INSTITUT D'ENSEIGNEMENT SUPÉRIEUR DE RUHENGERI

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DIGITAL LIBRARY (SCHOLARVOX) USER GUIDE

Scholarvox international is the first pluridisciplinary community driven digital library dedicated to schools which help users to access books, articles and journals whereby a user can access more than 80 thousands documents wherever she/he is with internet. It is found on the address https://international.scholarvox.com/

STEPS TO ACCESS SCHOLARVOX

STEP #1: GETTING SCHOLARVOX MAIN INTERFACE

So far there are two ways to access scholarvox international, a user can access it directly through https://international.scholarvox.com/ or via INES website www.ines.ac.rw

1st WAY

Open your browser for example Google Chrome and type in your browser https://international.scholarvox.com/ and then press Enter

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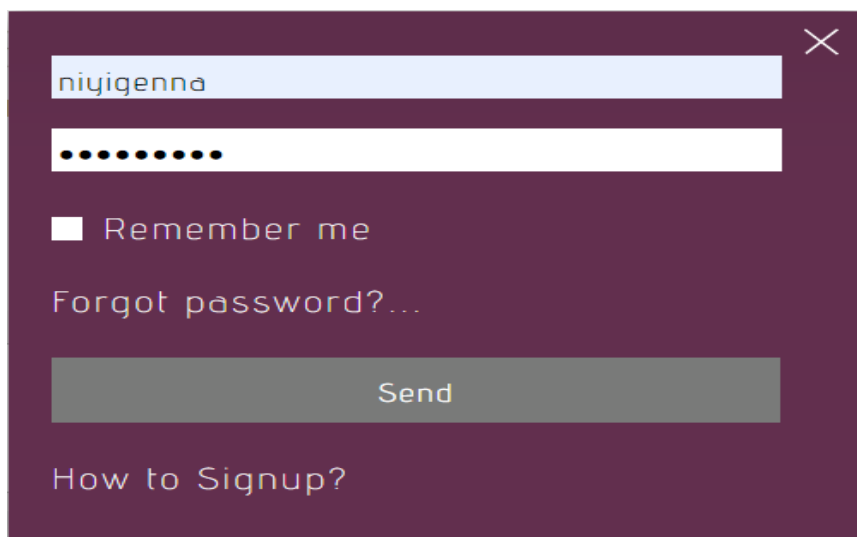
 2ⁿᵈ WAY

Open your browser and put INES website www.ines.ac.rw and click on Digital library

STEP #2: LOGIN ON THE LIBRARY

After getting scholarvox interface, look on the up right corner and click on **signin** to put username and password. For example username: niyigena and password: &&&&&&&&& then click **Send**. If no account user contact librarians for help.

