

USER'S GUIDE

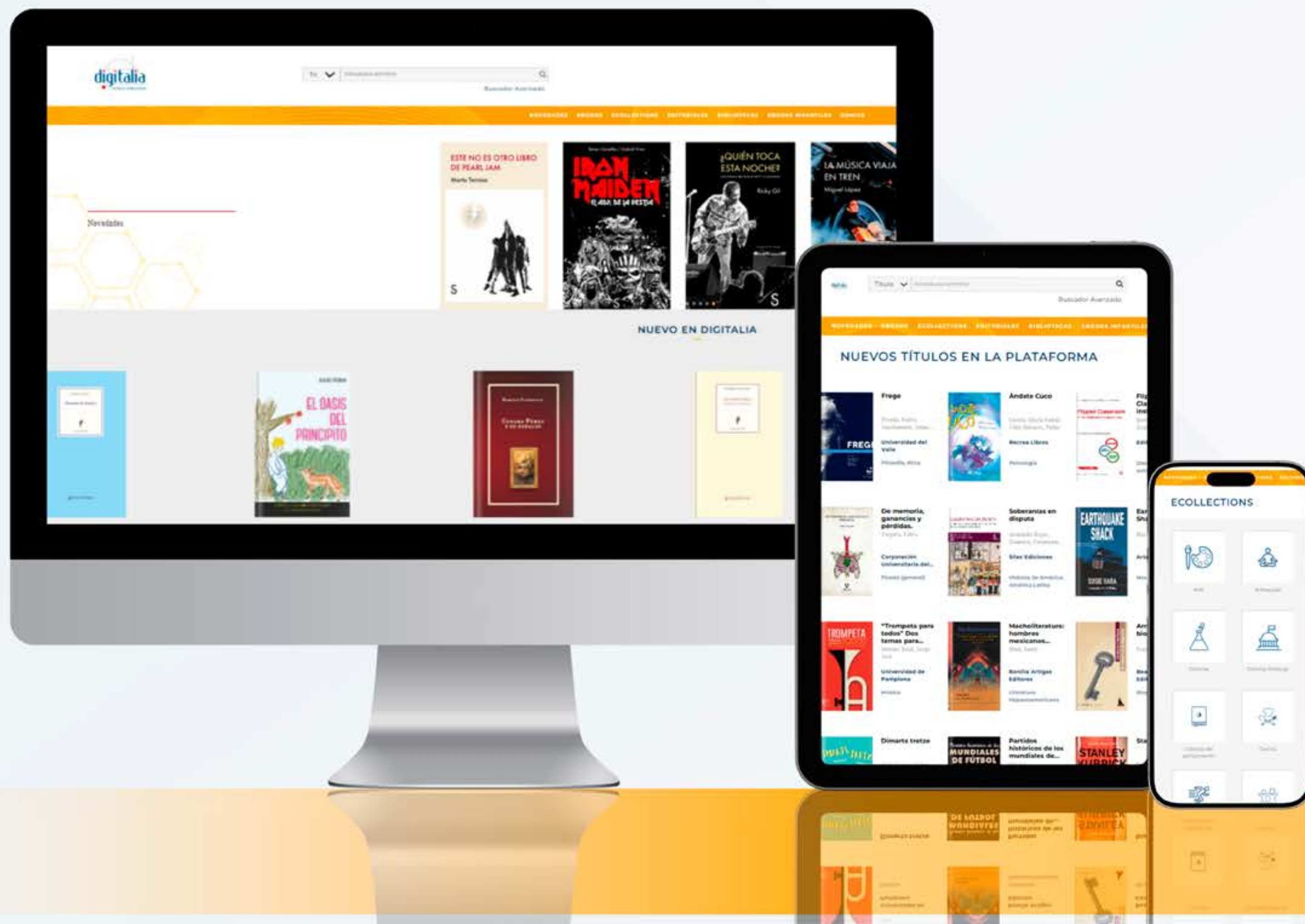


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Registration Process

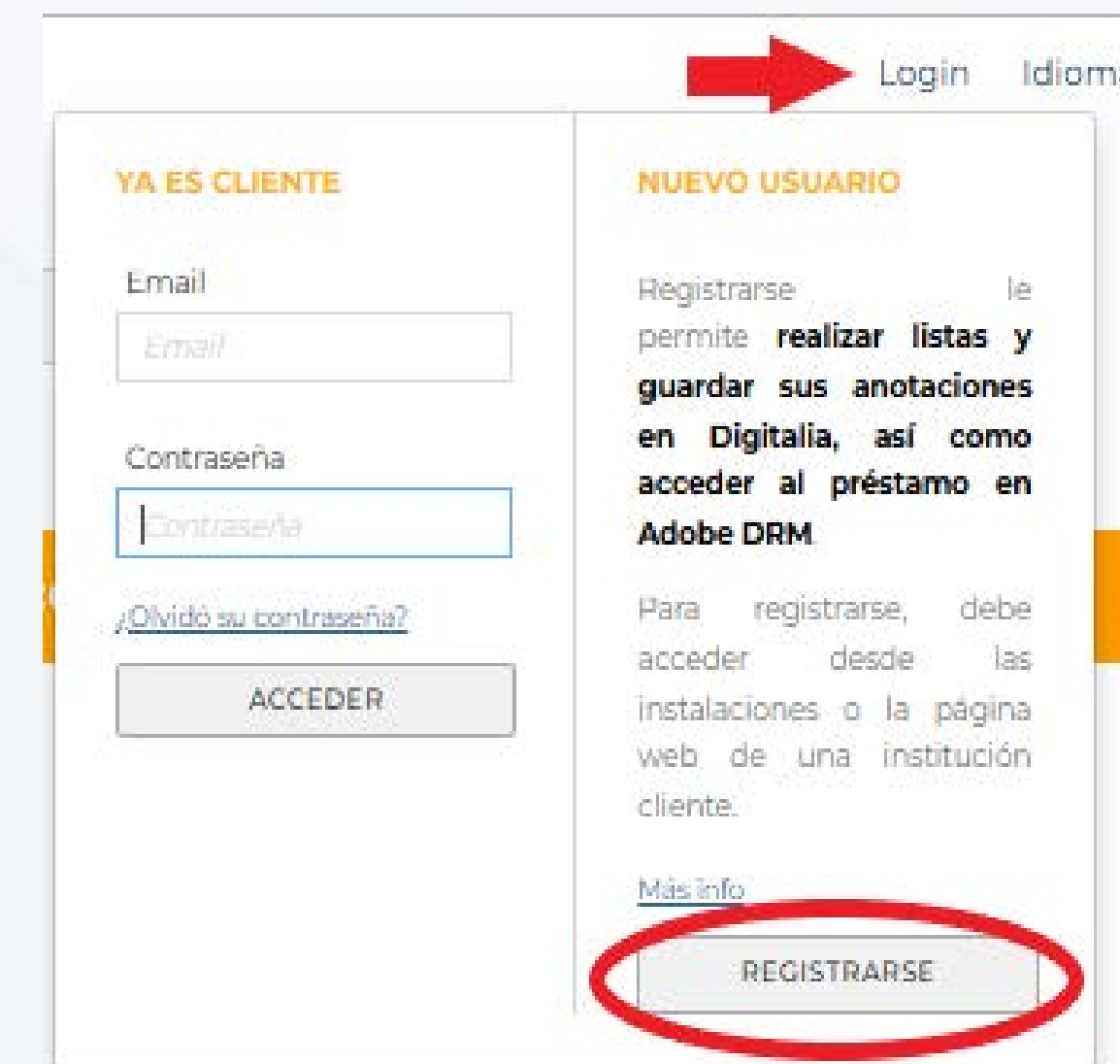
Welcome to Digitalia Public Libraries. Below, we will explain how to register so you can access all the added features and make the most of our platform.

First, please remember that you must access the Digitalia Public Libraries website (<https://public.digitaliapublishing.com/>) either from your institution's facilities or through your library's official website. Once you have logged in, you will see the name of your institution at the top of the screen.

If you do not see it, please contact your library staff.

Additionally, we offer the option to create a personal account with Digitalia Public Libraries to access borrowing for download and other features that we will detail below.

To create your personal account, click on "Login" and then on "Register."



The screenshot shows the user interface for logging in or registering. At the top right, there are links for "Login" and "Idioma". A red arrow points to the "Login" link. Below this, there are two main sections: "YA ES CLIENTE" and "NUEVO USUARIO". The "YA ES CLIENTE" section has fields for "Email" and "Contraseña", a link for "¿Olvidó su contraseña?", and an "ACCEDER" button. The "NUEVO USUARIO" section has a "REGISTRARSE" button circled in red. Text in the "NUEVO USUARIO" section explains that registration allows users to create lists and save annotations, and that registration must be done from an institution's website.

If you cannot see the "Register" button, it means our system has not recognized the institution you are accessing from. Please ensure that you are accessing the site from your institution's facilities or through the library's official website.

If you are still unable to gain access, please contact your institution's librarians.

If you see your institution's name correctly, you can now access the full texts of all titles included in Digitalia Public Libraries!

REGISTRATION

When you click on "Register," simply fill out a short form. Make sure to complete all required fields and click "Accept."

Please note that it is possible you may only be allowed to register using an email address.

Now, log in to the email account you used to register and confirm your email address.

Once your account is set up, please remember that you must still access Digitalia Public Libraries from your institution's facilities or through the library's website, unless your librarian provides other instructions.

To log in to your account, click on "Login," enter the credentials you registered with, and click "Access" (or "Log In").




REGISTRO DE CLIENTE

DATOS DE ACCESO A DIGITALIA

Nombre y Apellidos * <input type="text" value="Nombre y Apellidos"/>	Contraseña * <input type="password" value="Contraseña"/>
E-Mail * <input type="text" value="E-Mail"/>	Repetir Contraseña * <input type="password" value="Contraseña"/>
Repetir E-Mail * <input type="text" value="E-Mail"/>	

* Campos obligatorios

*Confirmando y acepto las [Condiciones de Uso](#).

 Mis datos Administre su contraseña y actualice sus datos.	 Mis préstamos activos Consulte los títulos que actualmente tiene en préstamo.
 Mis listas Consulte, cree, edite o publique listas de sus libros predilectos.	 Mi historial de préstamos Consulte los títulos que ha descargado con Adobe DRM.
 Cerrar Sesión	

Added Functions

In your user dashboard, you will be able to:

- 1) View the titles you currently have on loan under "My active loans." If you do not have any titles checked out at the moment, this option will not appear. You will also see the date when your loan expires. But don't worry—if you haven't finished reading it yet, you can download it again once it expires!



- 2) Under "Loan History," you can view all the titles you have borrowed for download and their expiration dates.
- 3) You can also update your personal information under "My Information."
- 4) Additionally, you can create your own lists of favorite titles under "My Lists." For more details, we recommend consulting the section dedicated to this topic.



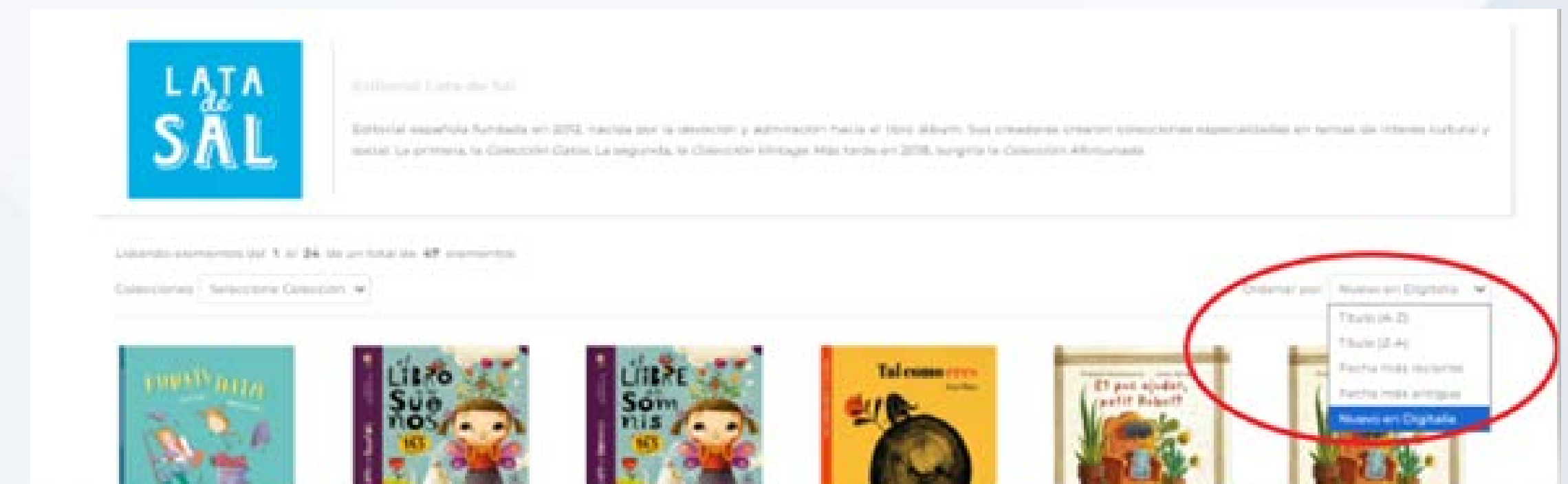
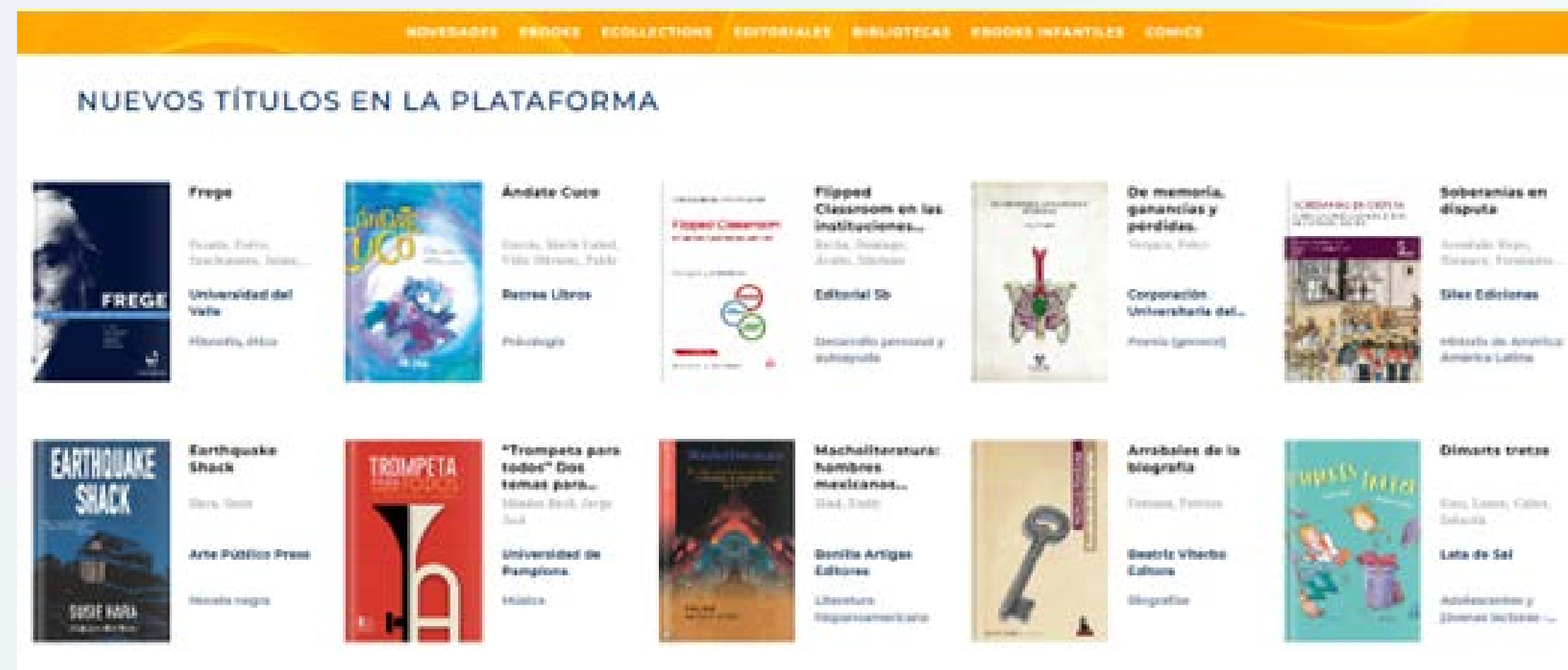
What is Digitalia Public Libraries?

It is a database of e-books and comics in multiple languages, featuring topics of general interest, children's literature, and titles for the general public.

New Content

Discover some of the most recently added titles on the platform. If you wish to see more related titles, click on the publisher's name or the subject; they will appear sorted by the date they were added to the platform, with the most recent ones first.

