

McGraw-Hill E-Book System

Guidebook



Enjoy Reading from L&B

Just a click, start your world.

E-BOOK SYSTEM MANIPULATION ILLUSTRATION

INTRODUCTION TO MCGRAW-HILL E-BOOK SYSTEM FEATURES

1. Each title is the original e-book, and all the content text is not based on scanning file, so every e-book can be under full-text searching to increase the value of utilization of e-books.
2. All the e-content own legal copyright to avoid privacy and infringement.
3. To collect multi-lingual publications including traditional-Chinese, English and other languages ones.
4. To collect multi-types and subjects of contents, such as, text-book, academic monograph, research topic thesis...etc.
5. Search system meets the users' needs and provides many search functions, full-text search, subjects and titles navigating and My Library services for each user.
6. SmartReader™ is easy to use and fulfils the multi-functional needs including on/off line reading, note-taking implementing, E-book subjects classification and citation-accessing...etc.

BRIEF INTRUCTION TO MCGRAW-HILL E-BOOK SYSTEM

McGraw-Hill Publishing Company dedicated to publish in the fields including architecture, electrical engineering, business administration, financial investment, medical science, social & natural science and many others is famous globally with her broad and deep and professional publishing. As the leading publishing company in the world, the academic publications from McGraw-Hill are mostly assigned to be the textbooks by the global colleges and universities, and we own the readers from all levels of academic institutions and professionals in the world.

The e-books in this platform are in the pure e-file format and stored in compression, so the occupation of the hard-disc space is small. 10,000 e-book titles only demand about 15G hard-disc spaces; this means that the cost of storage is almost "zero. Our e-books not only resolve the problems about the storage of increasing data volumes but also support full-text search in order to make the users search the whole context information in the e-books to increase the efficiency of search.

McGraw-Hill provides more than 800 e-book titles in foreign languages, and their features are as below:

1. The e-books in collections are academic and professional. Each title is in the pure e-file format, and its hard-disc occupation space is little. The context and charts of e-books can be copied in order to expand the utilization scope.
2. Behind the bibliography, our e-books also provide their content introduction and title index in order to easily make the users navigate rapidly and confirm the content.
3. In addition, the feature of unlimited multiple concurrent users to satisfy the readers' demands and to save collection space in libraries and to decrease human resource cost of libraries and to ease library collections.

E-BOOK SYSTEM INTERFACE ILLUSTRATION


McGraw-Hill E-Book System Homepage

The screenshot shows the McGraw-Hill Education homepage. The search bar is highlighted with a red box and labeled "Simple Search". The search results are labeled "New Titles". A red box highlights the search filters, labeled "Titles-navigating by subjects". A red box highlights the search results, labeled "The titles with mark is full-text accessible". A red box highlights the language selection dropdown, labeled "Interface language changing: 1. Traditional Chinese, 2. Simple Chinese, 3. English". A red box highlights the ranking of most popular titles, labeled "Ranking of most popular titles is determined by the numbers of the title-clicking".

SEARCH FUNCIONS

Simple Search

The Simple Search interface features a search bar with the text "management" and a magnifying glass icon. Below the search bar are several checkboxes for search filters: Title (checked), Publisher, Author, ISBN, Description, Content, and All. An "Advanced Search" button is located at the bottom right of the filter section.

In simple search mode, to enter one set of keywords (only one set, system does not allow space, "+" , "," and " , "or" , "not"), and then check the fields you need, and click  , to start searching.

The information about the files:

1. Title: find out the targeted keywords of titles.
2. Publisher: find out the publisher that meets the keywords
3. Author: find out the author that meets the keywords
4. ISBN: find out the ISBN that meets the keywords
5. Description: find out the description that meets the keywords
6. Content: find out the e-book content that meets the keywords
7. All: multi-search all above fields

Advanced Search

Click [Advanced Search](#) icon on the screen to enter advanced search mode, and the illustration about advanced search as below:

The screenshot shows the 'Advanced Search' interface with several callouts:

- Support Boolean logic search(and, or, not)**: Points to the dropdown menu showing 'AND'.
- Self add the search-field**: Points to the 'Add' button next to a search field.
- Check category to search**: Points to the 'Category' section with a list of subjects.
- Choose the range of published year to search**: Points to the 'Range of published year' input fields.

The interface includes sections for 'Fulltext search', 'Category', 'Range of published year', and 'Display setting'. It features search criteria input fields, a list of subjects to select, and 'Reset' and 'Search' buttons.

Example of Searching :

To key "business" in title field and "management" in the content field, and set the range of published year as 2000-2009. The example of searching as below :

The screenshot shows the 'Advanced Search' interface with the following search criteria:

- Fulltext search**: Title field contains "business", Content field contains "management".
- Category**: No categories are selected.
- Range of published year**: A.D. 2000 Year ~ A.D. 2009 Year.
- Display setting**: Brief.

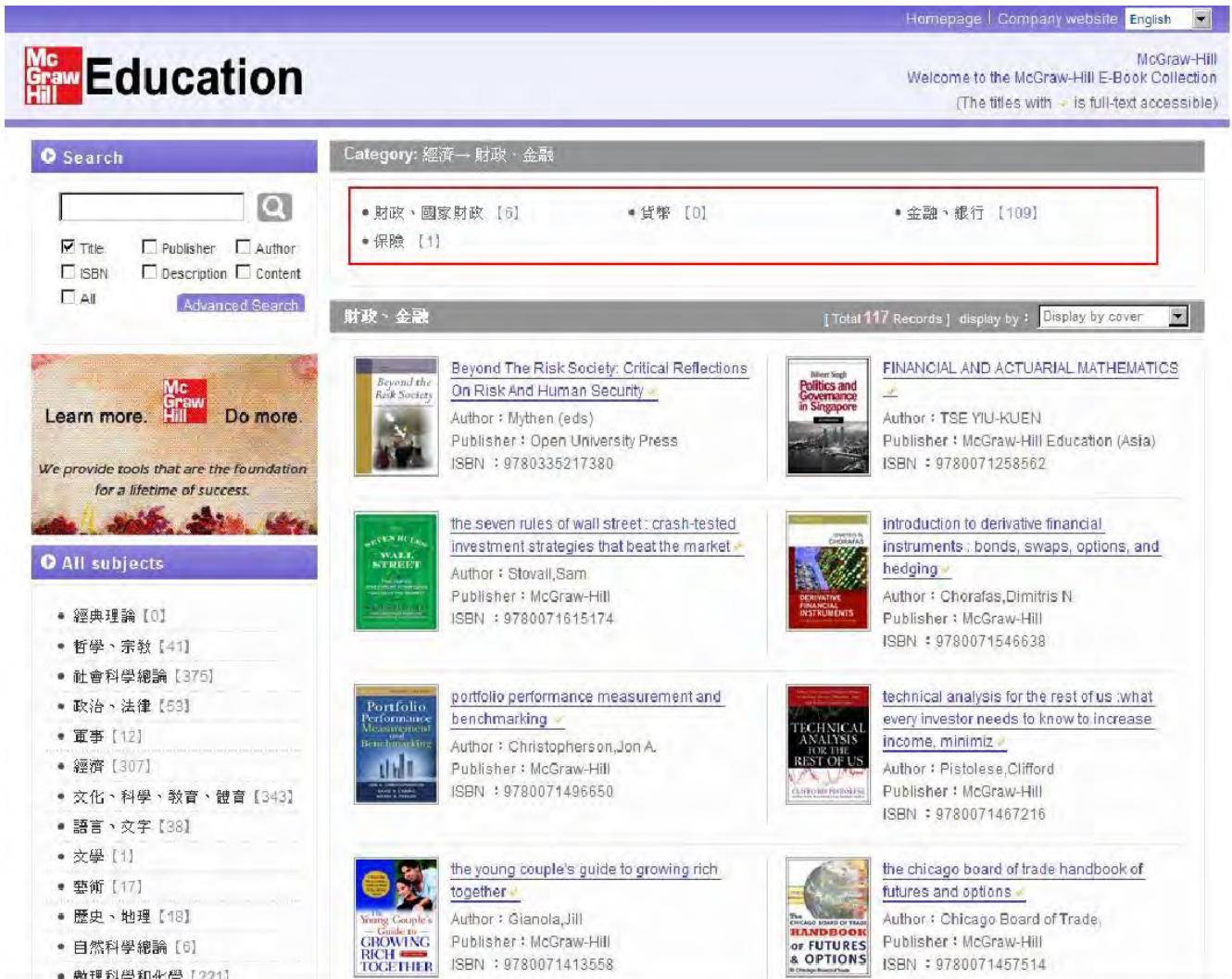
The 'Reset' and 'Search' buttons are visible at the bottom.