STEP #3: GETTING START WITH SCHOLARVOX

The man interface of scholarvox looks like the bellow picture, on the upright corner there are **Logout, Search and Menu.**
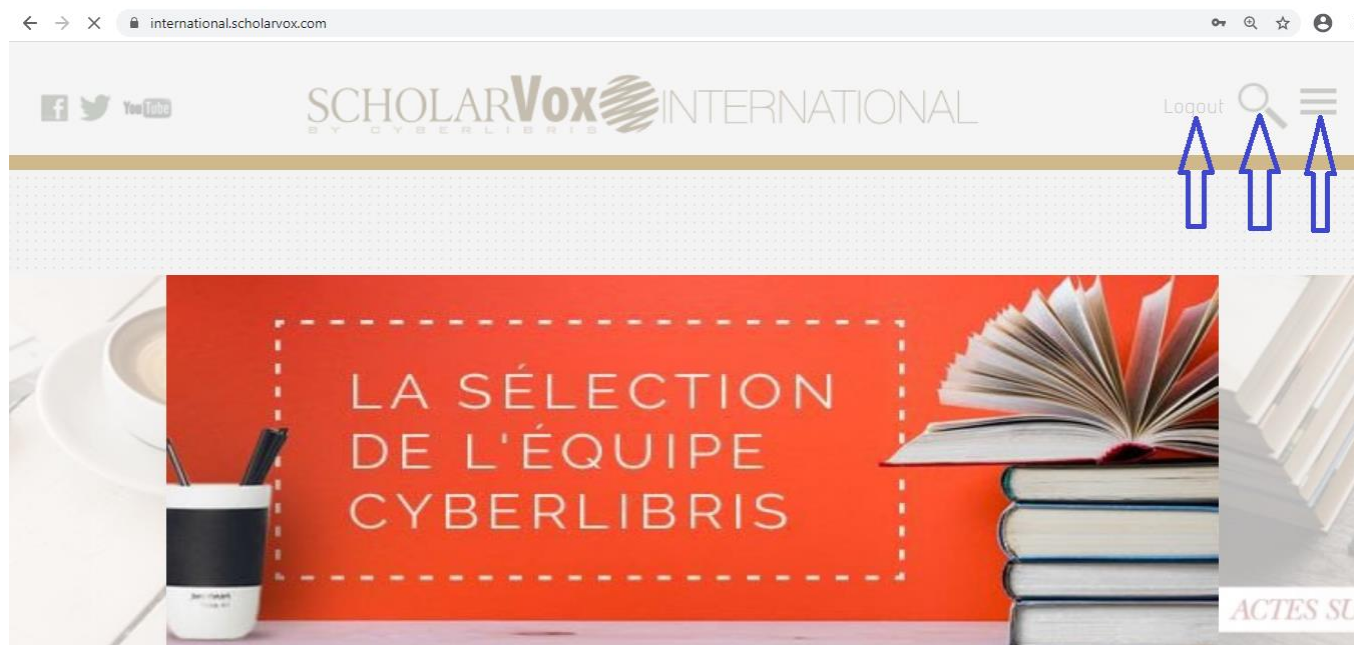
STEP #4: SEARCHING IN SCHOLARVOX

First way to get book on scholarvox is to make search, a user Click on **Search** and select type of what is searching either Book, Full title, Text, Author or Publisher

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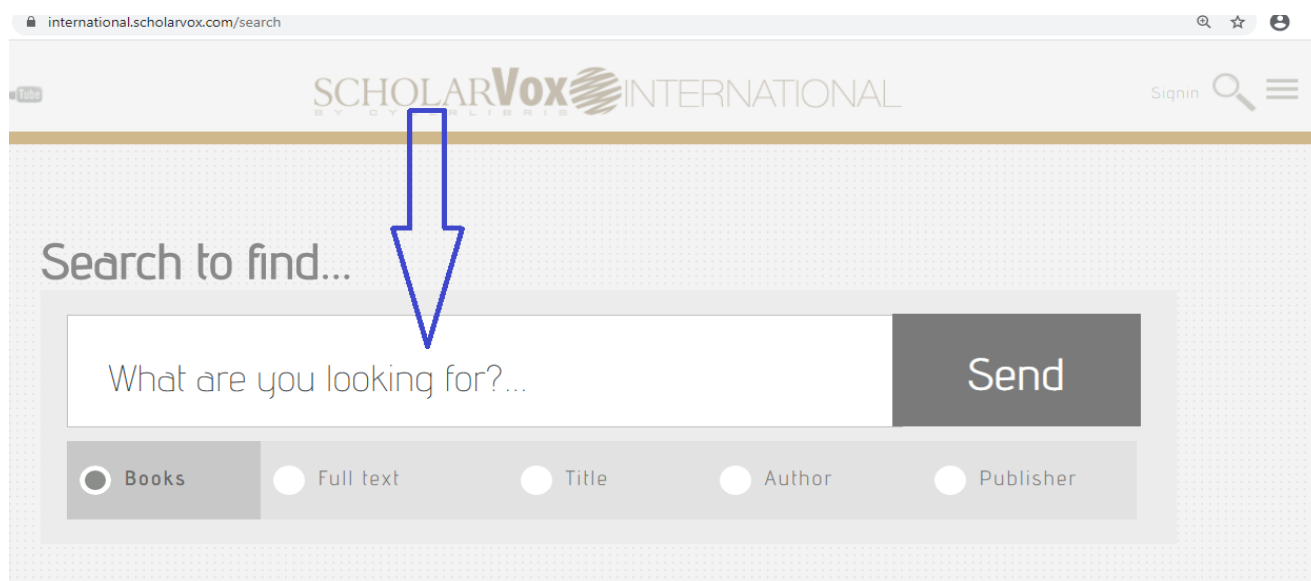
A search made can be saved so that next time user will not need to search again. The search can be saved as search or as new folder.