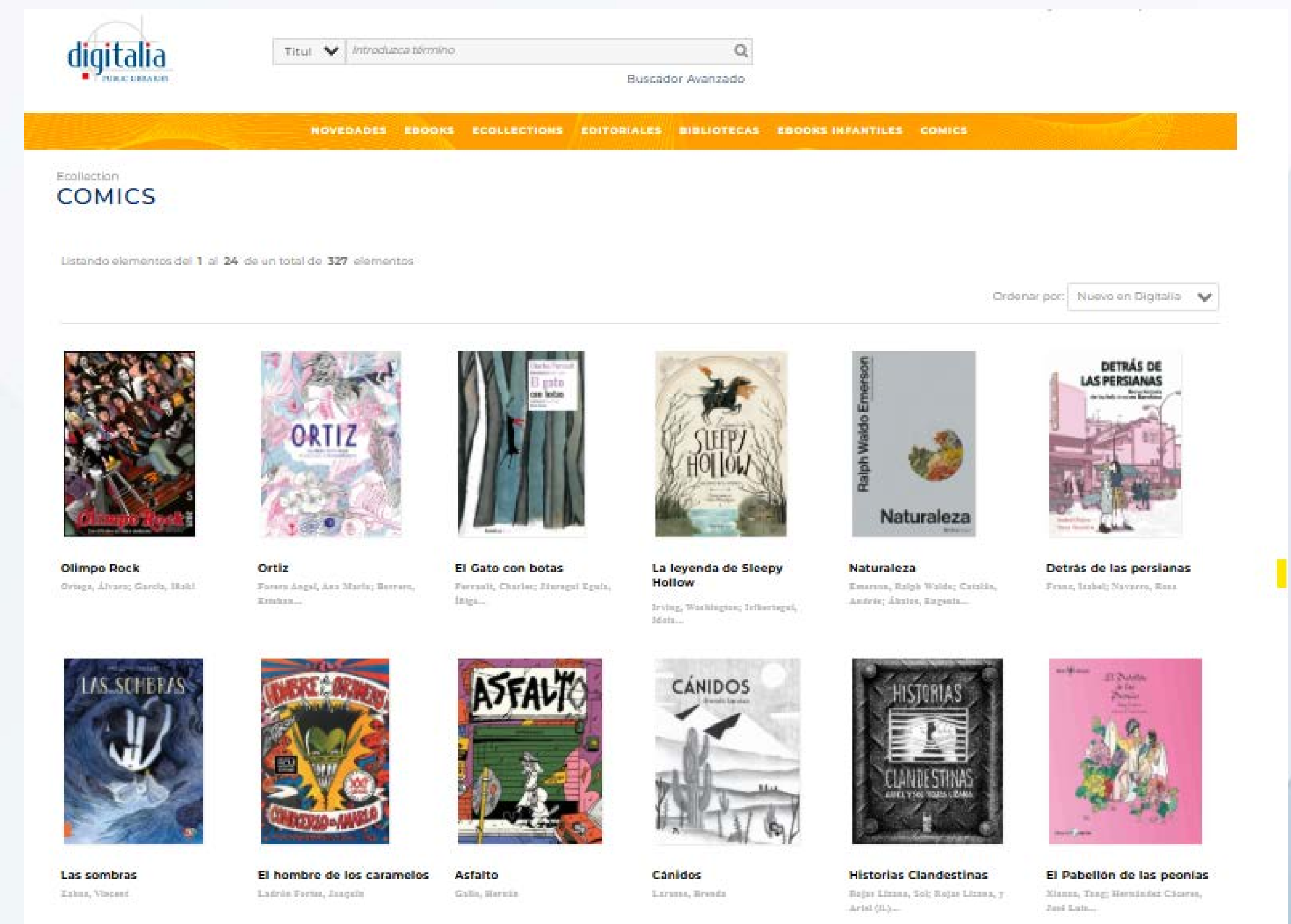
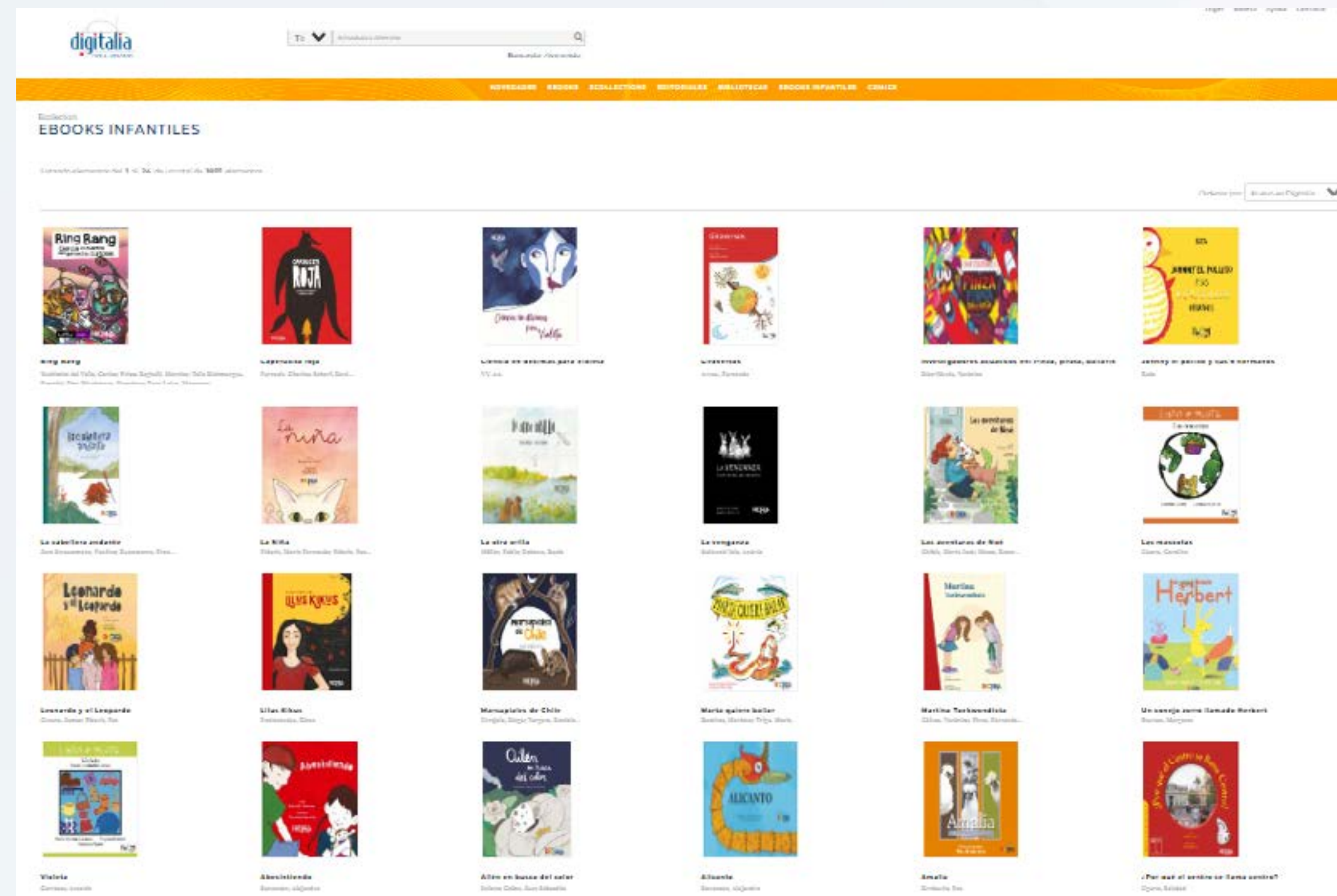
If you prefer, you can change the sorting order using the "Sort by" dropdown menu.



Children's Ebooks

In the menu, you can access a variety of children's literature titles for all ages.

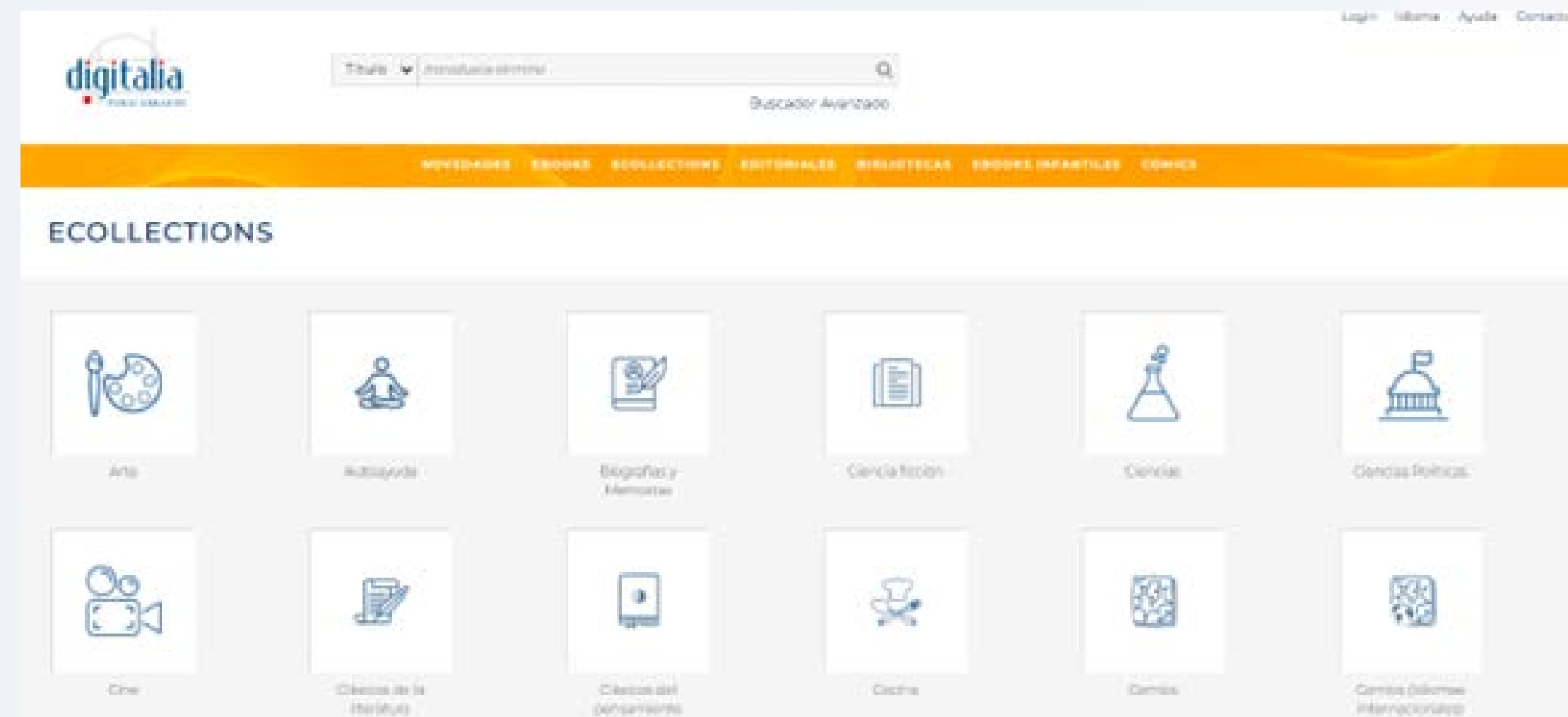
You can also select different comics for browsing and consultation



Ecollections

By clicking the “ecollections” button, you will access our pre-designed collections. These thematic collections include books and comics that may cover one or more of the subjects from the classification previously mentioned.

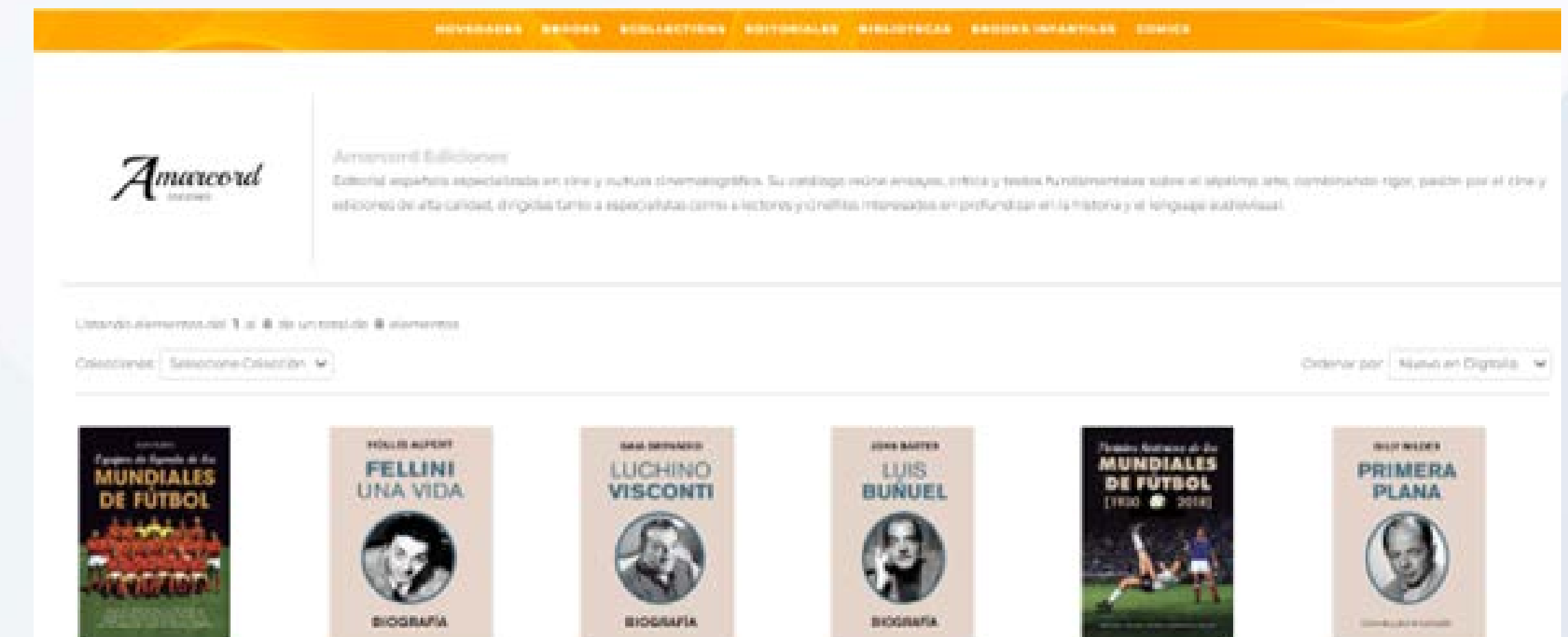
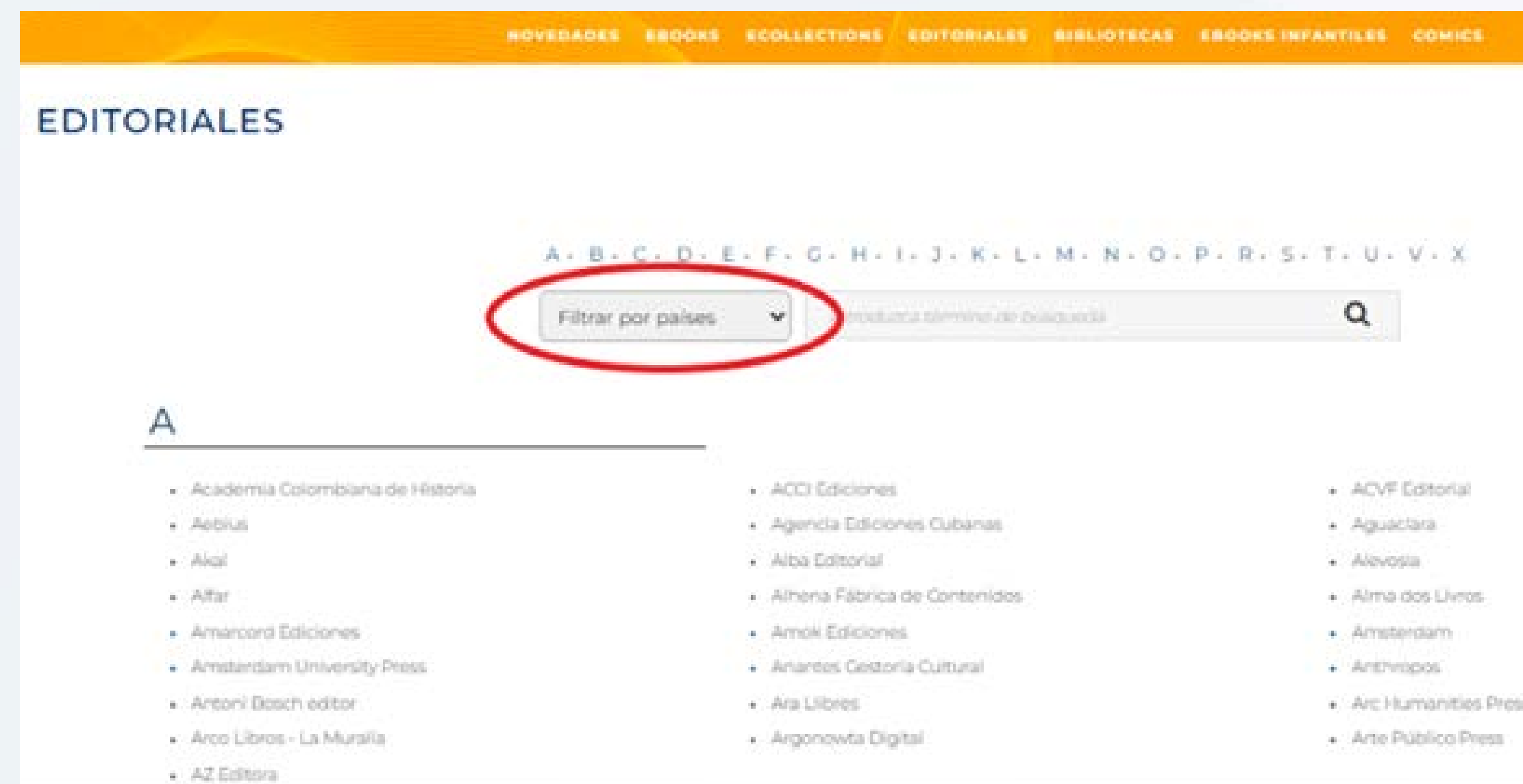
When you hover your cursor over each collection icon, a brief description will be displayed. Select the desired collection, and the titles within it will automatically appear, sorted by those most recently added to the platform.



Publishers

In the publishers' list, you can browse the publishing houses that currently collaborate with Digitalia Public Libraries. You can view them alphabetically, filter by country, or search for a specific name using the integrated search

Click on any of them to learn more about the publisher and explore our available catalog.



Simple Search

Let's start with the search feature, located at the top of the screen.

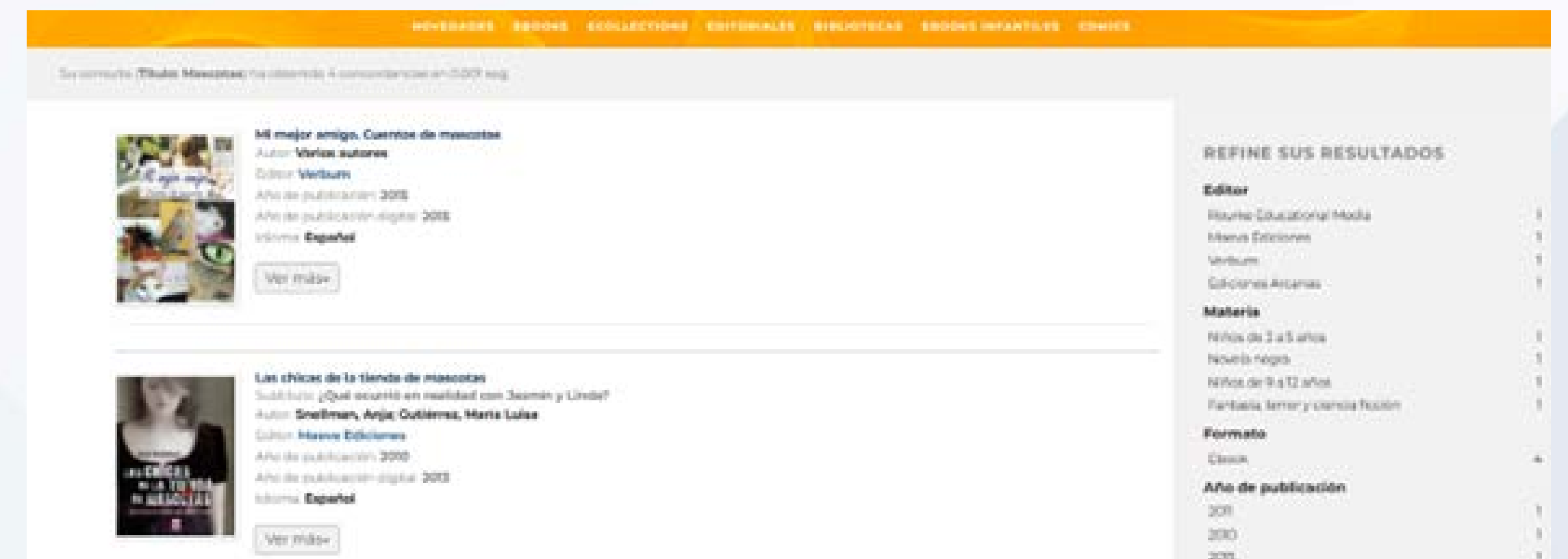


On the left side we have a drop-down where we can select the field in which we want to search: title, author, ISBN or, alternatively, we can select “full text” in case we want to search by keyword inside the document.