SUBJECTS NAVIGATING

This system provides subjects-navigating feature. There are 22 categories in the subjects, and every category shows the corresponding e-book volumes. For example, you can find the titles about finance in the “Economy” → “Finance”.

Please view the right illustration.

The system will show different sub-subjects to make the users choose after clicking “Finance”. Please view the blow illustration.



SEARCH RESULT

Title List

This system offers two ways to display the searching results, one is by “book data”, and another is by “cover”.

- Book Data : Show the numbers of records, title, author, publisher and publication date.

The screenshot shows the McGraw-Hill Education search results page. The search term is "business". The results are displayed in a table format. The table has four columns: Title, Author, Publisher, and Publication date. The results include books such as "the business coach", "business plans that work: a guide for small business", "Developing A Coaching Business", "Business Economics: A Contemporary Approach", "Six Sigma Business Scorecard", "manager's guide to business planning", "business math demystified", "business calculus demystified", "Six Sigma Business Scorecard", "Business Objects: The Complete Reference", "Build an eBay Business QuickSteps", "strategic business forecasting: a structured approach to shaping the future of your business", "perfect phrases for presenting business strategies", "opportunities in your own service business", and "Tips and Traps for Marketing Your Business".

Title	Author	Publisher	Publication date
the business coach	Sugars, Bradley J	McGraw-Hill	2005/01/01
business plans that work: a guide for small business	Timmons, Jeffrey A	McGraw-Hill	2008/01/01
Developing A Coaching Business	Rogers	Open University Press	
Business Economics: A Contemporary Approach	Earl	Open University Press	
Six Sigma Business Scorecard	Gupta, Praveen	McGraw-Hill	2007/01/01
manager's guide to business planning	Capezio, Peter J.	McGraw-Hill	2010/01/01
business math demystified	Bluman, Allan G.	McGraw-Hill	2006/01/01
business calculus demystified	Huettenmueller, Rhonda	McGraw-Hill	2005/01/01
Six Sigma Business Scorecard	Gupta	McGraw-Hill	2003/01/01
Business Objects: The Complete Reference	Howson	McGraw-Hill	2003/01/01
Build an eBay Business QuickSteps	Matthews	McGraw-Hill	2005/01/01
strategic business forecasting: a structured approach to shaping the future of your business	Ramo, Dr. Simon	McGraw-Hill	2009/01/01
perfect phrases for presenting business strategies	Debelak, Don	McGraw-Hill	2010/01/01
opportunities in your own service business	McKay, Robert	McGraw-Hill	2007/01/01
Tips and Traps for Marketing Your Business	Cooper,	McGraw-Hill	2008/01/01

- Cover : Show the e-book cover for the users.

The screenshot shows the McGraw-Hill Education search results page. The search term is "business". The results are displayed in a grid format, showing the book cover, title, author, publisher, and ISBN for each book. The results include books such as "The Business Coach", "business plans that work: a guide for small business", "Developing A Coaching Business", "Business Economics: A Contemporary Approach", "Six Sigma Business Scorecard", "manager's guide to business planning", "business math demystified", "business calculus demystified", "Six Sigma Business Scorecard", and "Business Objects: The Complete Reference".

Title	Author	Publisher	ISBN
The Business Coach	Author : Sugars, Bradley J	Publisher : McGraw-Hill	ISBN : 9780071466721
business plans that work: a guide for small business	Author : Timmons, Jeffrey A	Publisher : McGraw-Hill	ISBN : 9780071412872
Developing A Coaching Business	Author : Rogers	Publisher : Open University Press	ISBN : 9780335220496
Business Economics: A Contemporary Approach	Author : Earl	Publisher : Open University Press	ISBN : 9780077103927
Six Sigma Business Scorecard	Author : Gupta, Praveen	Publisher : McGraw-Hill	ISBN : 9780071735196
manager's guide to business planning	Author : Capezio, Peter J.	Publisher : McGraw-Hill	ISBN : 9780071828008
business math demystified	Author : Bluman, Allan G.	Publisher : McGraw-Hill	ISBN : 9780071464703
business calculus demystified	Author : Huettenmueller, Rhonda	Publisher : McGraw-Hill	ISBN : 9780071451574
Six Sigma Business Scorecard			
Business Objects: The Complete Reference			

The illustration about e-book detailed information

The e-book with the symbol of ✓ can be accessed to full-text in the search result. This system will open one new window to display the e-book detailed bibliographical information as the user click the title name.

