The Essentials of Using the Online Study Aid Library with JAWS

Using Internet Explorer, please navigate to http://ebooks.aspenlaw.com or bookmark the website for future use.

Logging In

1. Click the Login Button. Find by clicking B to navigate through the buttons on the page. An alternative to B is clicking Tab, which will navigate through all clickable links.
2. There are form fields for Username and Password. Enter your institutional username and password. Navigate by clicking F to edit fields.
3. You will be directed to your institution's bookshelf, which lists all book titles as headings and their corresponding actions.
4. To personalize your bookshelf, click the To Personalize Login or Create Account button. If you have already created an account, click the Login button. Find by clicking B.
5. Enter your personal username and password in the form fields. Navigate by clicking F.

Search for a Book

1. On the bookshelf, you can manually navigate through book titles using H. Once you find the title you want to read, click Tab to go through corresponding actions for that title.
2. You may also find a title using the Search Bar. Click F to enter the Search Bar. Use Alt+S to edit your search terms.
3. You will be directed to the Search Results page, where you can click H to navigate through the searched results book titles. Once you find the title you want to read, click Tab to go through corresponding actions for that title.
4. Click the View e-Pub button to read online. Find by clicking Tab.
5. The e-Pub opens in a new tab of your browser.

Navigating through Table of Contents and your e-Pub

1. Open the Table of Contents. Find by clicking Tab, then Enter on Table of Contents.
2. Find the Part, Chapter, or Section you are searching for in your e-Pub. Navigate through the Table of Contents by clicking Tab. Click Enter to open your chosen contents.
3. Click Tab to further navigate within the Table of Contents. Or click M to enter the e-Pub text frame.
4. Once in the text frame, click P to begin reading the paragraphs of text.

Tips for Navigating the Table of Contents

1. The Table of Contents typically contains sub-menus. For example, the Table of Contents may list Part 1, Part 2, and Part 3. Clicking Enter on Part 1 will open the sub-menu with Chapter 1,

Chapter 2, and Chapter 3. If you have the sub-menu for Part 1 open, you can close it by clicking Enter on Part 1 again.

Tips for Reading in the Text Frame

1. When you reach the end of a Part, Chapter, or Section, clicking P will prompt JAWS to the Next button. Click Enter to go to the next Part, Chapter, or Section in the e-Pub. You can navigate to the Next button manually as well, by clicking B.
2. There are separators within the text that allow you to skip through the Sections. Click - to skip to the next Section, then click P to continue reading.
3. To mark text with a highlight or note, use JAWS Placemarkers. Once you reach a statement or key point you want to remember, click Ctrl + Shift + K, then click the Add button. Give your Placemarker a title, check the checkbox Anchor to Text, then click the Okay button. Now, when you click Ctrl + Shift + K to access your Placemarkers in this Chapter or Section, you will find your highlight or note.