For example, we search for “pets” in the field “title”. The search engine does not take into account capital letters or accents. Click on the magnifying glass to search.

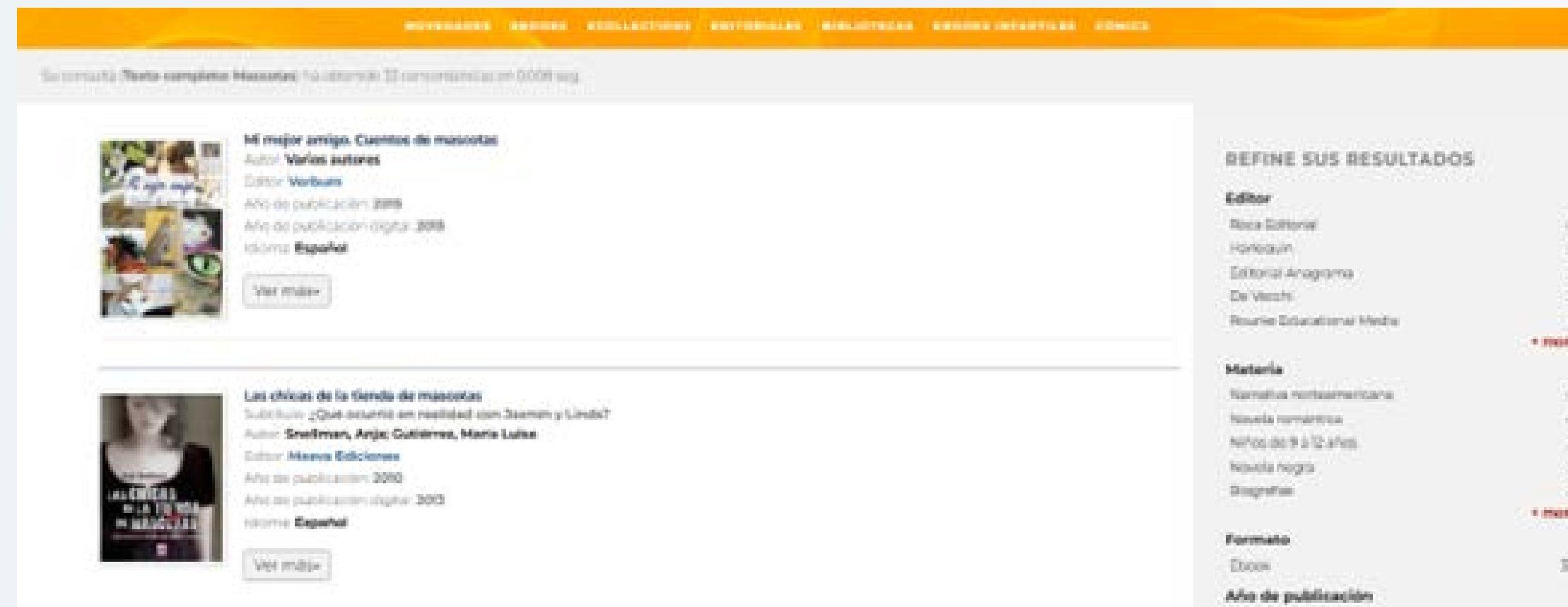
We have obtained 4 results where the word "pets" appears in the title.



Now, let's perform the same search by selecting the "Full Text" option.

This time, we obtained 33 results, as we are retrieving all titles that mention the word "pets" within the document.

If you need to perform a more complex search, you can use the "Advanced Search" tool.



Se consultó "Texto completo (Resumen)" ha obtenido 33 coincidencias en 0.000 seg.

mi mejor amigo. Cuentos de mascotas
Autor: **Varios autores**
Editor: **Verbum**
Año de publicación: **2008**
Año de publicación digital: **2008**
Idioma: **Español**
[Ver más](#)

Las chicas de la feria de mascotas
Subtítulo: **¿Qué ocurre en realidad con Sammi y Linda?**
Autor: **Snelman, Anja; Gutiérrez, María Luisa**
Editor: **Navas Ediciones**
Año de publicación: **2010**
Año de publicación digital: **2013**
Idioma: **Español**
[Ver más](#)

REFINE SUS RESULTADOS

Editor

- Roca Editorial 8
- Horsquim 5
- Editorial Anagrama 2
- De Vecchi 2
- Reserve Educativa Media 1


Materia

- Novela norteamericana 4
- Novela romántica 4
- Niños de 9 a 12 años 3
- Novela hoguera 2
- Diagnóstico 2

Formato

- Ebook 33

Año de publicación



digitalia PUBLIC LIBRARIES

Título ▾ Introduzca término

Buscador Avanzado

Advanced Search

First, you can use the dropdown menu to select the field you wish to search, just as in the simple search. The available fields are: Author, Title, ISBN, ISSN, eISBN, or Full Text.

Next, you can add a second search term or phrase and perform a Boolean search by selecting:

AND: if you want the results to contain both terms or phrases.

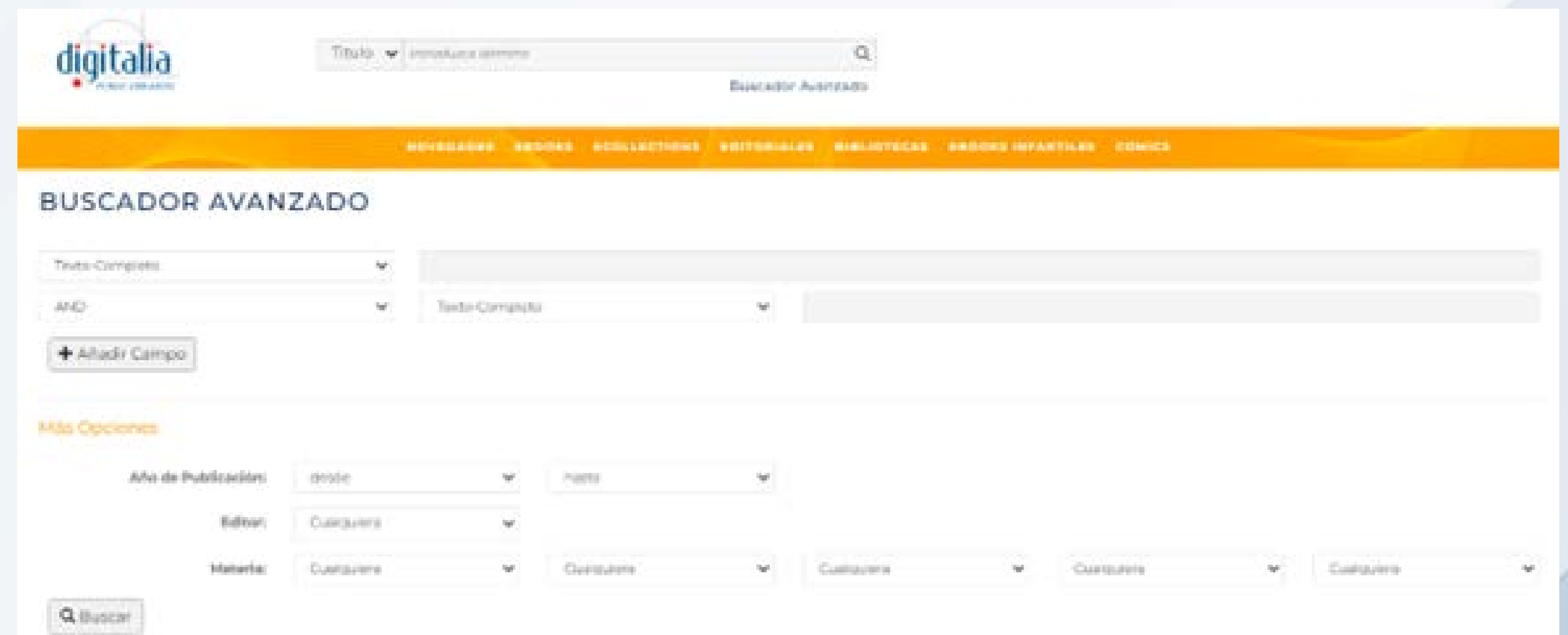
OR: if you want the results to contain either of the two terms or phrases.

NOT: if you want the results to contain the first term or phrase, but not the second.

You can add as many fields as you see fit to make your search more specific by clicking the "Add Field" button.

If you wish, you can also specify a publication year range, a publisher, and one or more subjects to further refine your search.

From the search results, you can also continue refining your search to obtain the results most relevant to you.



The screenshot shows the 'BUSCADOR AVANZADO' (Advanced Search) page on the Digitalia website. At the top, there is a search bar with a dropdown menu set to 'Titulo' and a search button. Below this is a navigation bar with links for 'MENÚ', 'SERVICIOS', 'COLECCIONES', 'EDITORIALES', 'BIBLIOTECAS', 'LIBROS INFANTILES', and 'COMICS'. The main search area is titled 'BUSCADOR AVANZADO' and features two search input fields, both currently set to 'Texto Completo'. Between the fields is a dropdown menu for Boolean logic, currently set to 'AND'. Below the input fields is a '+ Añadir Campo' (Add Field) button. Underneath, there is a section titled 'Más Opciones' (More Options) with several dropdown menus for refining the search: 'Año de Publicación' (Year of Publication) with 'Desde' and 'Hasta' options; 'Editor' (Editor) with 'Cualquiera' (Any); and 'Materia' (Subject) with five 'Cualquiera' (Any) options. A 'Buscar' (Search) button is located at the bottom left of the form.

Filters

On the left side, you will see the search results with their basic information.

By clicking "See More," you can expand the details and read the book's synopsis. Additionally, if you are logged in with your personal account, you will be able to add the title to one of your lists and generate a bibliographic citation.

In the sidebar on the right, you can filter by publisher, subject, publication year, language, country, or author.

The "+more" button displays all the results for a specific filter.

Mi mejor amigo. Cuentos de mascotas
 Autor: **Varios autores**
 Editor: **Verbum**
 Año de publicación: **2015**
 Año de publicación digital: **2015**
 Idioma: **Español**

[Ver más»](#)

Páginas: **133**
 ISBN: **9788490741658**
 eISBN Pdf: **9788490741658**

Descripción
 Un gato, un periquito, un conejo de Angora, un perro, una cabra, un caballo, un gusano, una mosca... Todo tipo de animales pueblan estas páginas, como un retrato de las relaciones que se establecen entre las personas y sus mascotas; mascotas que hacen cosas insospechadas cuando no las vemos, que se adentran en mundos fantásticos por la noche, que se convierten en nuestros héroes cuando somos pequeños o a las que echamos muchísimo de menos cuando nos faltan. Nuestras mascotas, esos mejores amigos, son las protagonistas de los relatos que forman esta antología.

REFINE SUS RESULTADOS

Editor	
Roca Editorial	8
Harlequin	5
Editorial Anagrama	2
De Vecchi	2
Rourke Educational Media	1
	+ more
Materia	
Narrativa norteamericana	6
Novela romántica	4
Niños de 9 a 12 años	3
Novela negra	2
Biografías	2
	+ more
Formato	
Ebook	33
Año de publicación	
2015	3
2011	2
2015	2
2020	2
2010	1
	+ more
Idioma	
Español	33
País	
Spain	30
	2
Mexico	1
Autor	
Cameron, W. Bruce; Isern, Carol	5
Reasoner, Charles	1

Once you have located the desired book, click on it to access the Bibliographic Record, which provides detailed information: author, publisher, editorial collection, ISBN, eISBN, place of publication, publication year, page count, language, description, and subject. Additionally, any applicable restrictions will be specified.

In the right sidebar, you will find the available viewing options, as well as the borrowing for download feature, the bibliographic citation tool, and the option to add the title to one of your favorite lists.



Molly
La increíble historia de la cachorrita rebelde que se convirtió en la mejor detective de animales desaparecidos

Autor: Butcher, Colin; Peria, Wendolín
Editor: Roca Editorial
ISBN: 978847541033
eISBN Epub: 978841847764
Lugar de publicación: Barcelona, España
Año de publicación digital: 2021
Mes: Enero
Idioma: Español

Impresión no disponible

DESCRIPCIÓN TABLA DE CONTENIDOS

Descubre las increíbles aventuras reales de Molly, la perrita detective de mascotas.

La maravillosa historia real de cómo una perrita y su ama se convirtieron en la pareja de detectives de mascotas más conocida del mundo entero.

Cuando el ex-policía Colin Butcher montó su propia agencia de detectives de mascotas para buscar animales perdidos o robados, rápidamente descubrió que necesitaba un socio. Colin encontró en una web de rescate de mascotas a Molly, una cocker spaniel lista y carismática, quien fue capaz de detener al corazón de Colin y pronto se convirtieron en amigos inseparables. Combinando los conocimientos de Colin como detective, con la inteligencia, tenacidad y sentido del olfato de Molly, se convirtieron en un equipo maravilloso que rápidamente fue capaz de resolver los casos que nadie había podido hacer.

Desde la búsqueda de Pablo, el pelirrojo gato secuestrado en Devon, hasta desenterrar un volcán de letrados con juguetes robados en los bosques del norte de Londres, esta pareja tiene un sinnúmero de aventuras repletas de acción que les han permitido hacer miles de amigos a lo largo de su maravilloso camino.

Encantadora, conmovedora y apasionante, Molly es la historia del rescate de una cocker spaniel con un pasado repleto de dolor, y que gracias al amor y a la devoción de su ama, encontró una nueva vida y un amigo para siempre.

Visores online
Texto Audio

Descarga en préstamo
Adobe DRM

Formato: EPUB / PDF

Citación
Obtener Cita

Gestión de listas
Añadir a mi lista

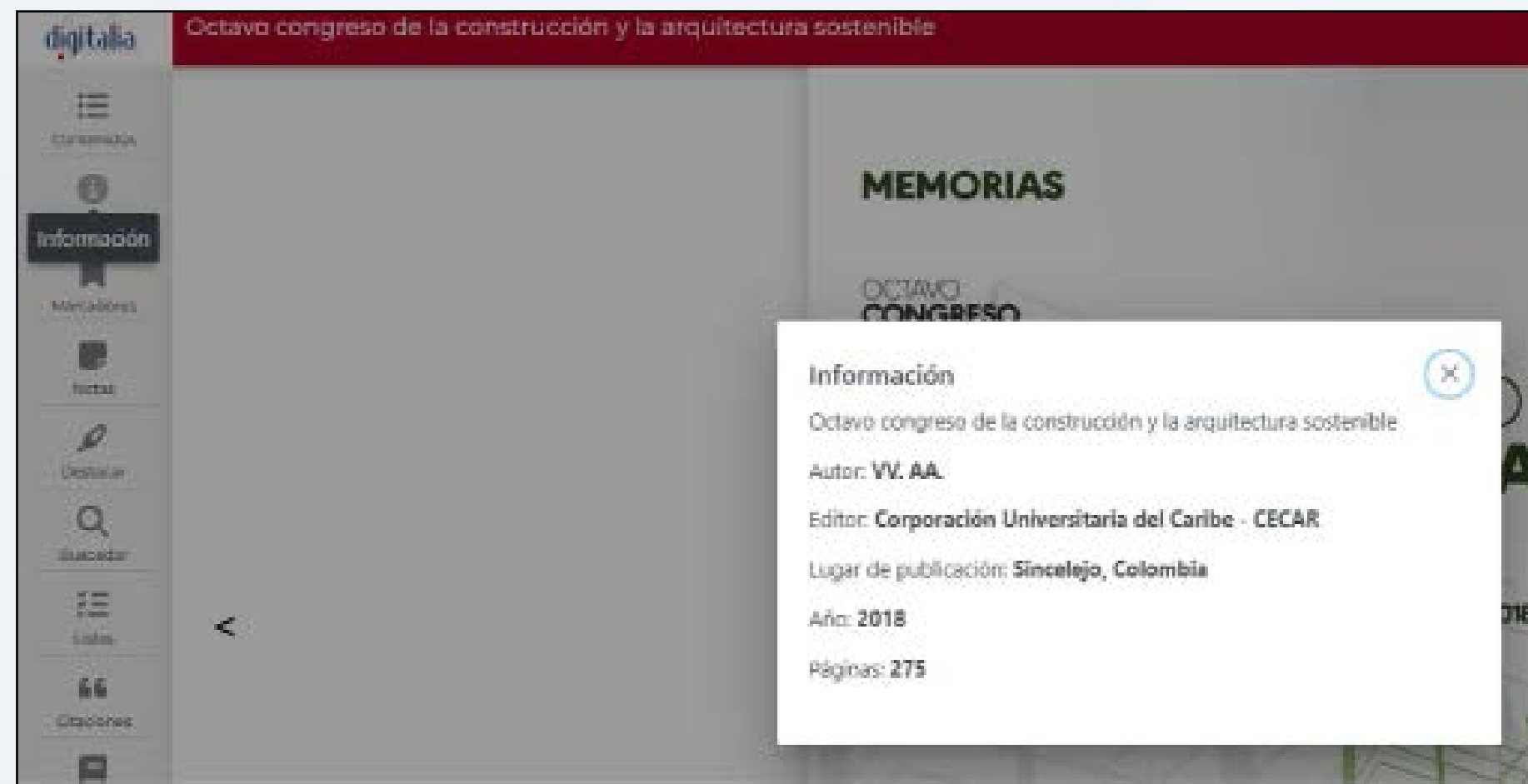
Cine colombiano

When accessing the full text of a book you will find various options in the left bar