McGraw-Hill Education
Welcome to the McGraw-Hill E-Book Collection
(The titles with ✓ is full-text accessible)

Search: business
[Total 54 Records] display by: Display by cover

the business coach ✓
Author : Sugars,Bradley J
Publisher : McGraw-Hill
ISBN : 9780071466721

business plans that work: a guide for small business ✓
Author : Timmons,Jeffrey A
Publisher : McGraw-Hill
ISBN : 9780071412872

Developing A Coaching Business ✓
Author : Rogers
Publisher : Open University Press
ISBN : 9780335220496

Six Sigma Business Scorecard ✓
Author : Gupta, Praveen
Publisher : McGraw-Hill
ISBN : 9780071735186

manager's guide to business planning ✓
Author : Capezio ,Peter J.
Publisher : McGraw-Hill
ISBN : 9780071628006

business math demystified ✓
Author : Bluman,Allan G.
Publisher : McGraw-Hill
ISBN : 9780071464703

business calculus demystified ✓
Author : Huettenmueller,Rhonda
Publisher : McGraw-Hill
ISBN : 9780071451574

Six Sigma Business Scorecard ✓
Author : Gupta
Publisher : McGraw-Hill
ISBN : 9780071417303

Business Objects : The Complete Reference ✓
Author : Howson
Publisher : McGraw-Hill
ISBN : 9780072226812

All subjects:
• 經典理論 [0]
• 哲學、宗教 [41]
• 社會科學總論 [375]
• 政治、法律 [53]
• 軍事 [12]
• 經濟 [307]
• 文化、科學、教育、體育 [343]
• 語言、文字 [30]
• 文學 [1]
• 藝術 [17]
• 歷史、地理 [10]
• 自然科學總論 [6]

Welcome to the McGraw-Hill E-Book Collection - Windows Internet Explorer
http://mcgraw-hill.libraryandbook.net/Find.aspx?Search=the%20business%20coach%20Bradley%20Sugars%209780071466721

Book information

the business coach
[Author] Sugars,Bradley J
[Publisher] McGraw-Hill
[ISBN] 9780071466721
[Publication date] 2005/01/01
[Subjects] 社會科學總論→管理學→管理組織學
[Page]
[Action] [Download](#) [Help](#)

Table of Content Description

[Table of Content]

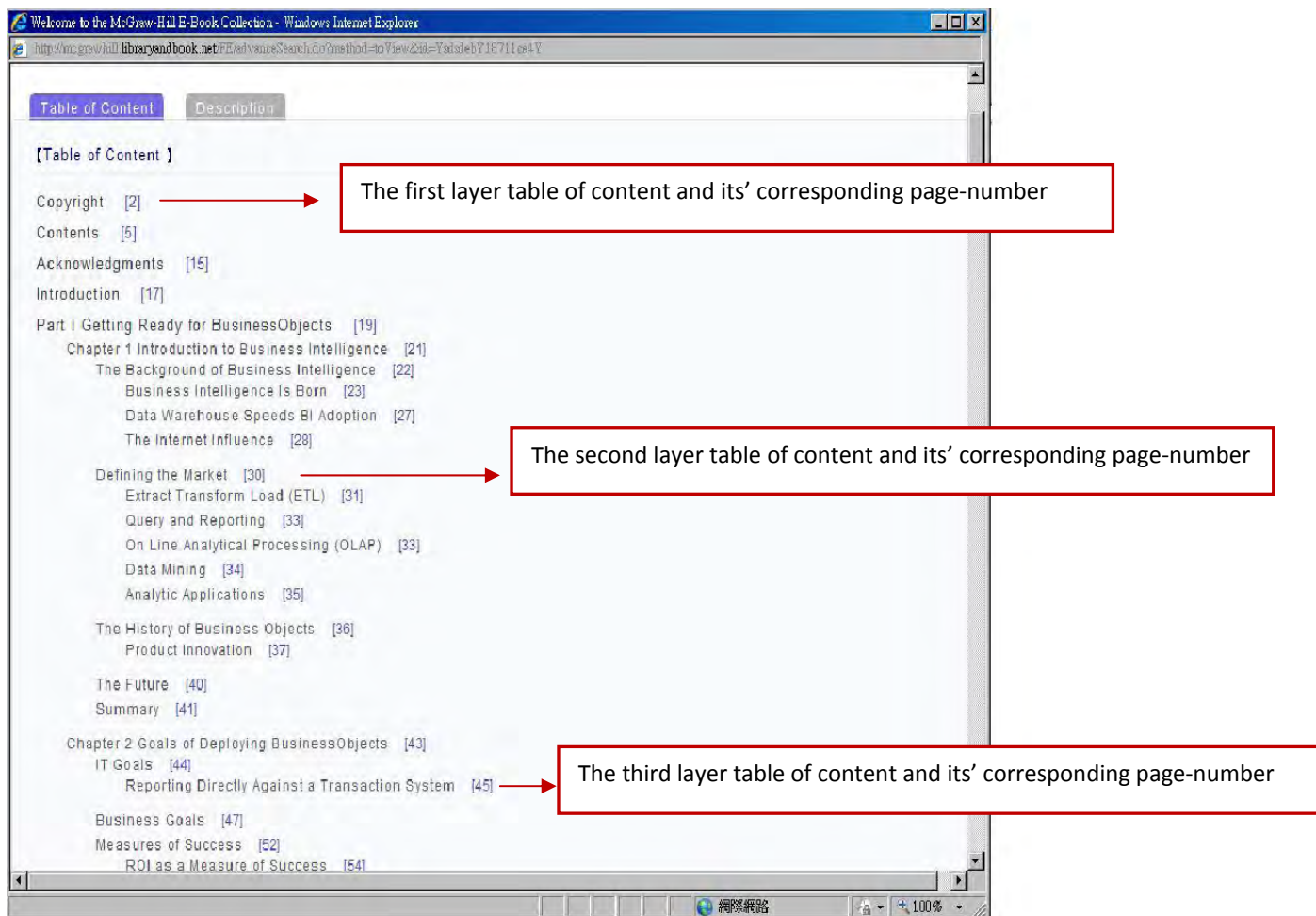
Copyright [4]
CONTENTS [7]
Introduction [9]
PART 1—Mastery [21]
PART 2—Niche [93]
PART 3—Leverage [141]
PART 4—Team [191]
PART 5—Synergy [225]
PART 6—Results [229]

- Two main parts of the detailed bibliographical information:

