Current ECM account holders with the roles of both ECM 'eBook Approver' and 'eBook Administrator' will automatically gain access to eBook Manager. If your library needs to request an ECM account, click here and select both roles in the setup form. If your library is a current ECM user but you need your role updated or reassigned, please contact your EBSCO representative.

EBSCO

1 Click the "eBook Manager" tab in the top navigation bar

2 Toggle between searching your library's collection, adjusting download settings, creating lists of owned and shared titles or managing turnaway alerts

3 Search your library's collection in a variety of ways including title, author, publisher, and more

4 Import a list of ISBNs and instantly determine if your library owns the e-books or can purchase them through EBSCO

5 Refine your results by Access model, Purchase type, Total accesses, Date added, Publication year or DRM-free access

6 Toggle between simple and extended view displays. Select expanded to see the details for all titles in the result list.

7 Click the "Sort by" drop-down to sort your results by one of many options including Date of Access, Copies, and Turnaways

8 Click the Edit icon in the Action column for a title in the result list to apply custom download settings to an eBook

New to EBSCO eBook Manager?

Contact your EBSCO representative for more information and setup instructions.

EBSCO