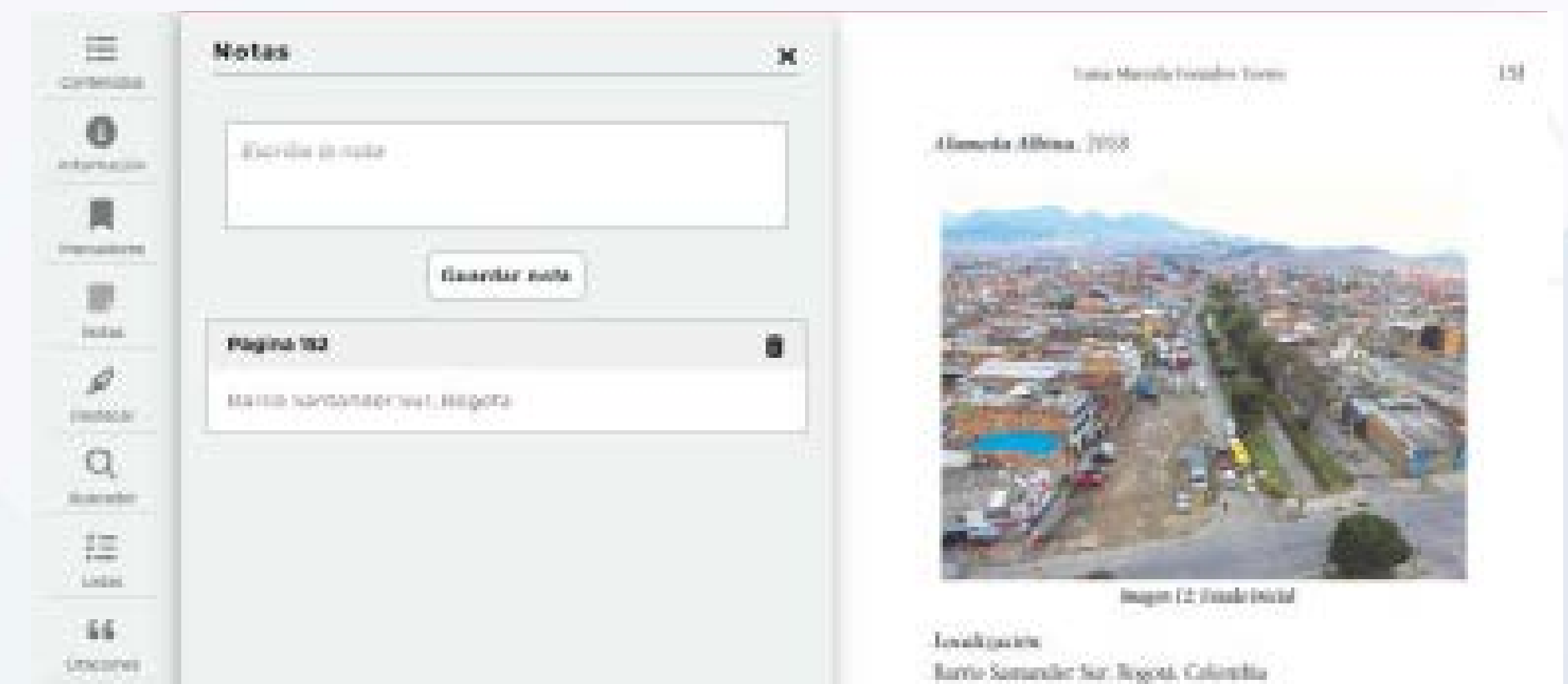
Table of Contents: Allows you to select a chapter, part, or section of the book for viewing.



Information: Here you can find the book's bibliographic record.



Notes: Insert text notes on the pages of the book.



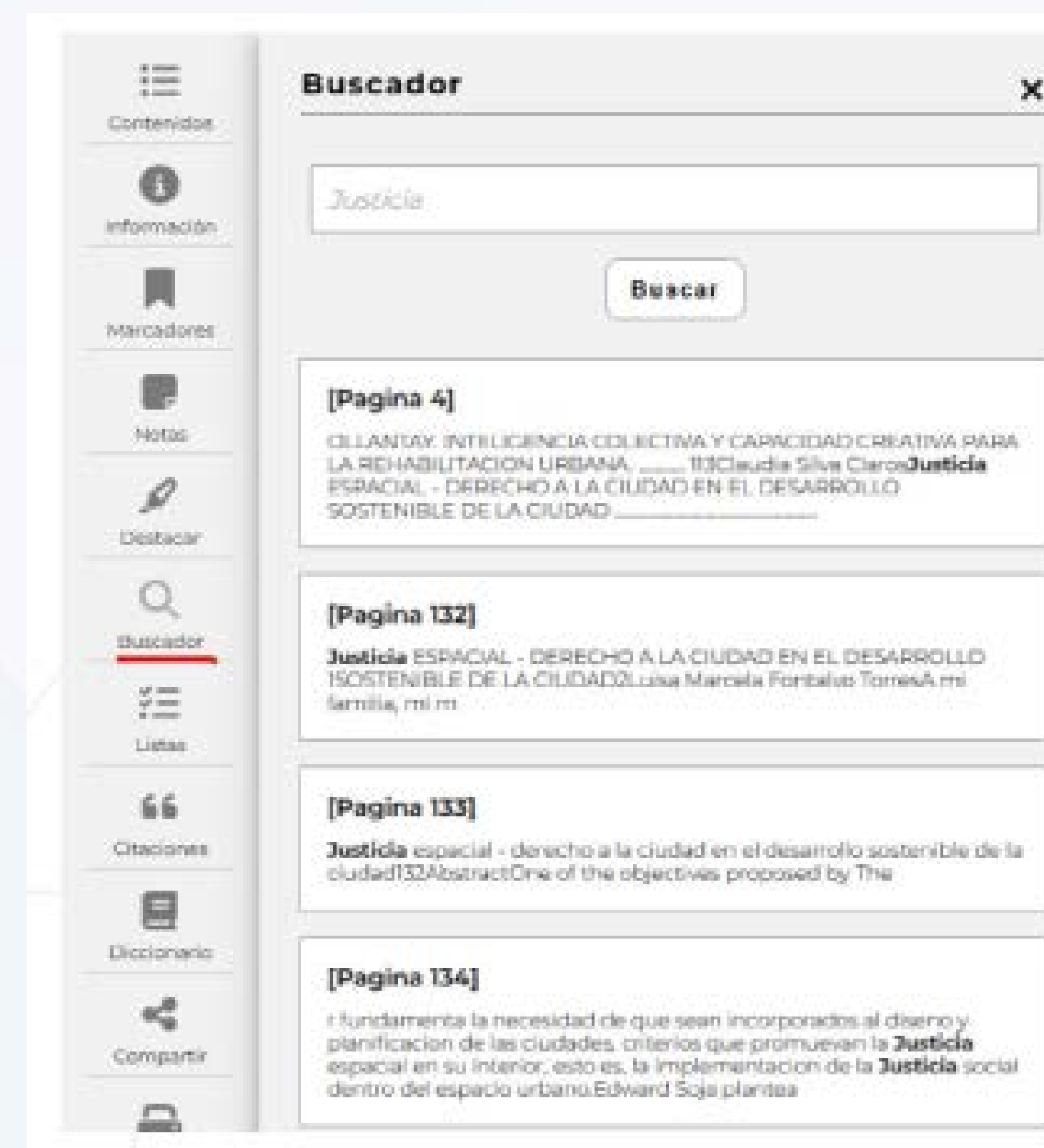
Bookmarks You can bookmark pages for later reference.



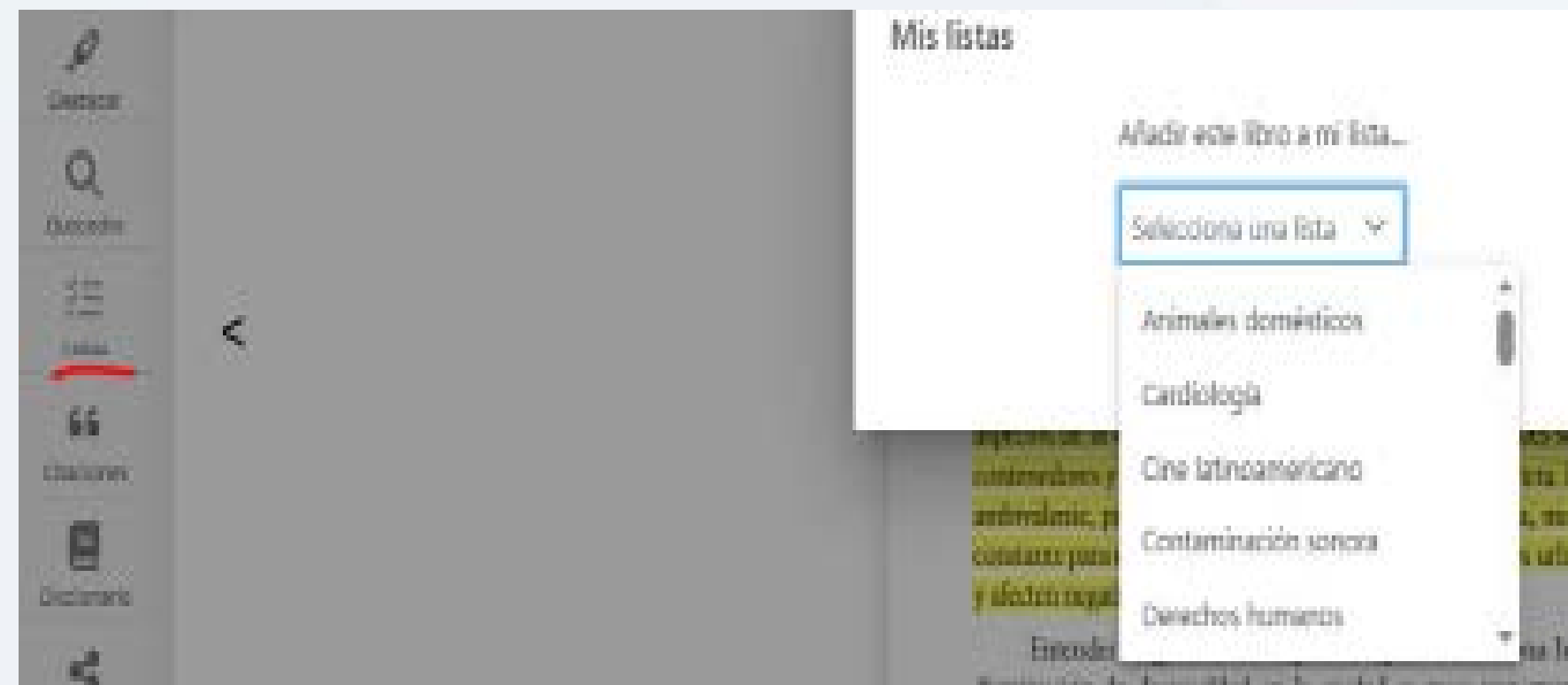
Highlight: Access "Highlight" and select your preferred color to start highlighting any part of the text. All highlighted text will be saved.

If you do not have any color selected, you will see all the highlights that you have placed in this book. If, on the other hand, you select a color, you will only see the highlights of that color.

Search: Here you will find keywords within the book. The search engine does not discriminate accents or capital letters. Type in the word or phrase you want to search for and click "Search". Next, the results will be displayed with the context in which the word appears:



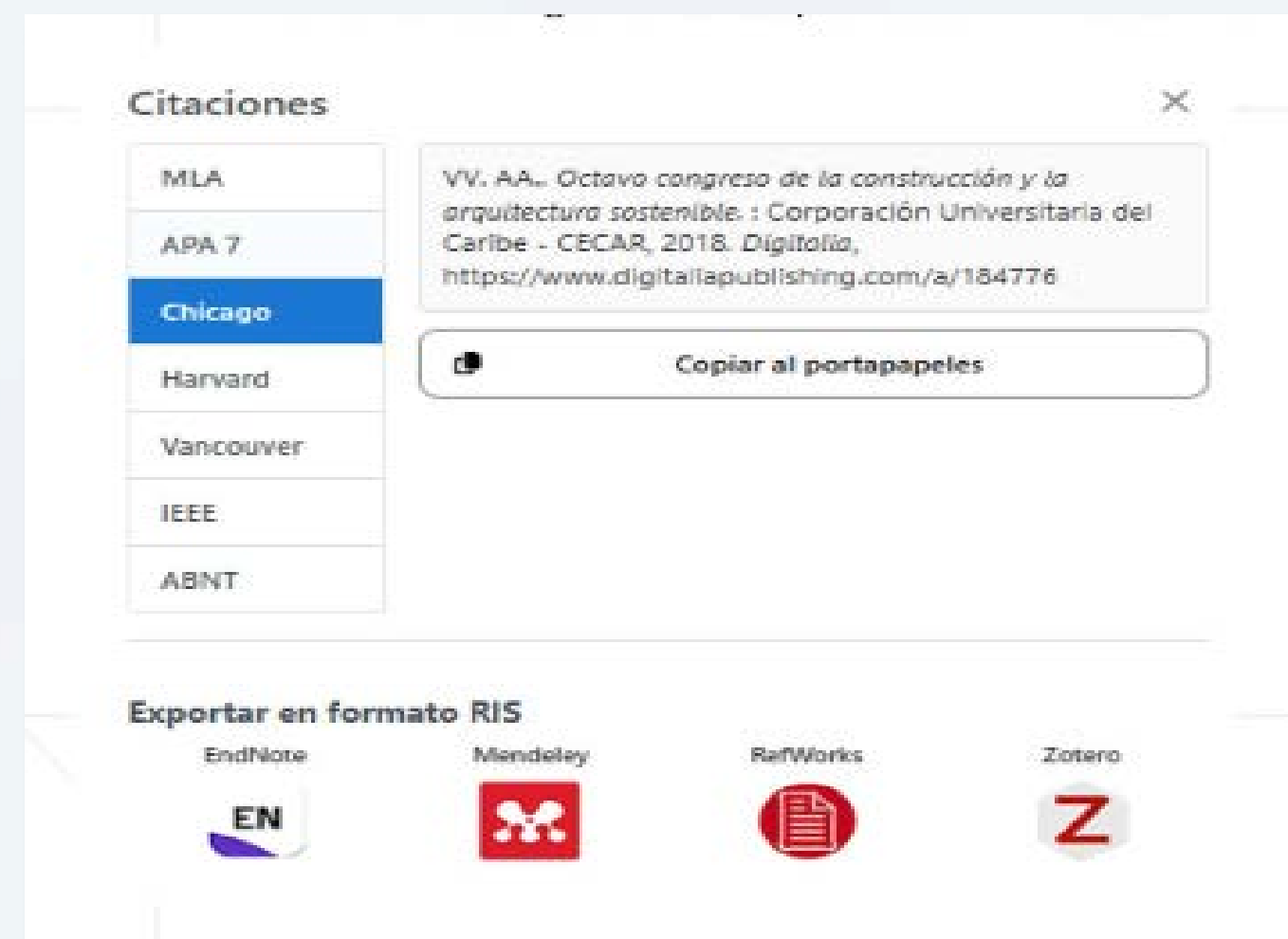
Lists: You can add the book you are reading to a previously created list of favorite titles.



Dictionary: Access definitions for unfamiliar terms.

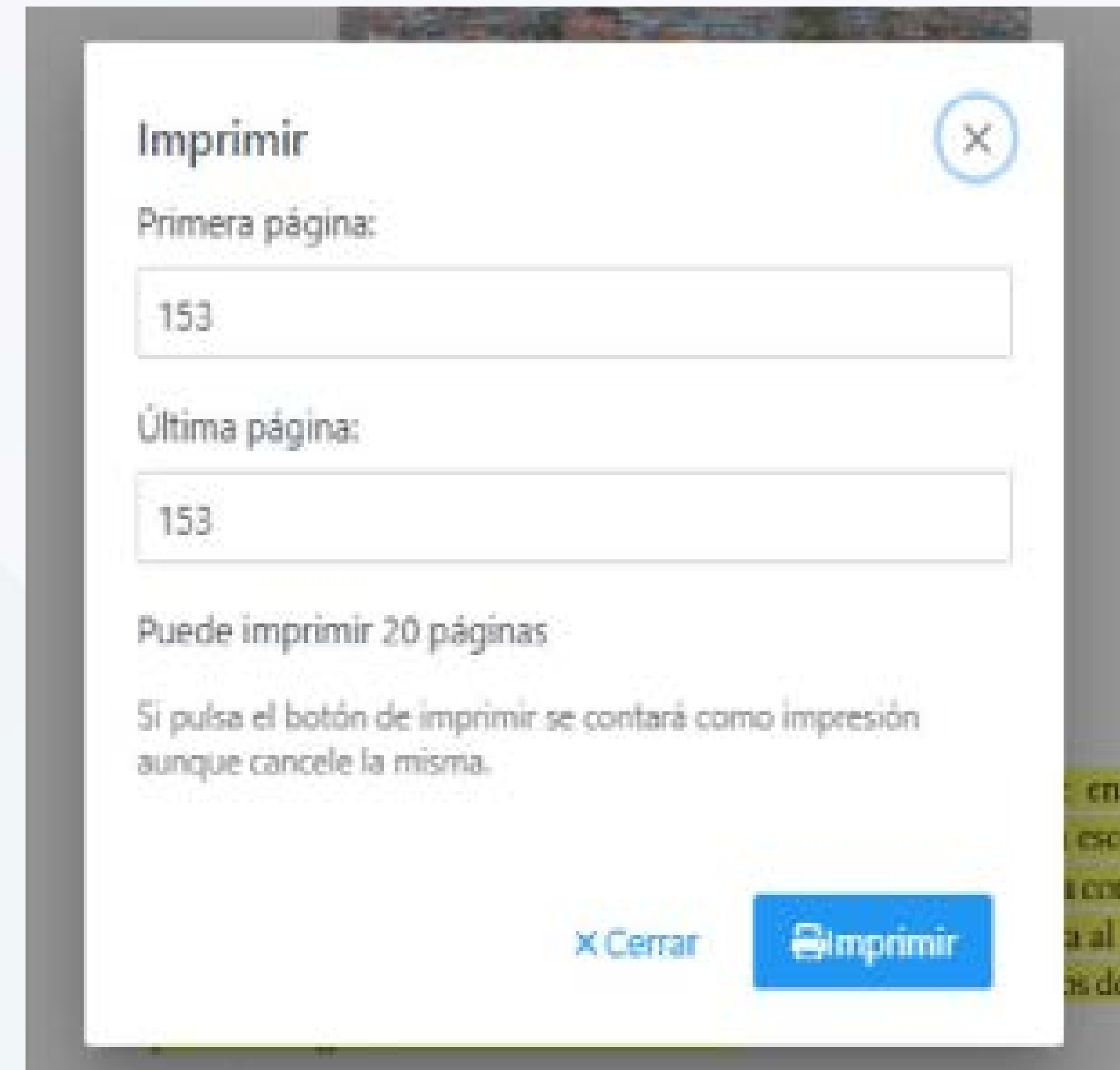


Citations. Download citations in RIS format or use the copy-and-paste function for your preferred bibliographic reference. There are seven citation format options available.