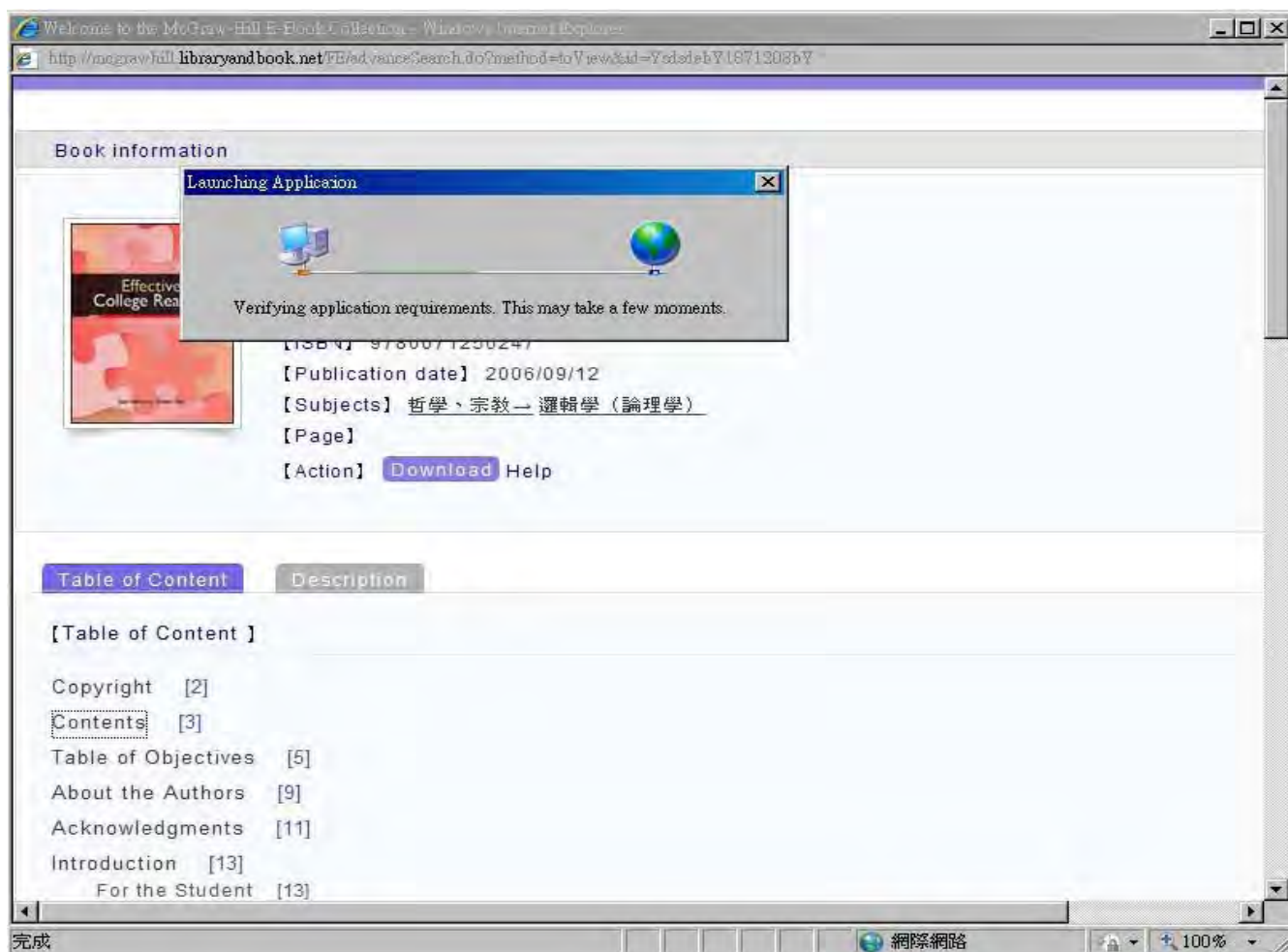
1. Copyright Information : Show the e-book cover, author publisher, publishing date, subject, pages and download information.



2. Table of Content and Description : Each e-book owns table of content layers, and the number of layers is under 3. There is one page-number for one index in order to make users easily click directly the chapter connecting reader to view the content they want. Please see the blow illustration.



Click the download icon or the chapters, and then this system will connect e-book reader. Please see the blow illustration.

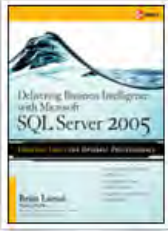


If one title without mark, then this system will show a window message about “You are not authorized to view this e-book”.



SMART READER FOR E-BOOK

While the users are on the detailed book information page and click **Help**, and then this system will start to check your computer system requirements. From Help table, you can confirm if your computer meets the system requirements of e-books, otherwise you also can directly click to choose installation.



Delivering Business Intelligence with Microsoft SQL Server 2005

【Author】 Larson
 【Publisher】 McGraw-Hill
 【ISBN】 9780072260908
 【Publication date】 2006/01/01
 【Subjects】 社會科學總論→管理學
 【Page】
 【Action】 [Download](#) [Help](#)

Table of Content

Description

[Table of Content]

Copyright [2]
 Contents [5]
 Acknowledgments [13]
 PART I Business Intelligence [15]
 CHAPTER 1 Equipping the Organization for Effective Decision Making [18]
 Who Is a Decision Maker? [18]
 What Is an Effective Decision? [19]
 Keys to Effective Decision Making [20]
 Are We Going Hither or Yon? [21]
 Is Your Map Upside-Down? [22]
 Panicked Gossip, the Crow's Nest, Business Intelligence [25]
 Business Intelligence and Microsoft
 CHAPTER 2 Making the Most of What You
 What Business Intelligence Can Do For When We Know What We Are Looking For
 Discovering New Questions and Their Answers [29]
 Business Intelligence at Many Levels [30]
 The Top of the Pyramid [31]
 Mid-Level [32]
 The Broad Base [33]

System requirement	Check Result
Windows XP SP2 or above	Please check Windows version
IE 5.5 and above (7.0 is recommended)	MSIE 8.0
Window Installer 3.1 or above	Install Window Installer 3.1
.NET Framework 2.0 (included with version 3.5 or 3.0)	.NET CLR 2.0.50727
MS XML Parser 4.0 and above (6.0 is recommended)	Mxm12.DOMDocument 6.0
Basic Authentication Proxy Plug-In (need Admin)	Install SMART Proxy Plug-In Need to uninstall SmartReader

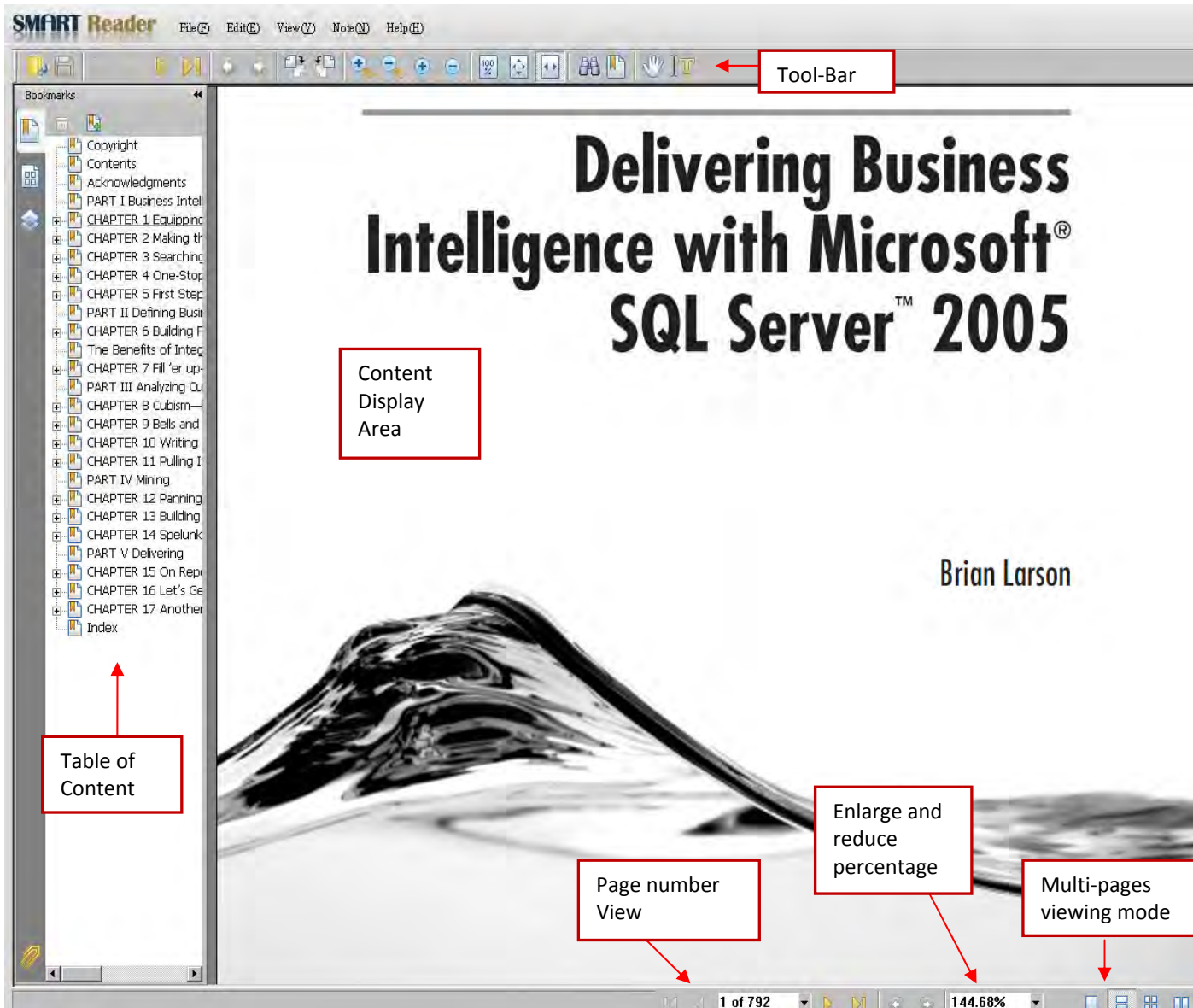
While the users are on the detailed book information page and click [Download](#), and then this system will start to install and connect with SMART READER e-book reader.