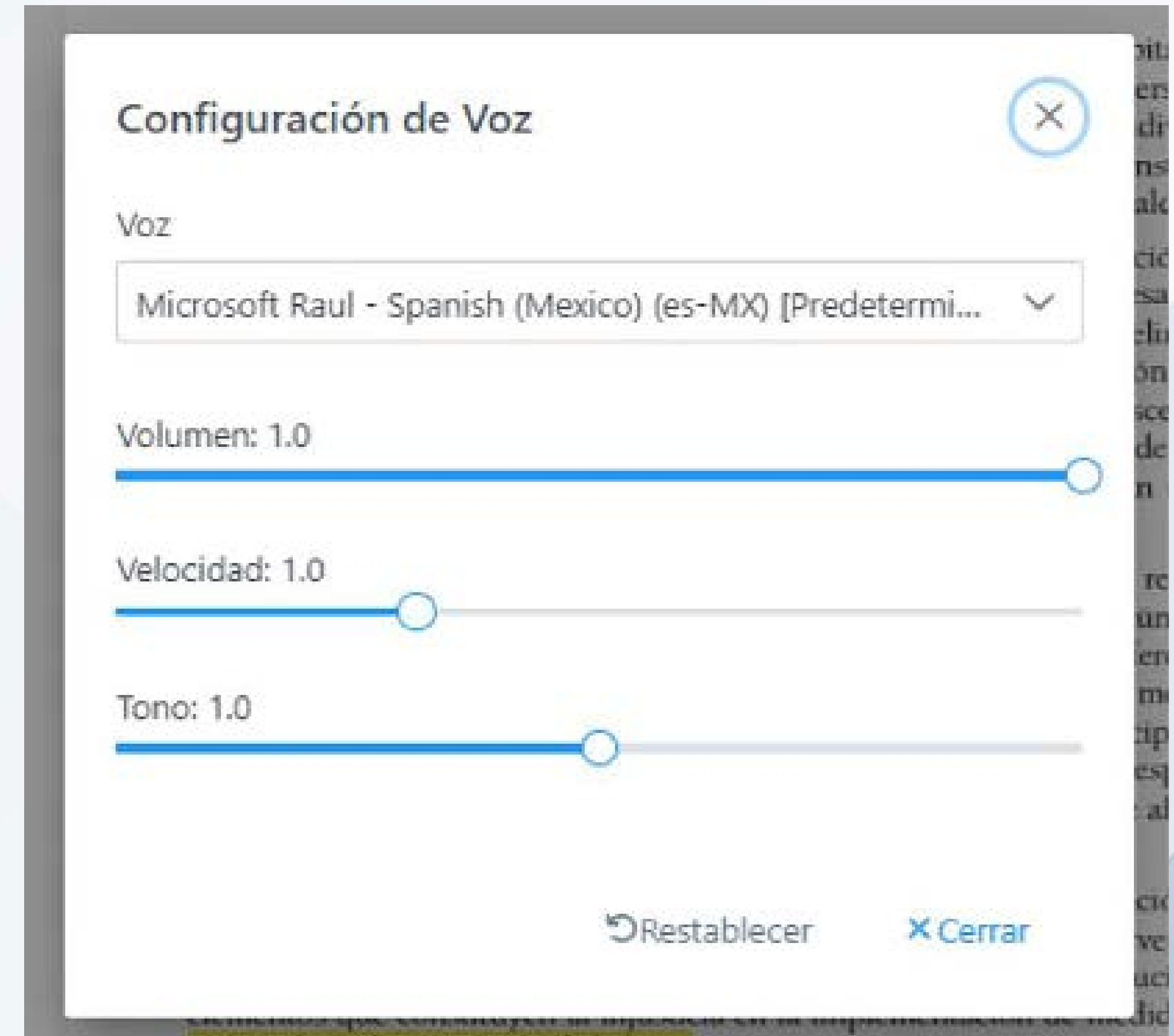
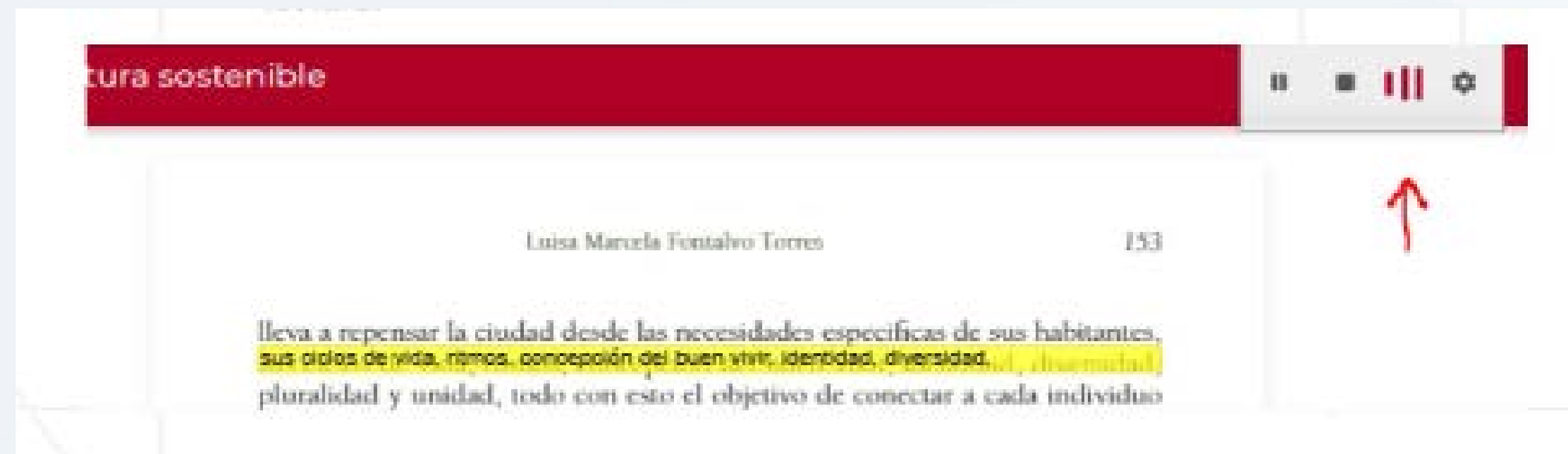


Share: You can share the book using the resource's URL or via WhatsApp, Facebook, or email. Important! To access the book, the person you share it with must be logged in to the platform beforehand to view it.

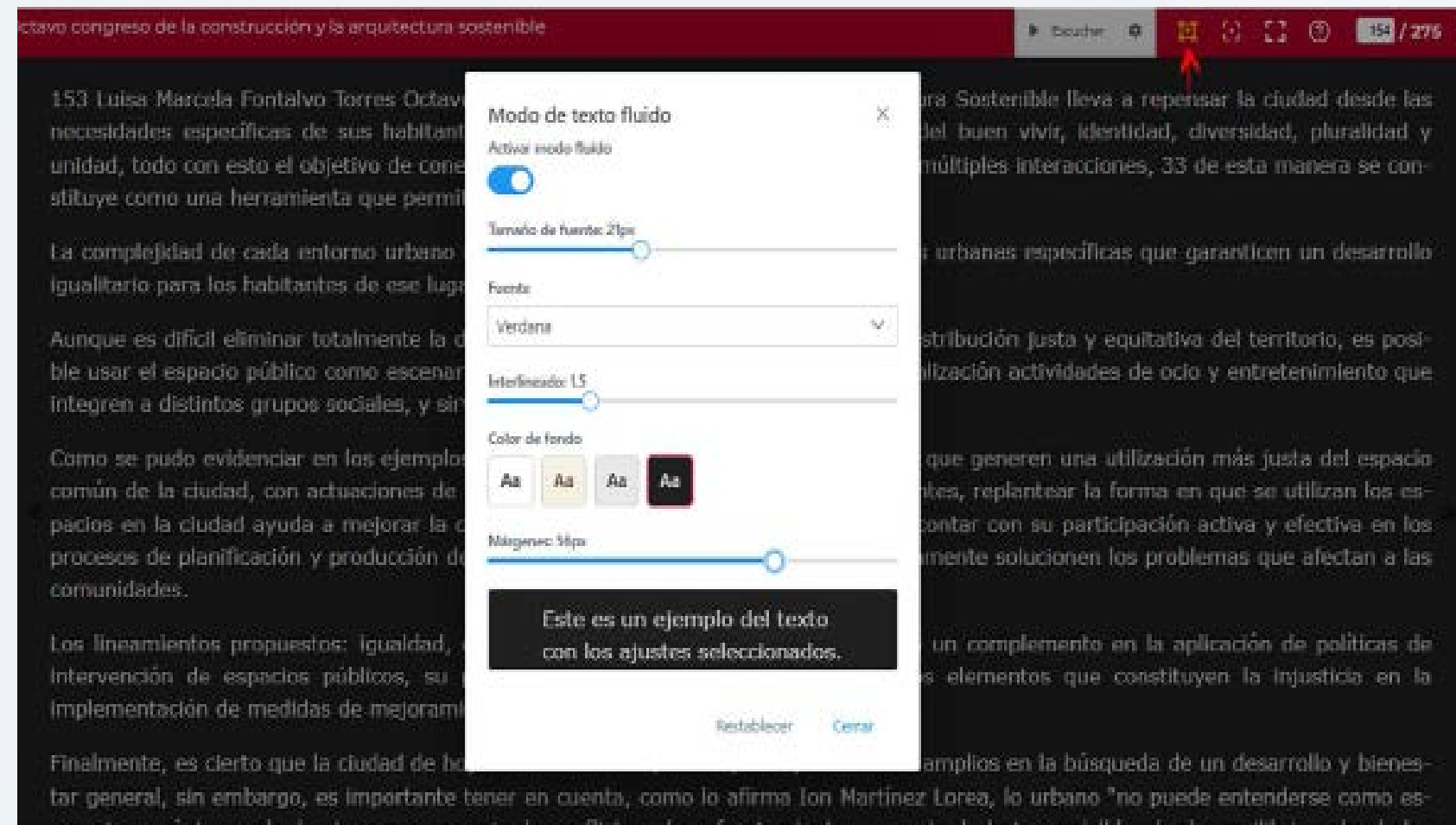
Print: You can print up to 20 pages of your book



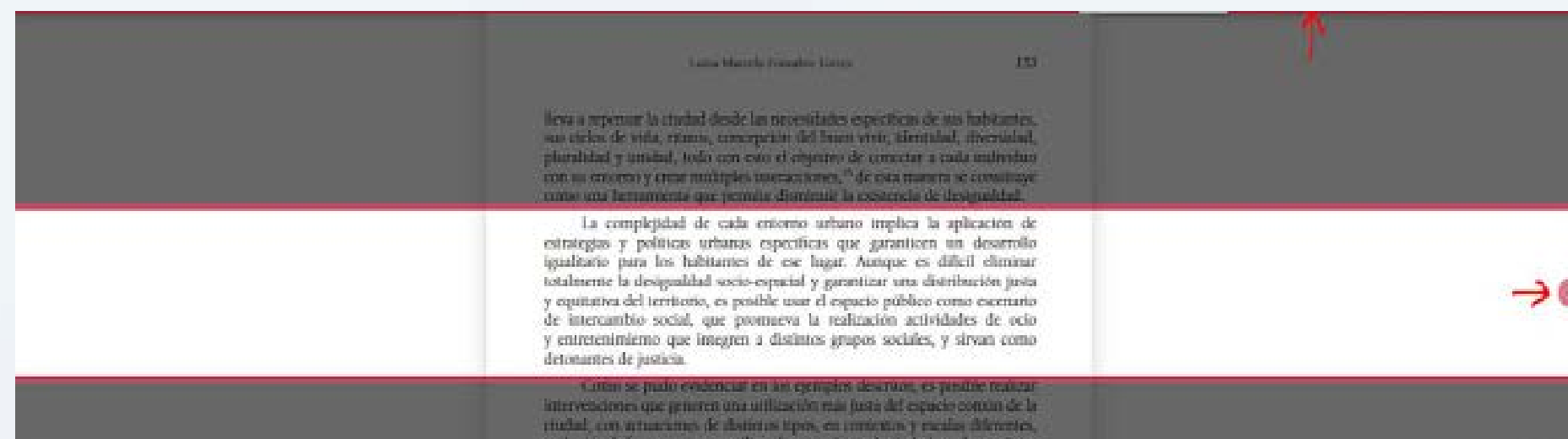
Audio Reader (Text-to-Speech). You can activate the read-aloud feature for the full text or a selected portion. You can customize the voice, volume, pitch, and reading speed through the settings option.



Text Flow Settings: You can adjust the text for your reading comfort. You can select settings such as font size, font type, line spacing, background color, and text margins.



Focus Bar: Activate section-by-section viewing of the text. Navigate by scrolling through the sidebar.



Full Screen: You can adjust the display to fill the entire screen.



Specific page number indicator. Allows you to enter a specific page number for navigation.

Scrolling. You can change pages by scrolling or moving to the bottom of the book with your mouse.

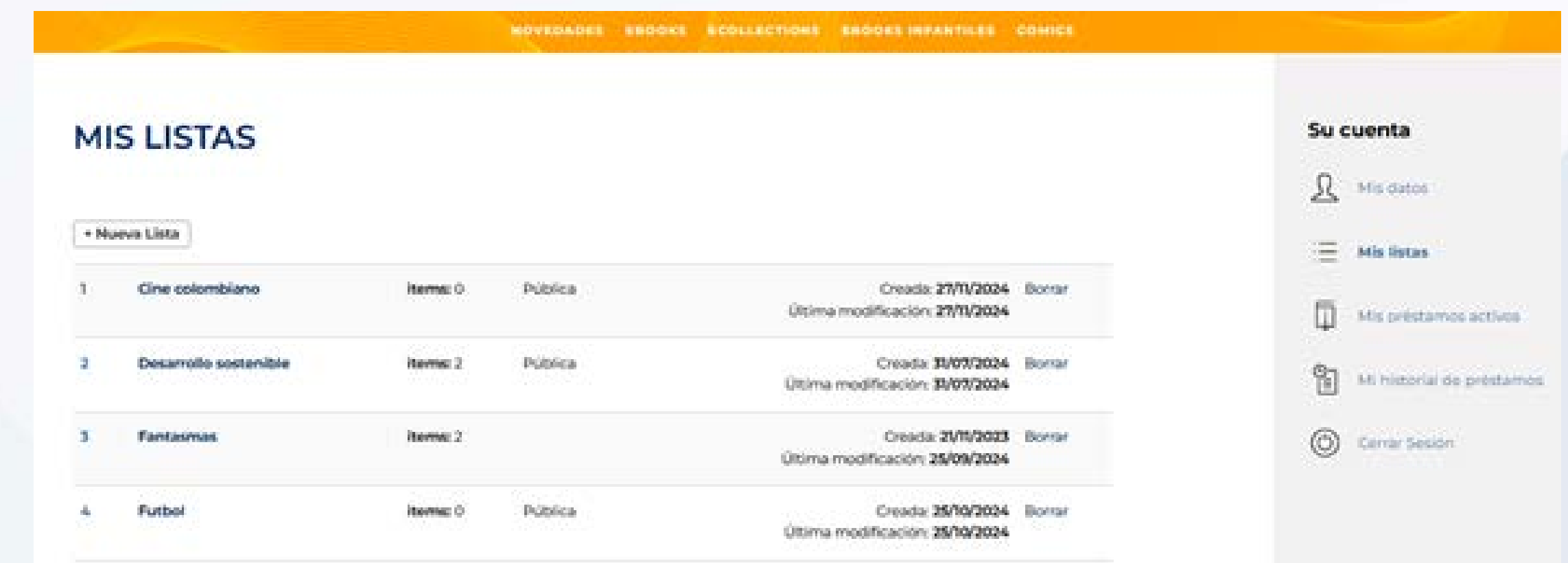


With your personal Digitalia Public Libraries account, you can create your own lists of favorite titles. Let's see how to manage them!

To create your own lists, you will also need a personal Digitalia Public Libraries account. If you do not have an account yet, we recommend consulting the corresponding section. If you already have an account, simply click "Login," enter the details you registered with, and click "Log In."

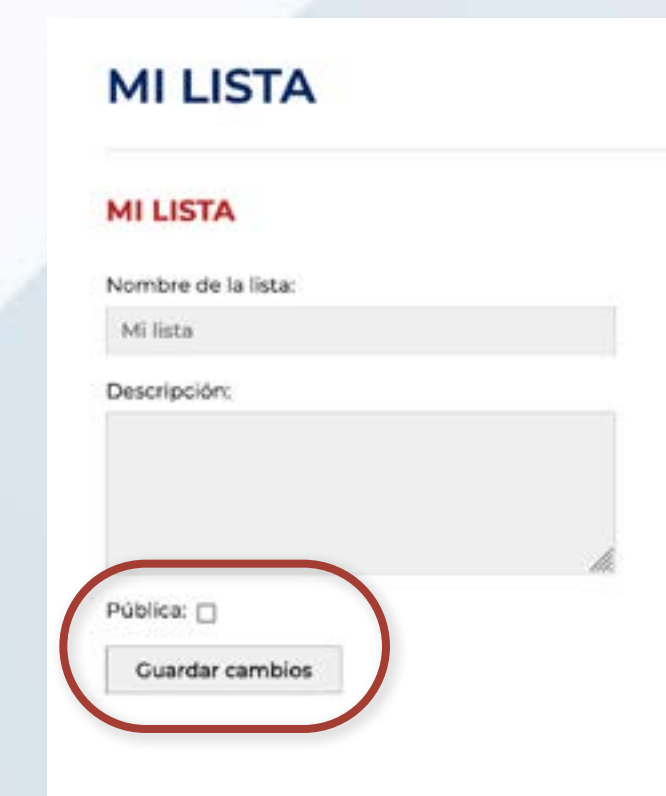
In your User Dashboard, click on "My Lists."

Your created lists will appear here, showing details such as the number of titles each one contains, its status (whether it is public or not), and its creation and modification dates. You can also delete any list by clicking "Delete."



To create a new list, click on "New List." Assign a name to your list and, if you wish, you can include a description.

Similarly, you can choose whether or not you want to make this list public.

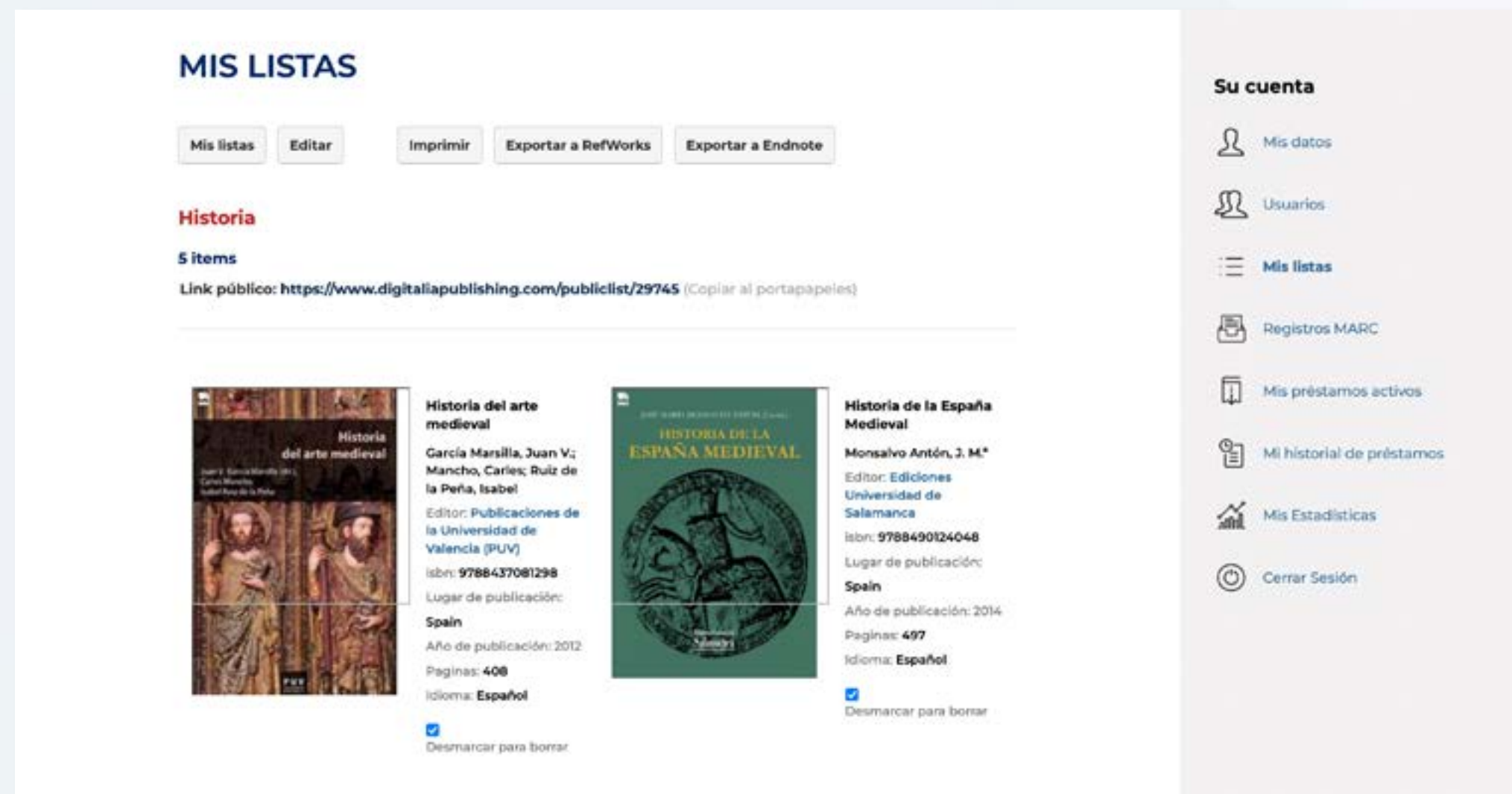


If you make a list public, once it has been created, you will receive a link that you can share with anyone you wish.

You can also print your list, export it to a bibliographic reference manager, or remove titles from it.

Now, let's see how to add content to your list! In the window that appears when you click "Login," there is a dropdown menu featuring all your lists. Make sure you have selected the list you want; you can change it at any time.

If you are browsing our website, a new checkbox will appear under the book's cover, giving you the option to add the title to the list you currently have selected.



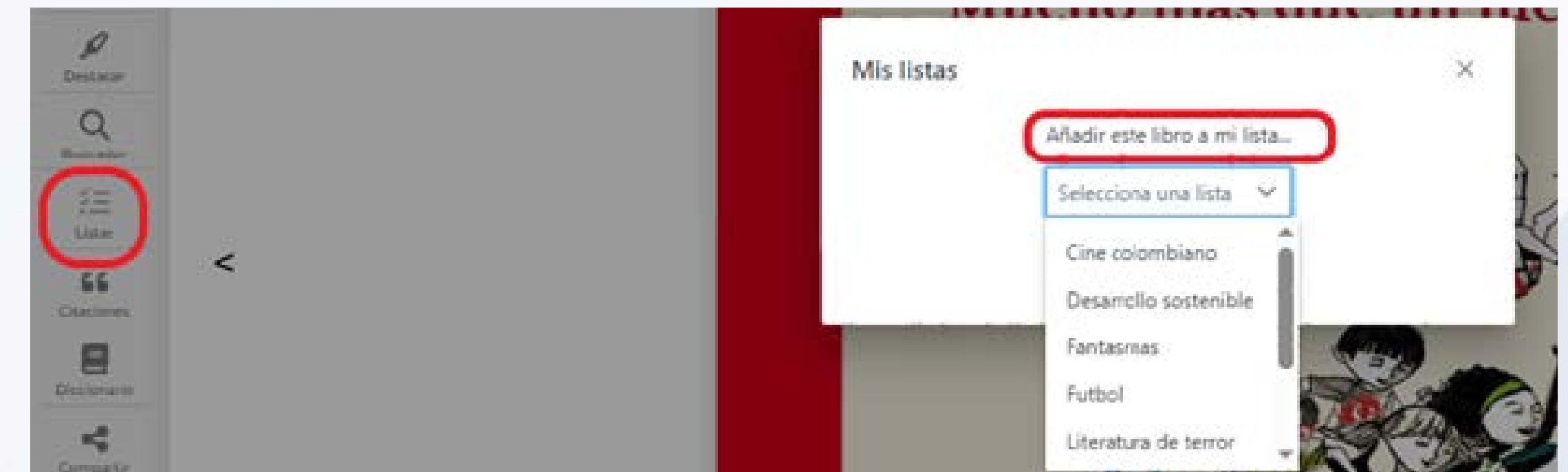
Anyone will be able to see your selection of titles. However, please remember that they will only be able to access the full text of these titles if they are users of an institution that has a subscription to Digitalia Public Libraries services.



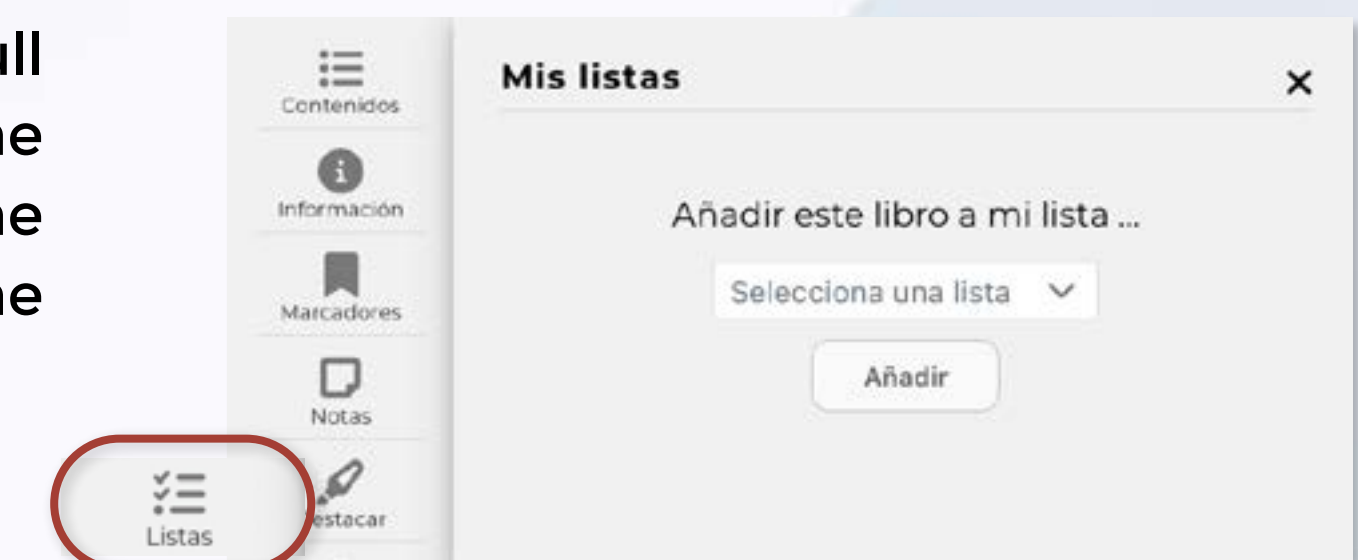
Similarly, the titles already included in your list will appear marked, and you can uncheck them if you wish to remove them from the list.

If you are on a specific book's record, you will also have the option to add or remove that title from your list.

When performing a search, you can also add or remove titles from your list directly from the search results.



If you are reading the full text of a book (in the Online Viewer), you can add it to one of your lists by clicking on the "My Lists" icon.



Lists are a great way to keep your information organized, as well as to share it with your colleagues or students.

DOWNLOADING FULL TEXTS

If your library has requested this service, you can download ebooks using Adobe DRM.

To download a full text from Digitalia Public Libraries, you will first need to install Adobe Digital Editions—a free program—on your computer or device:

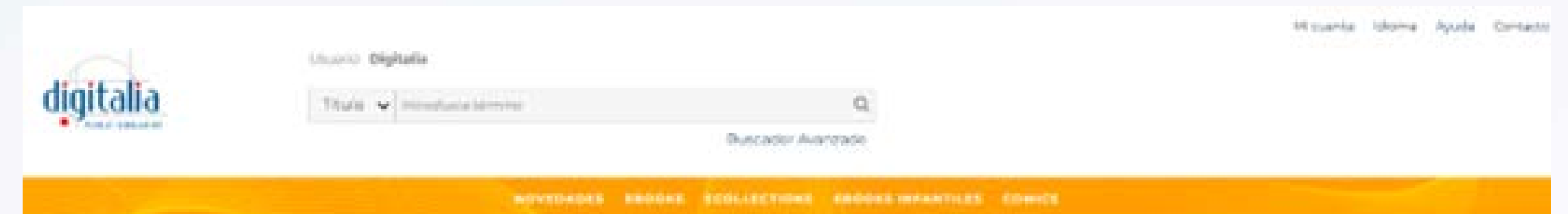
<http://www.adobe.com/es/products/digital-editions/download.html>

You can read and annotate downloaded ebooks on your computer without an internet connection, and you can store up to 5 books simultaneously.

Access periods will be 21 days for all documents.

You can always return books before this period ends.

No need to reserve a book! All Digitalia Public Libraries books are multi-user, so you can always access them whenever you wish.



How to install Adobe Digital Editions

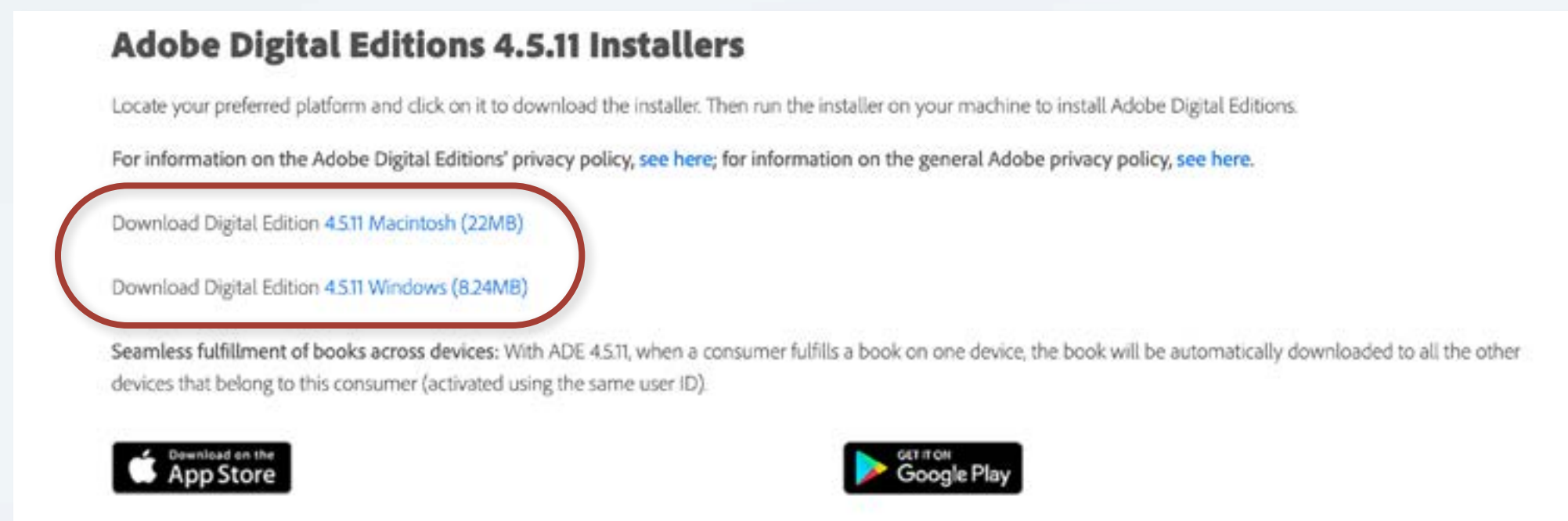
Before you begin:

1) Please ensure you access the Digitalia Public Libraries website (<https://public.digitaliapublishing.com/>) either from your institution's premises or via your institution's library portal.

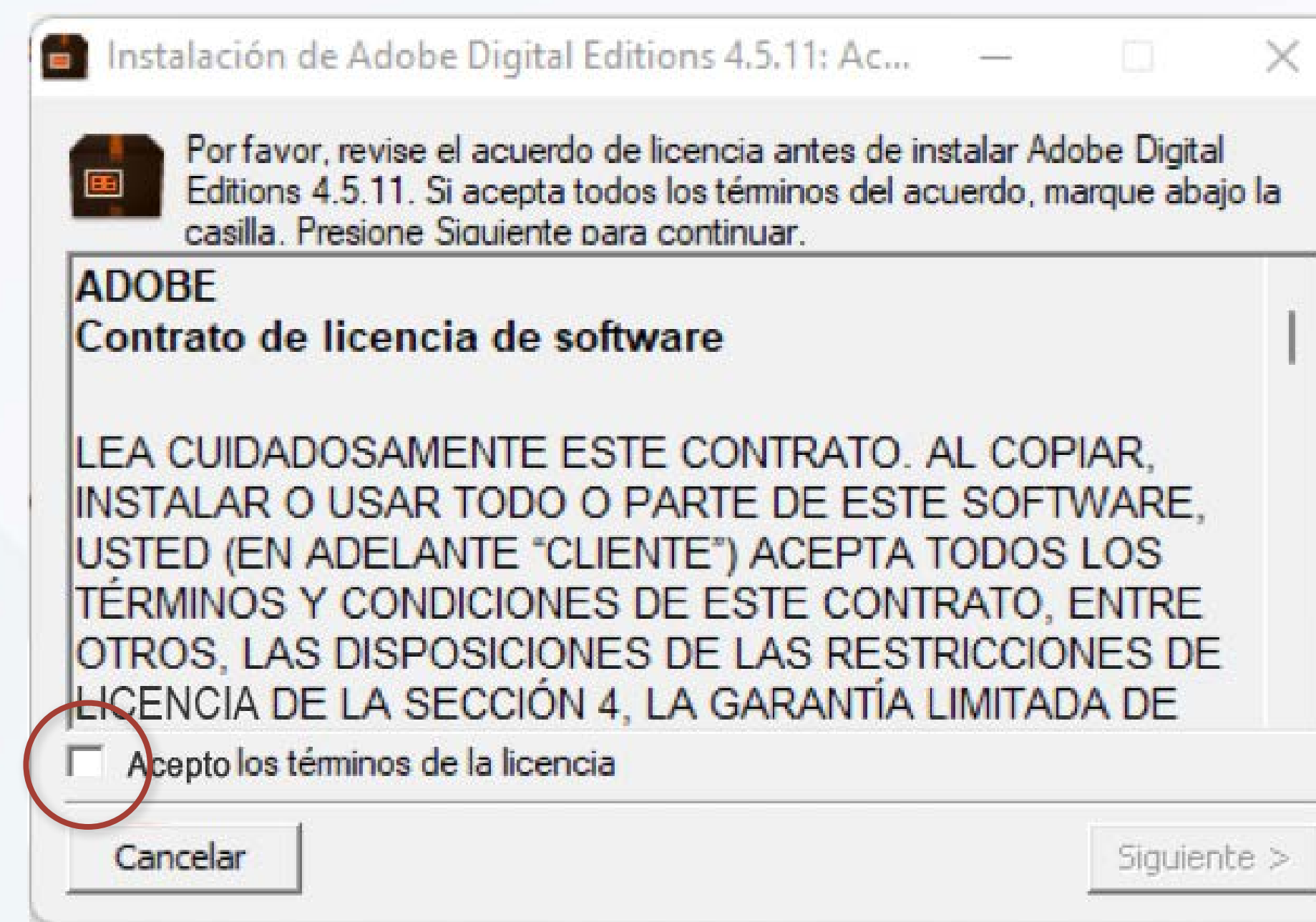
2) Avoid using public computers to download your files.

First, go to the Adobe Digital Editions download page: <https://www.adobe.com/solutions/ebook/digital-editions/download.html>

Select your computer's operating system (Windows or Mac). Once you click, a file will download; click on it to open it.