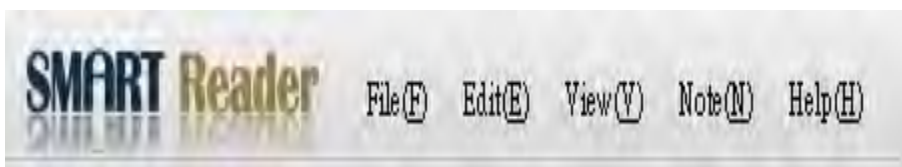
Delivering Business Intelligence with Microsoft SQL Server 2005

【Author】 Larson
 【Publisher】 McGraw-Hill
 【ISBN】 9780072260908
 【Publication date】 2006/01/01
 【Subjects】 社會科學總論→管理學
 【Page】
 【Action】 [Download](#) [Help](#)

INSTRUCTION TO THE FUNCTIONS OF SMART READER

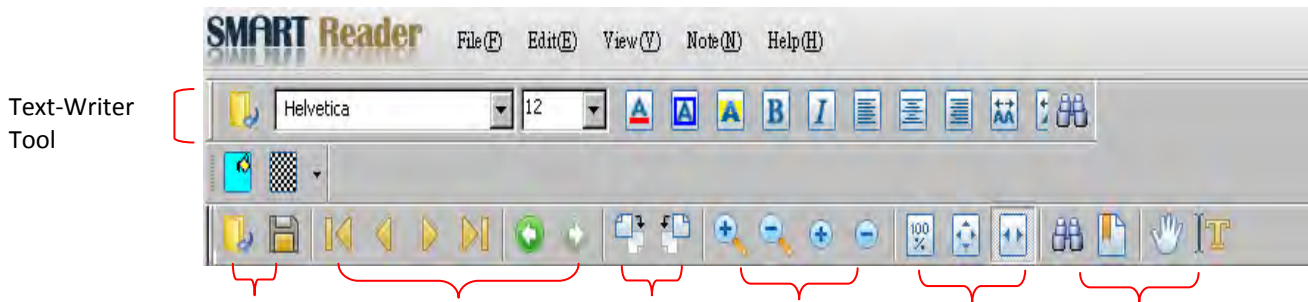


FUNCTIONS BAR



- File (F) : basic operations, such as close file and save not.
- Edit (E) : Find.
- View (V) : includes display functions, such as enlarge and reduce, full-screen. Besides, tool-bar is also in this function list.
- Note (N) : includes type writer tool, highlight tool, and some note-taking tools applied to e-books content.
- Help (H) : about smart reader and its' copyright.

TOOL-BAR



Open another e-book

Up/down page view and return to the last level

Page-rotation angle

Partial enlarge /reduce viewing percent -age

Viewing percentage:

1. 100%
2. Return to system default mode
3. Whole page mode

1. Find e-book content

2. Close bookmark
3. Manual moving the pages
4. Open text-writer function

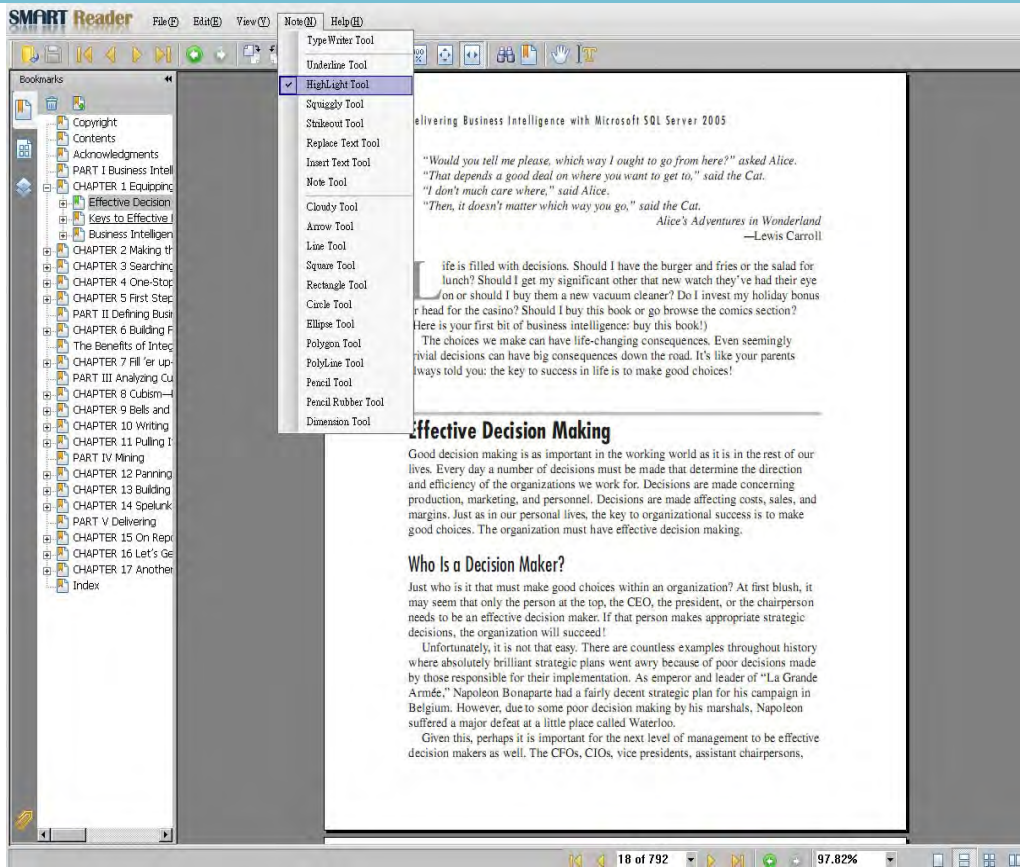
Illustration to the important functions of tool-bar