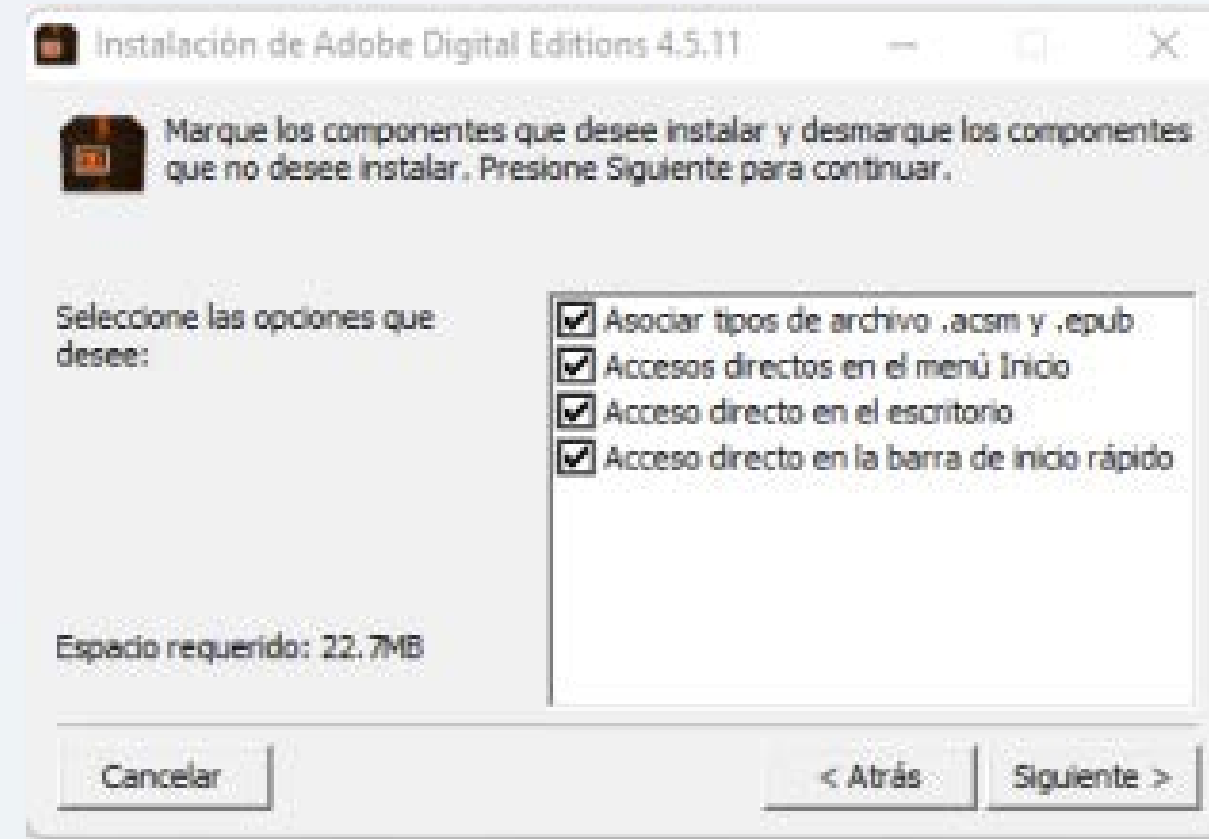


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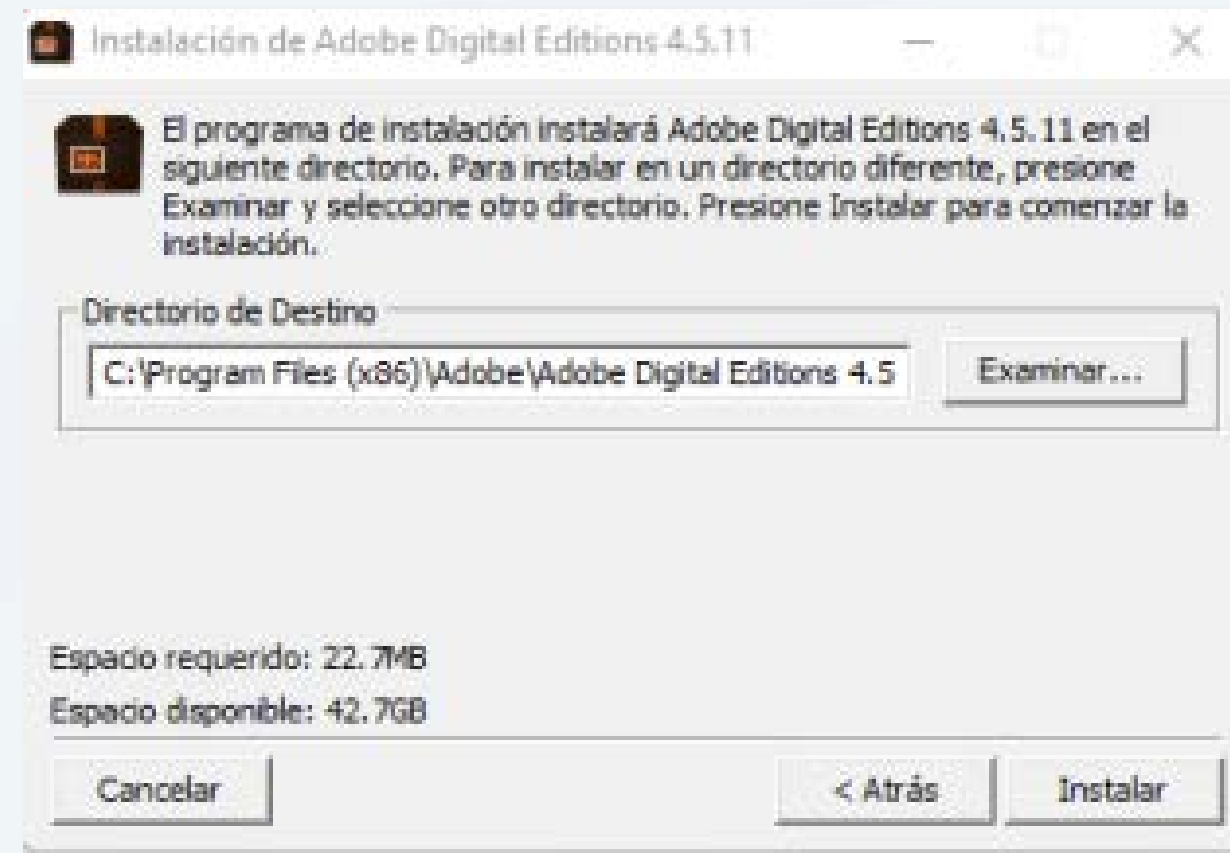


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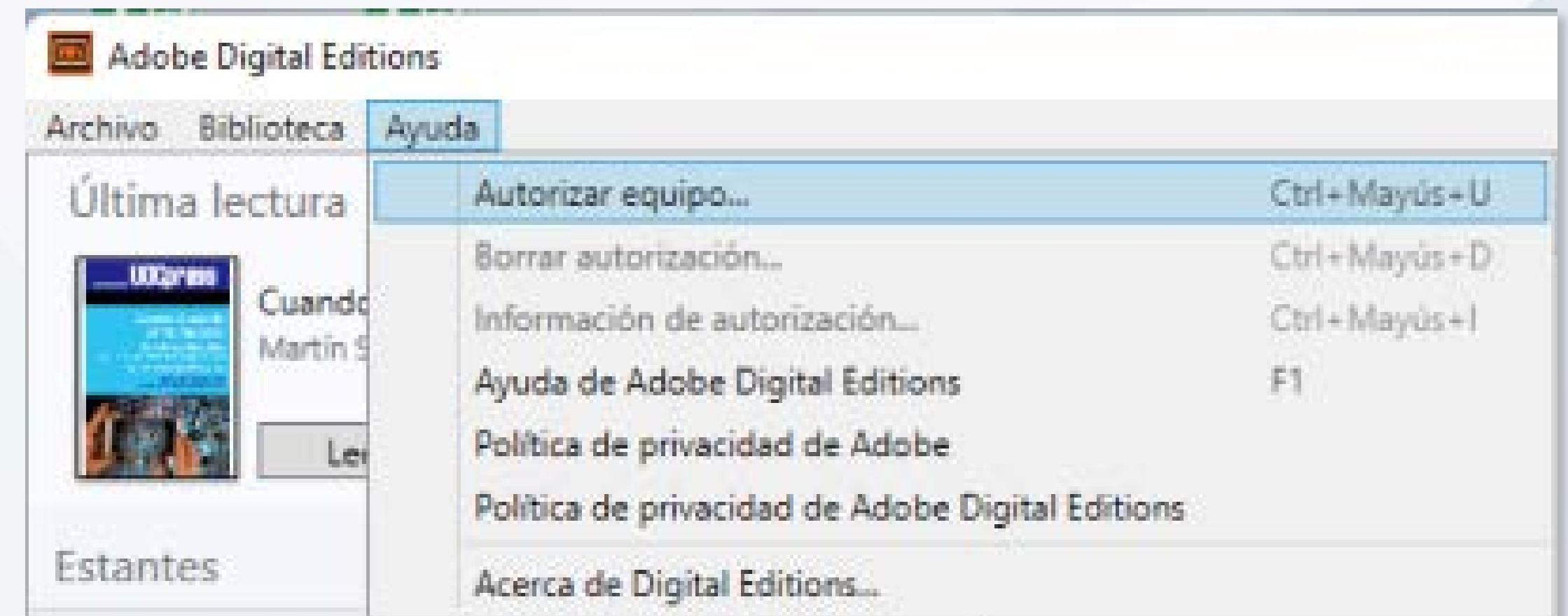


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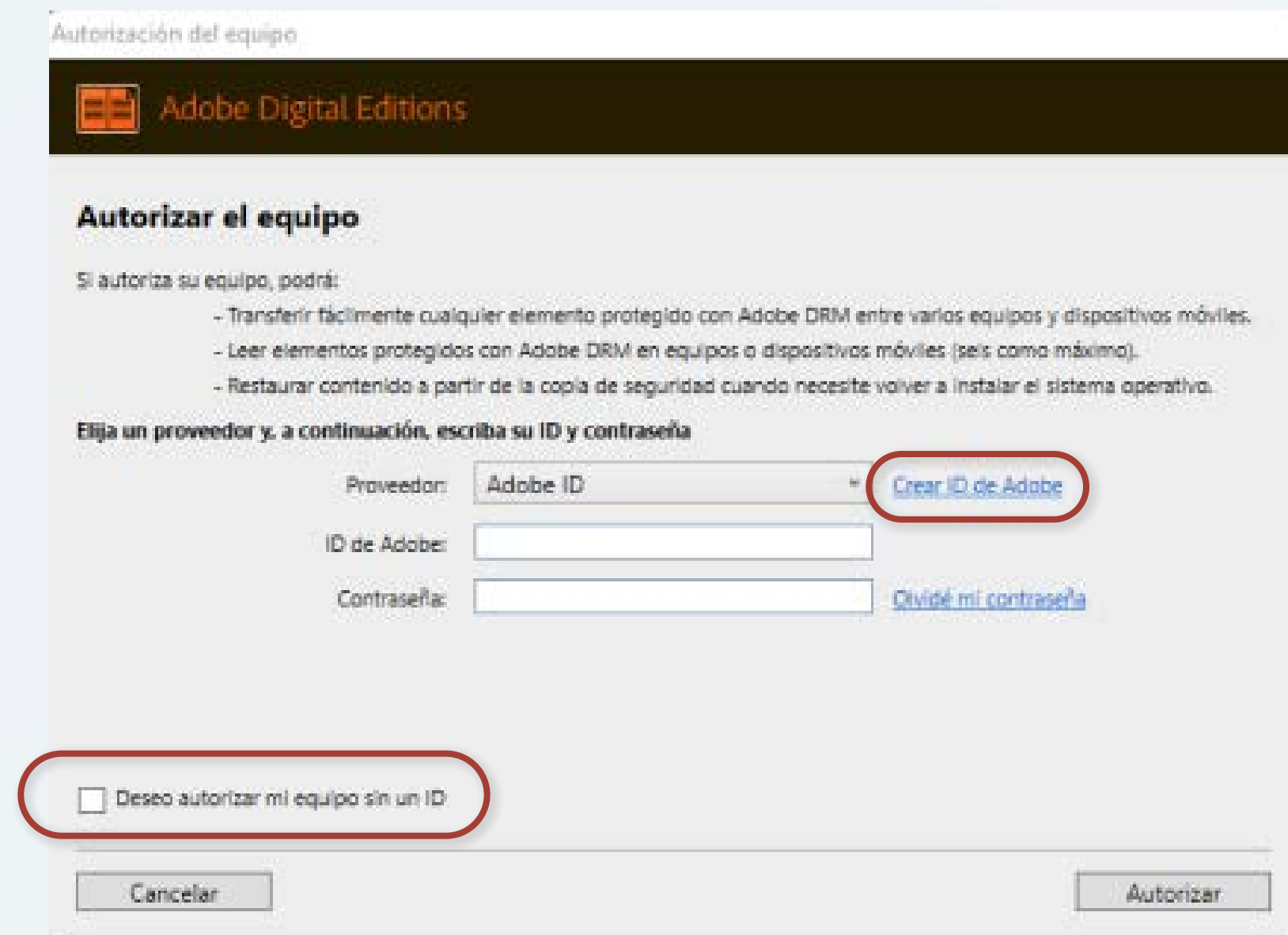