Text-Writer & Note Tools

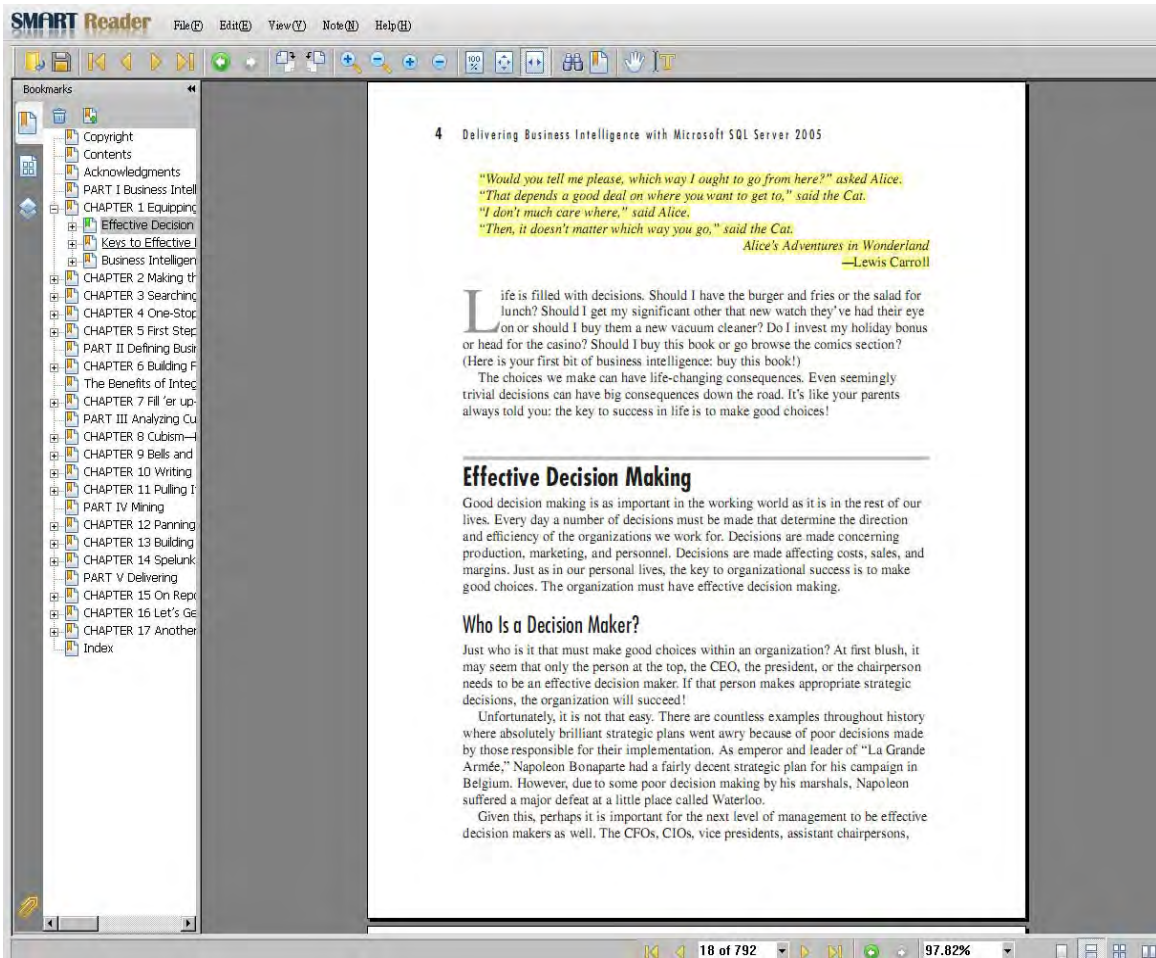
Smart Reader particularly develops text note tools and different mark functions in order to make the users to maintain the habits to read paper-made book.

For Example :

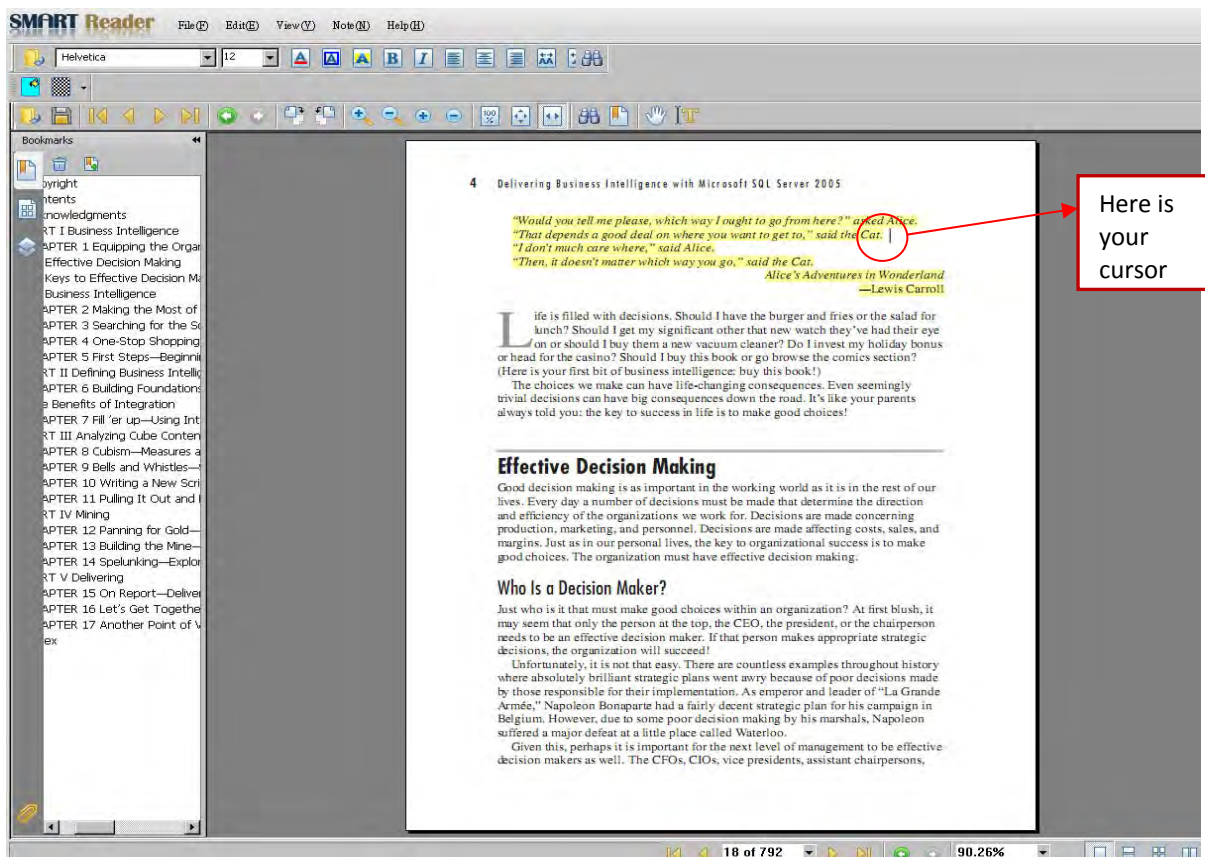
1. Open one e-book.
2. When you read one certain page, and want to take note. You can click the underline tool, highlight tool and more ones in the Note drop-down menu.



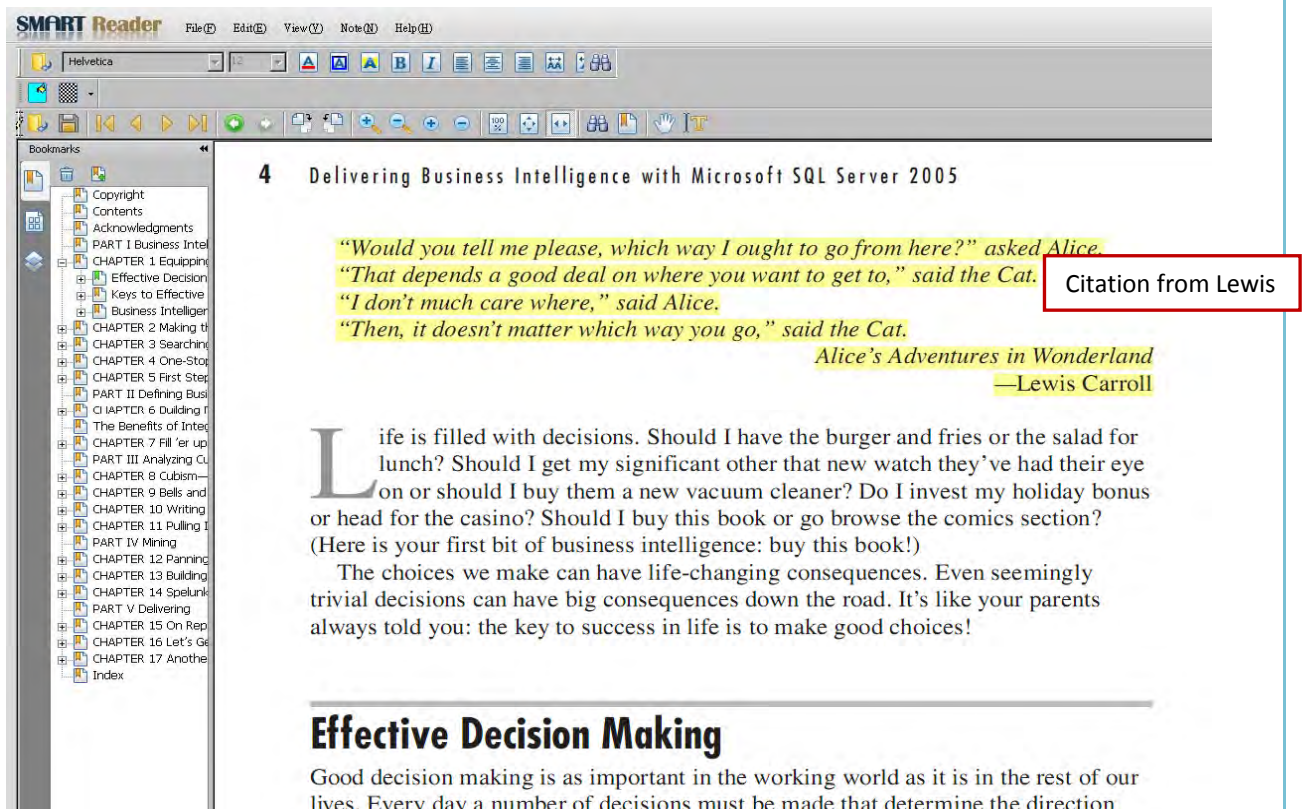
- For Example, you can click the highlight tool and draw the sentences that you want to mark. And then the targeted sentences will show highlight effect. Please view the below illustration.



4. Note-Taking Functions : Click the **Text-Writer Tool** in the **Note** drop-down menu, and move the cursor to the space point where you want to take note.



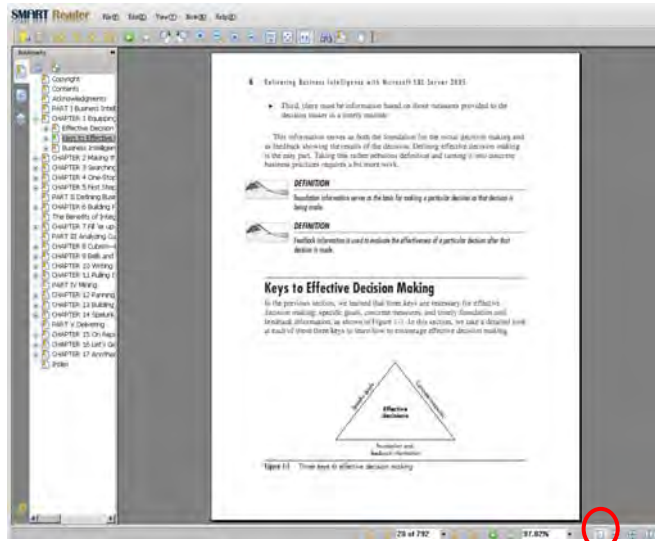
Key the words in your notes, and click **save file** to save your notes and marks in order to open and continue to use the e-book for the next reading.



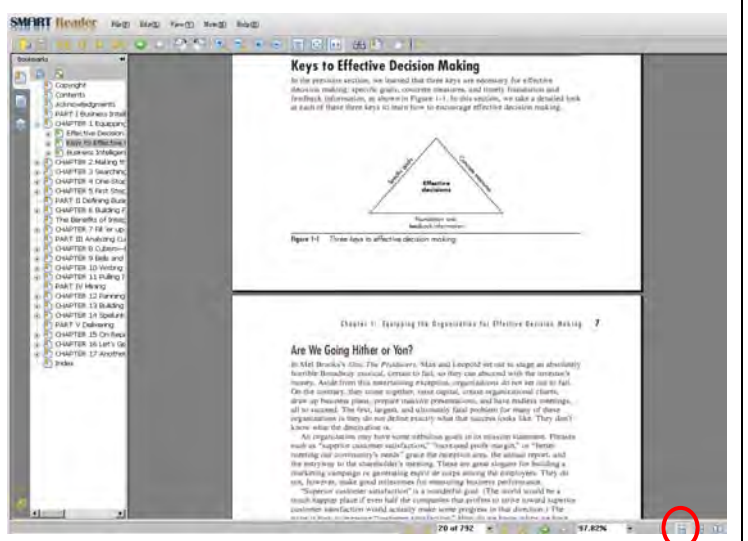
MULTI-PAGES VIEWING TOOL

Rapid viewing tool is located on the right-bottom of this reader, and its functions as below illustration.