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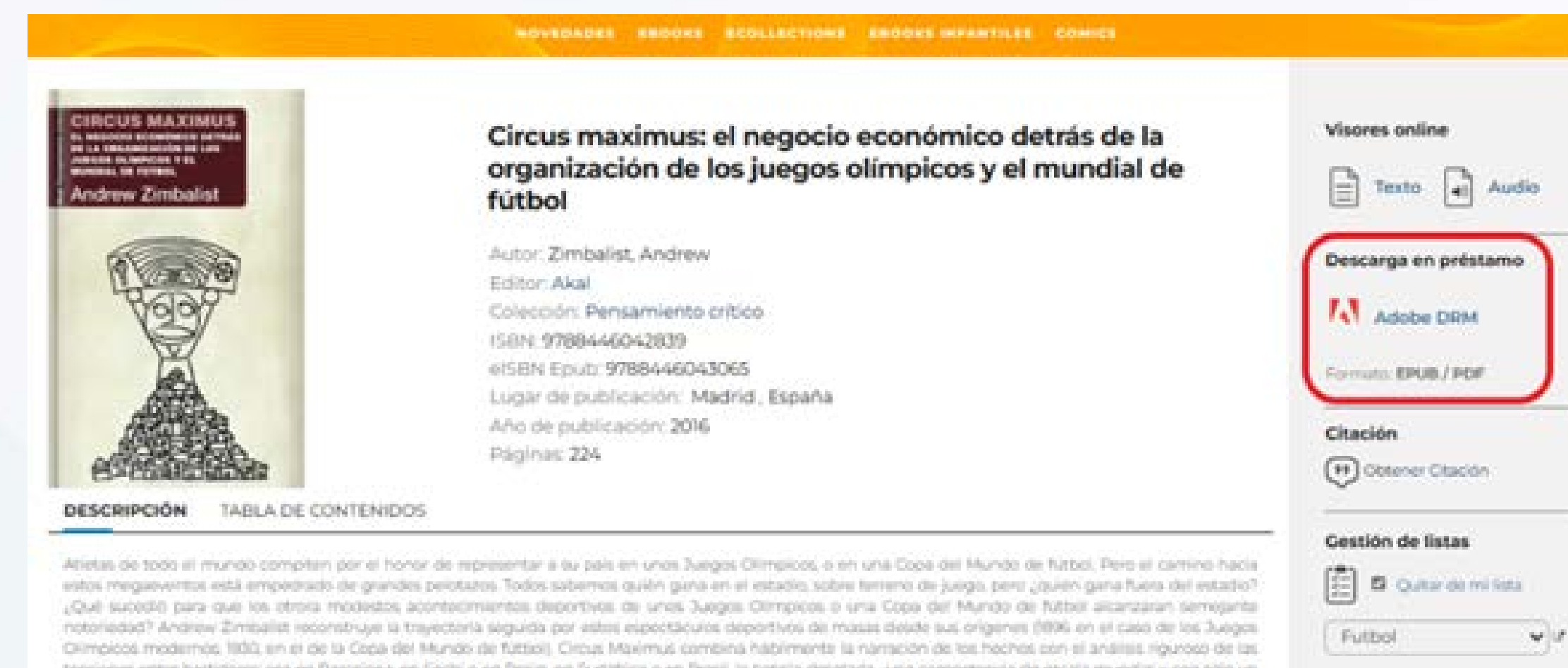
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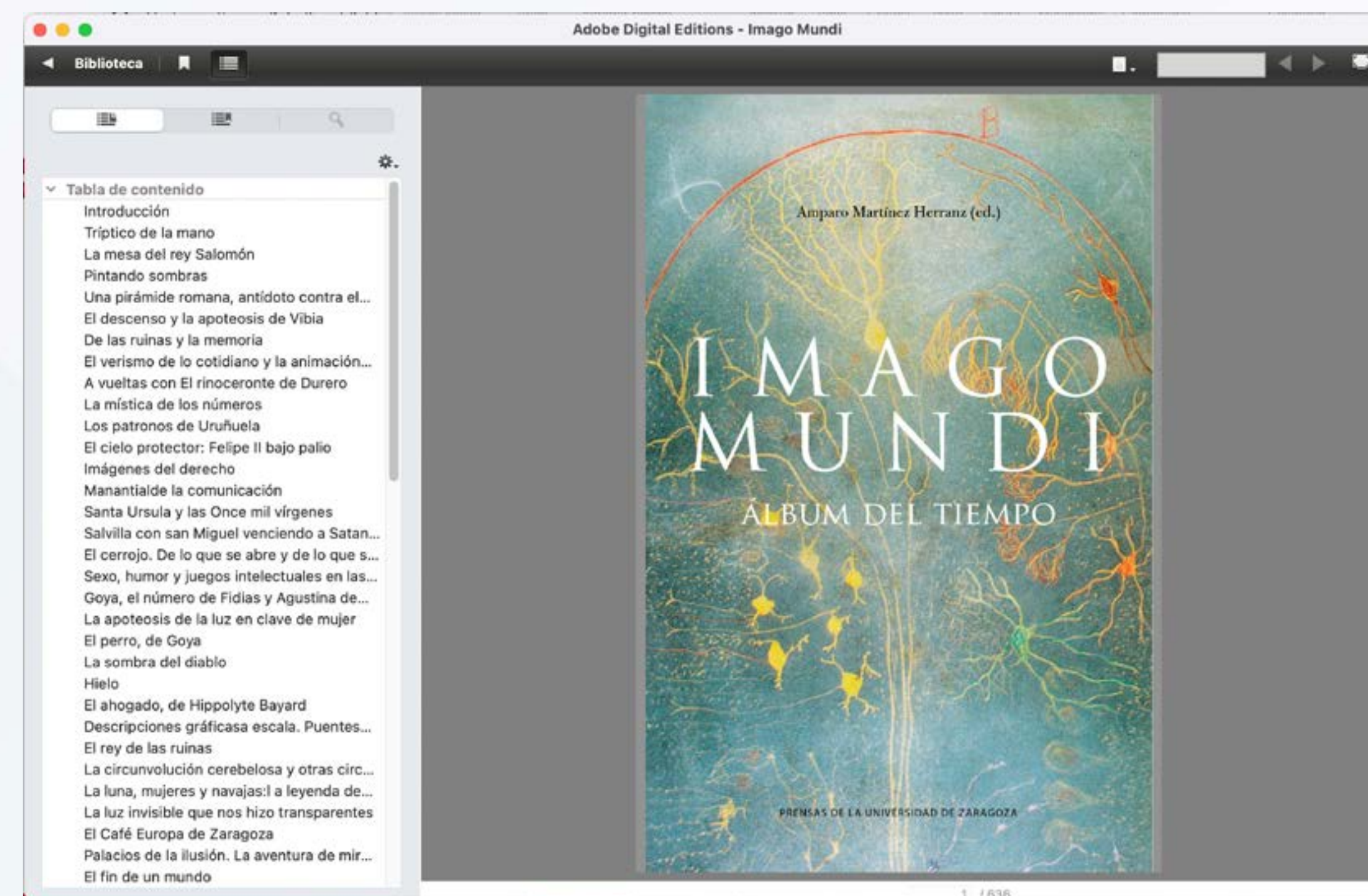
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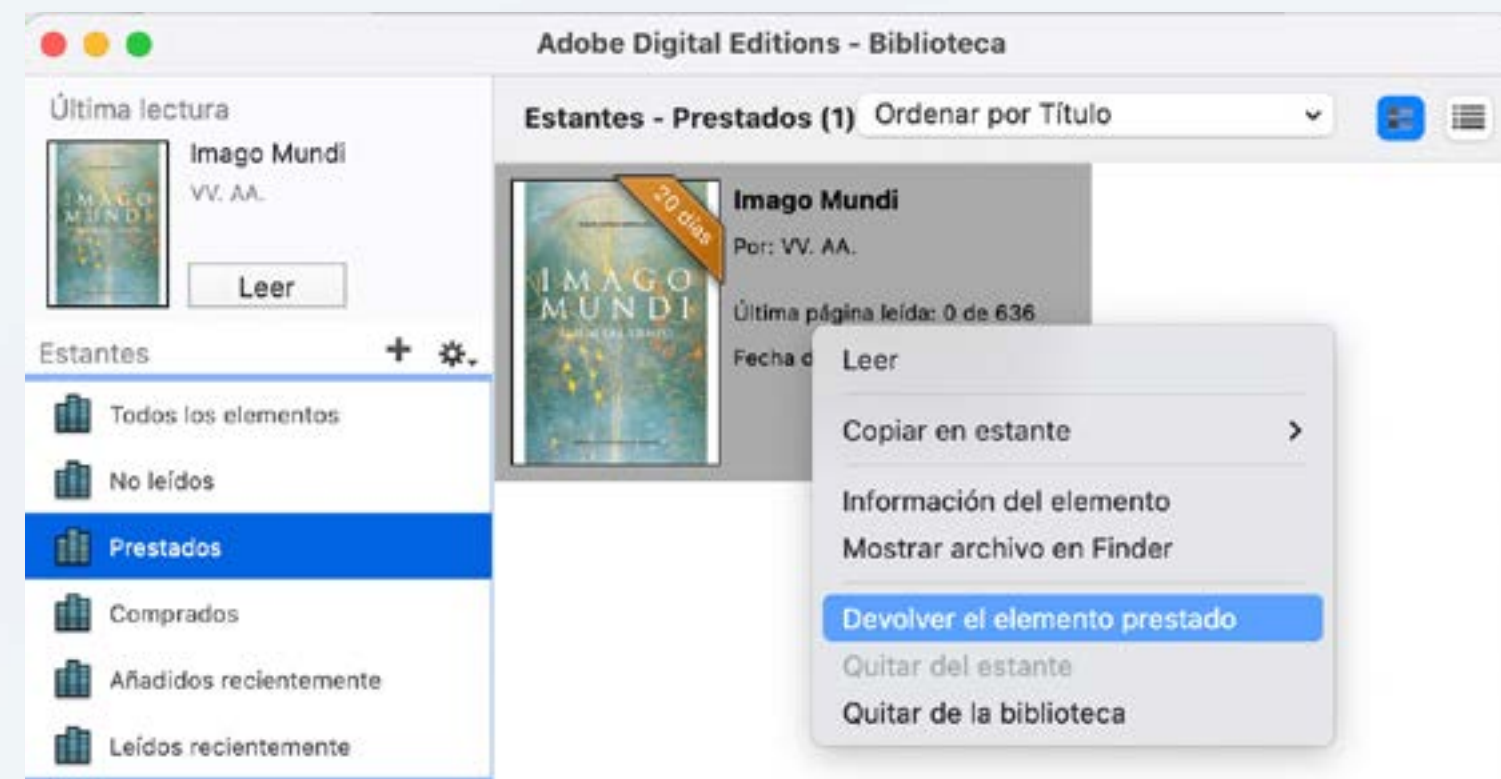
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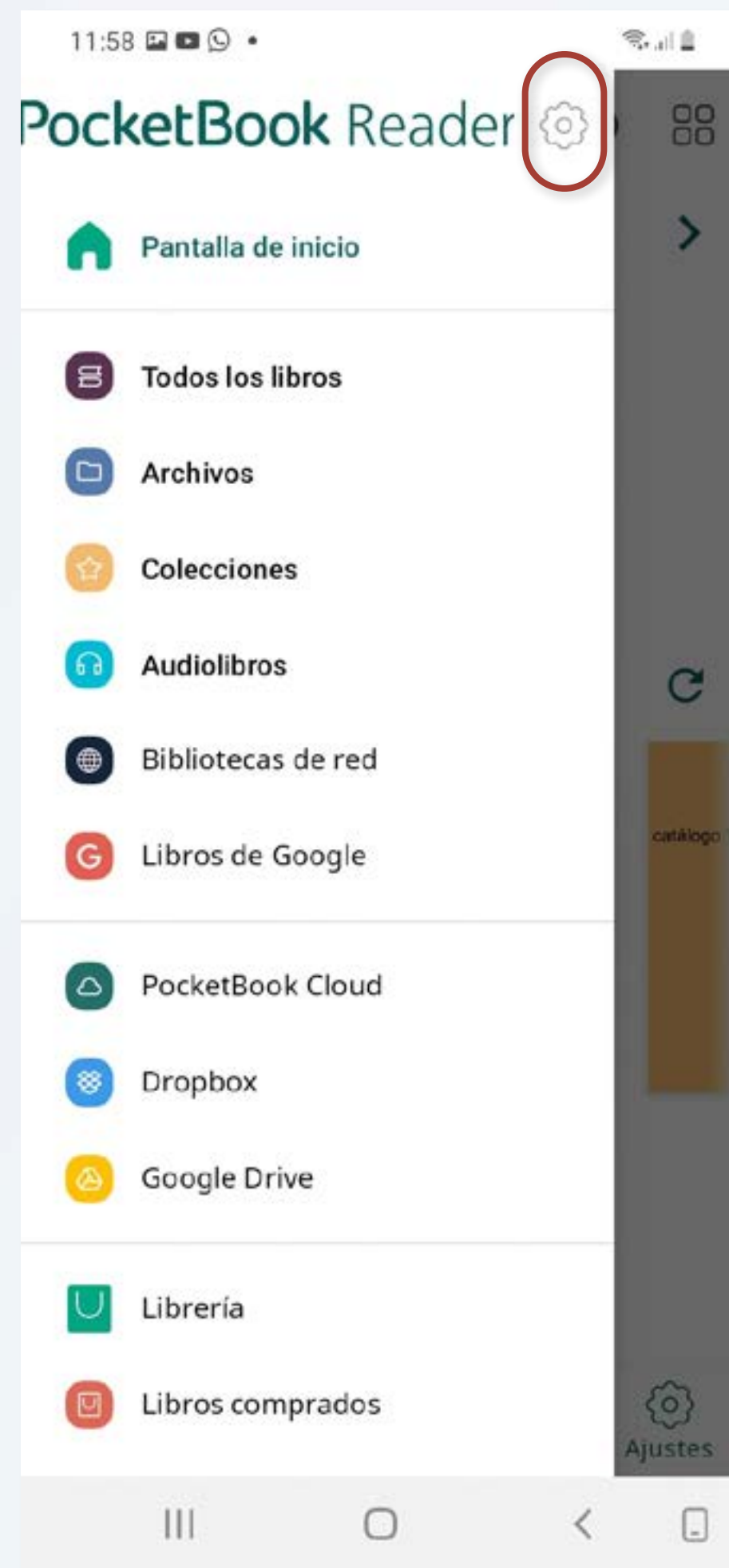
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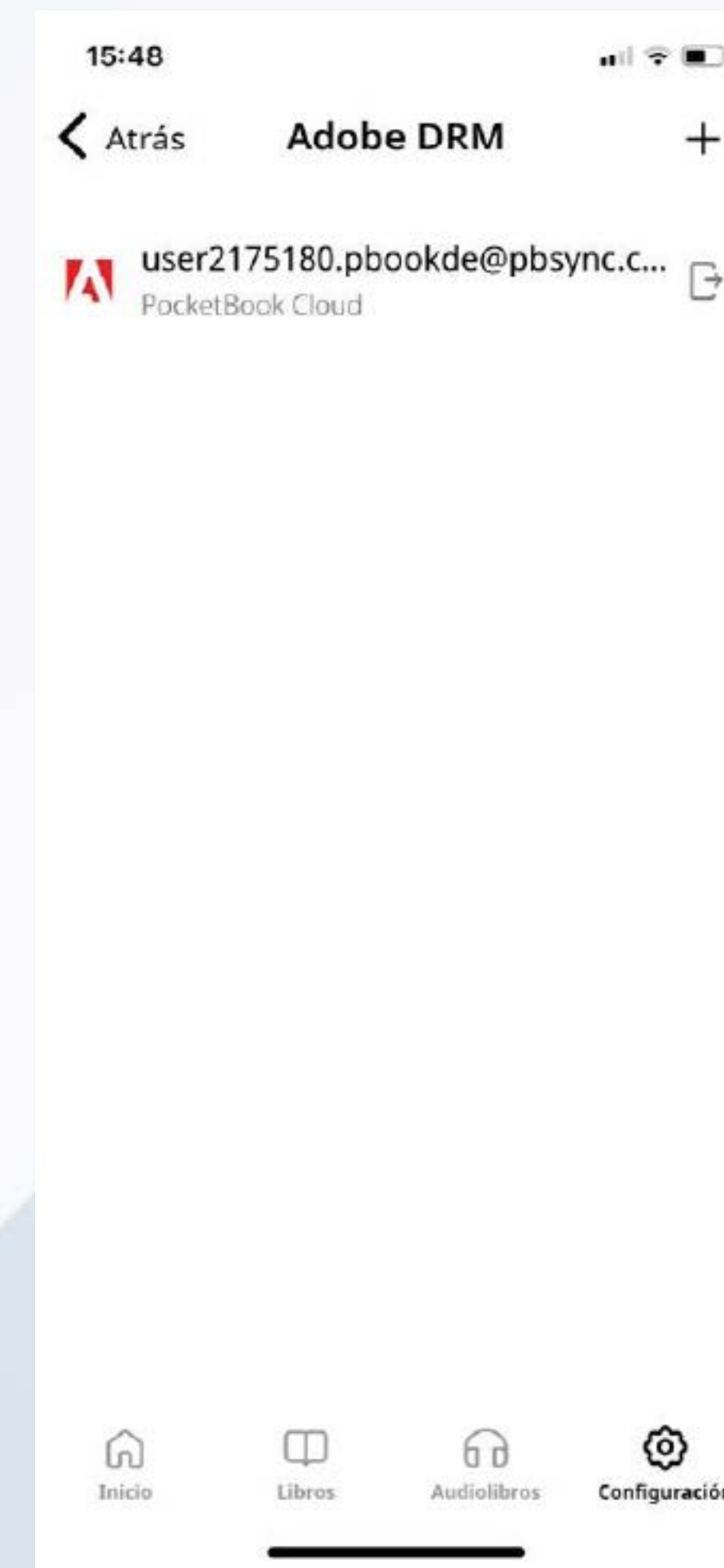
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Tap the “+” (plus) sign located in the top-right corner and enter your Adobe ID credentials.

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Now that your device is linked, you are ready to start borrowing titles!



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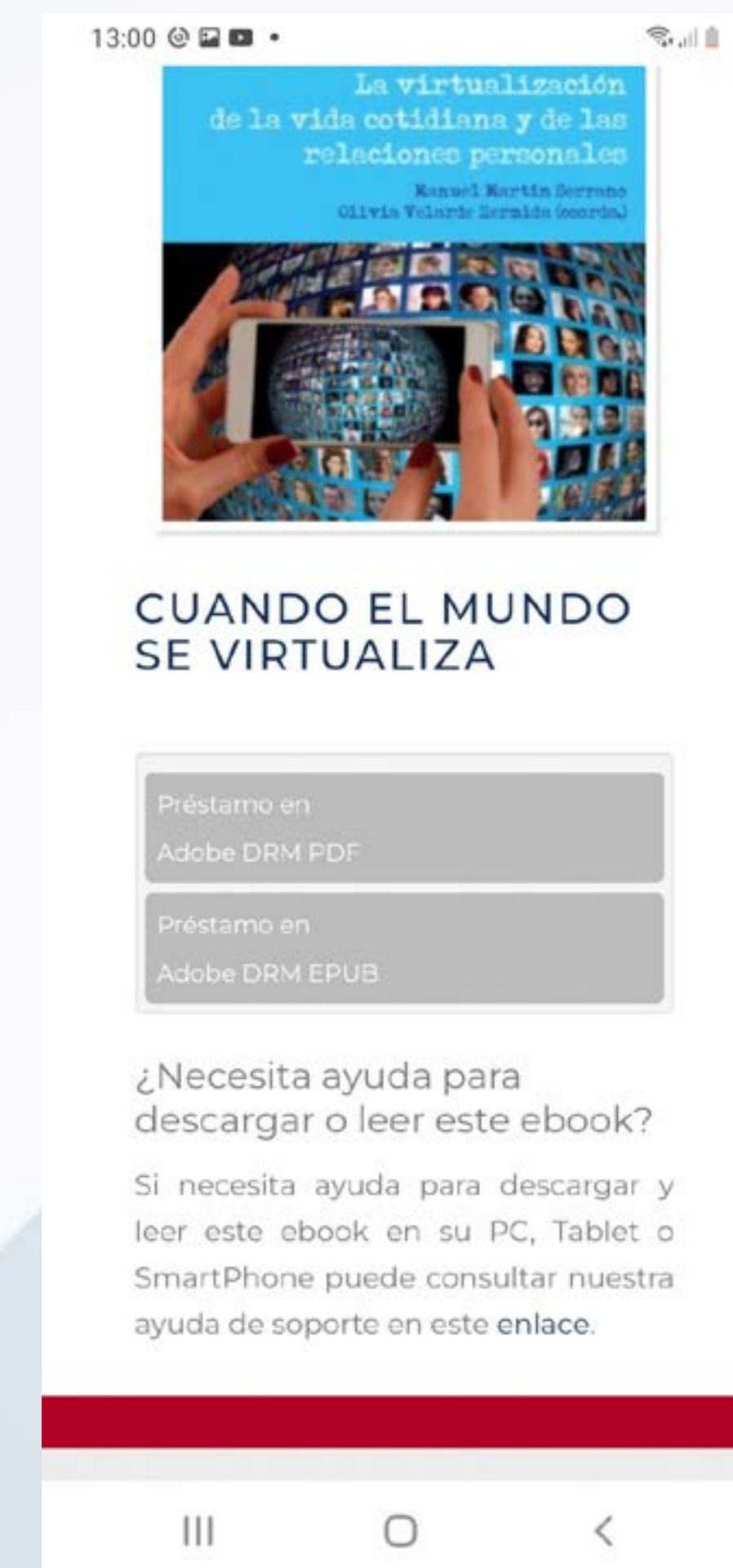
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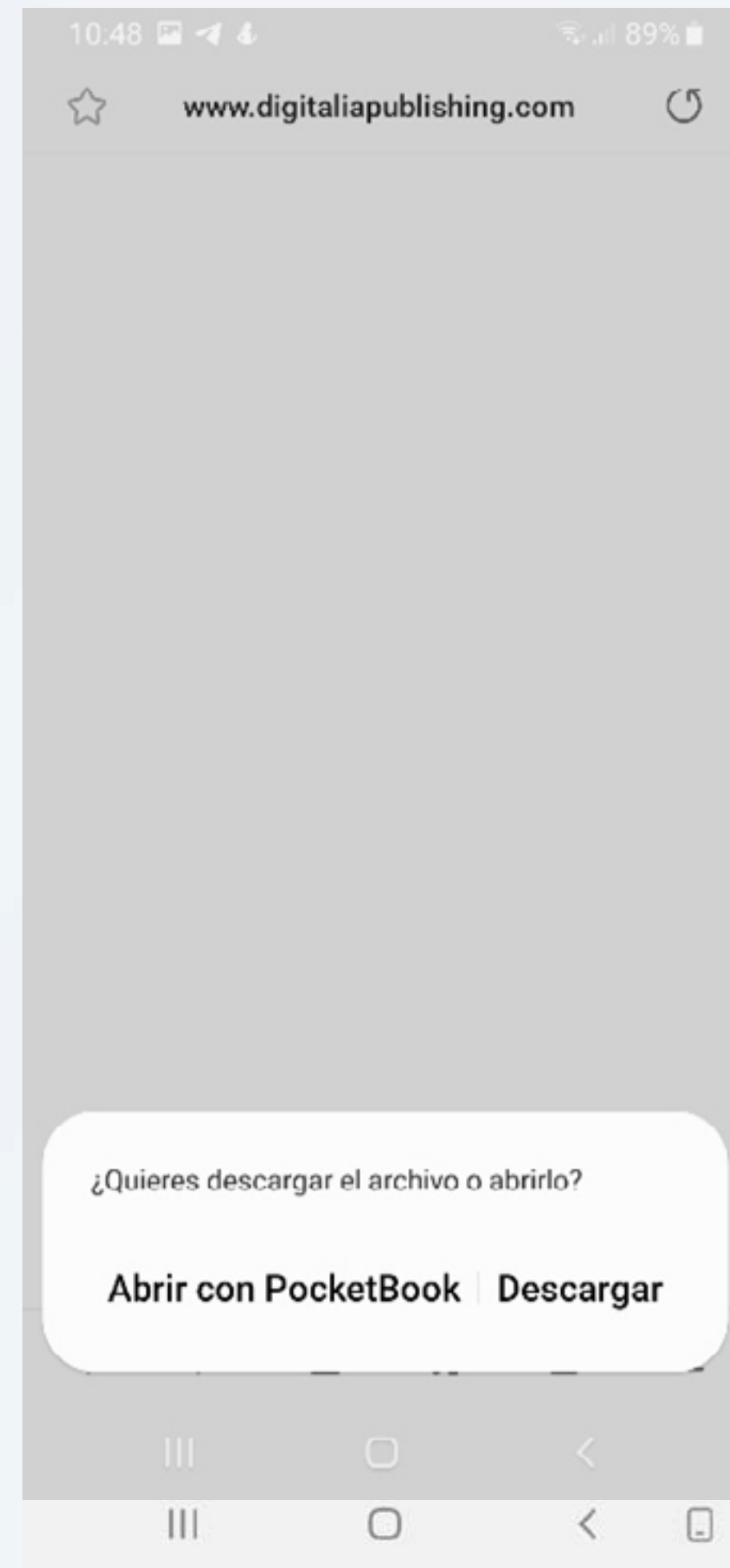
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