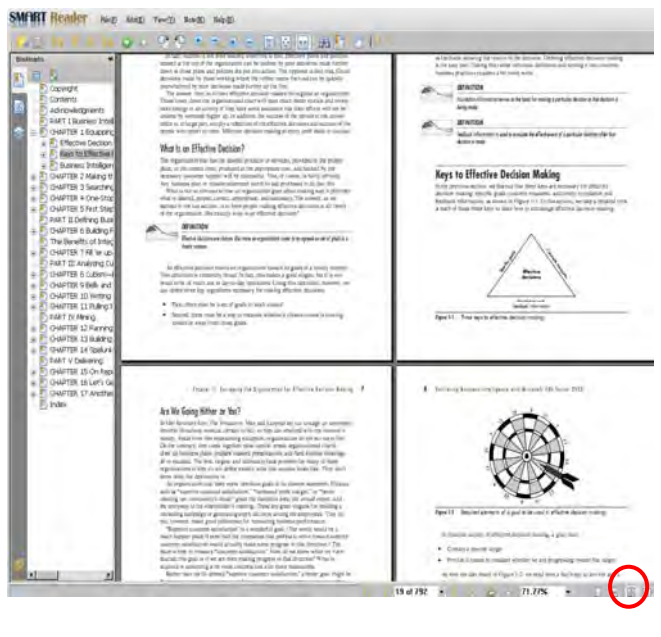
Single Page



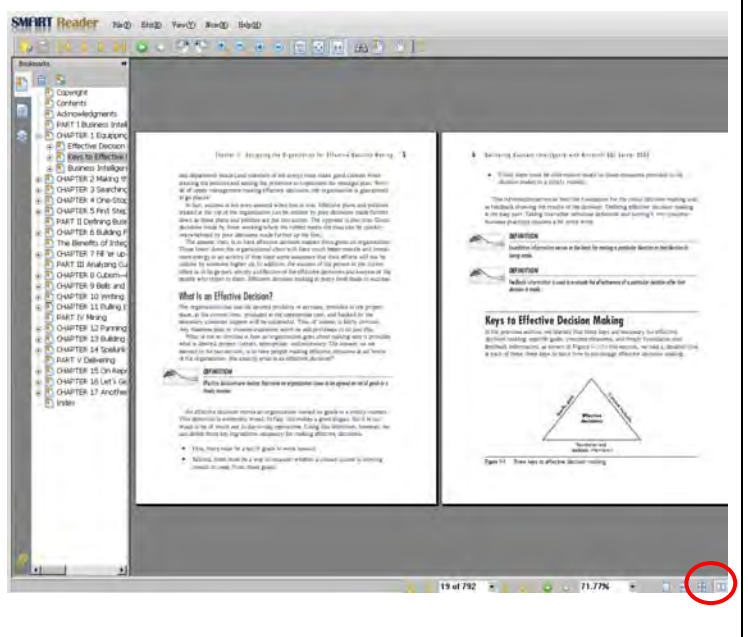
Up & down Pages

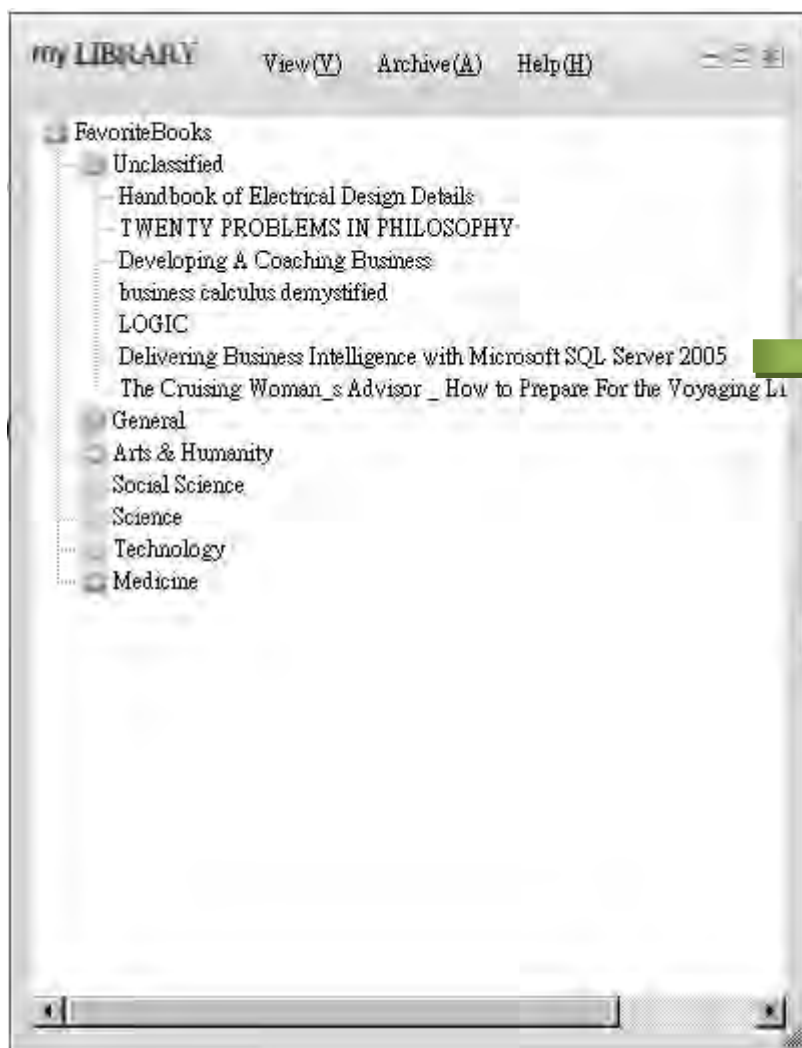


Four Pages



Two Pages Abreast





1. My Library is the individual library service for each user' local server.
2. This system will save the e-books that user has read, and keep track of the whole reading process.
3. Every user can manage the e-books and subjects classification according to his/her favorite reading habit.
4. To know the downloading progress of each e-book.

SYSTEM REQUIREMENTS

Windows Operation System

- Microsoft Windows XP (Home or Professional), 2000 Professional, 2003 Professional
- Minimum 64 MB of RAM is advised; 128 MB of RAM is preferred
- Internet is accessible
- Version of Browser
 - Microsoft Internet Explorer 7.0 and above
 - Netscape Communicator 4.77 or 7.x
 - Firefox 1.0.4 and above
 - Mozilla 1.7 and above

CONTACT US

AsiaWorld Technology Company

URL: <http://www.libraryandbook.net>

Headquarter TEL: (02) 8226-3132 FAX: (02) 8226-3172

Taichung Office TEL: (04) 2237-2123 FAX:(04) 2237-0908

Kaohsiung Office TEL: (07)333-7702 FAX: (07) 333-9348