STEP #5: READING BOOK

Once a search have made, a user use these tools near the book for using a book; he/she can click on open book sign for reading a book, i sign for book details, Next sign for viewing table of content and last sign for shelving a book in particular book shelve.

Once the book is open, user can search within book, consult its table of content, print some pages, notes something or bookmarks using the tools located on upright corner. On up left corner there are tools for zoom in, zoom out, fit width and fit height.
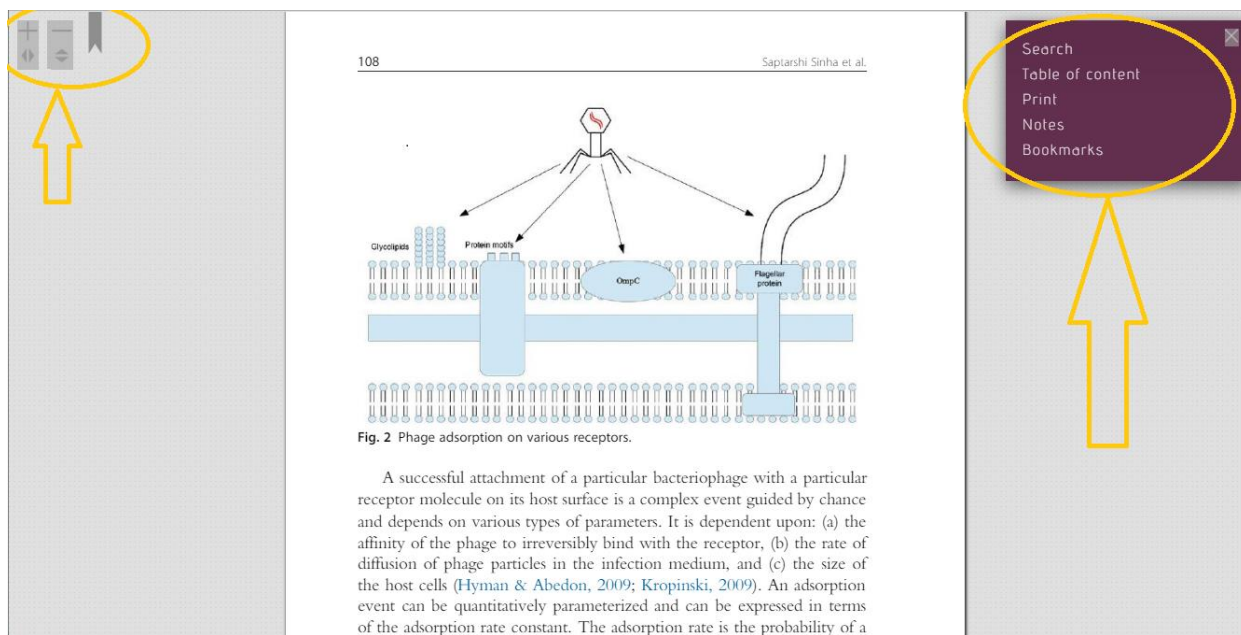
STEP# 6: SEARCHING A MEMBER

Searching a member is very important on scholarvox, it enable user to access folders of another user. A user goes on searching area and select member then type the name of the member he/she is searching for.
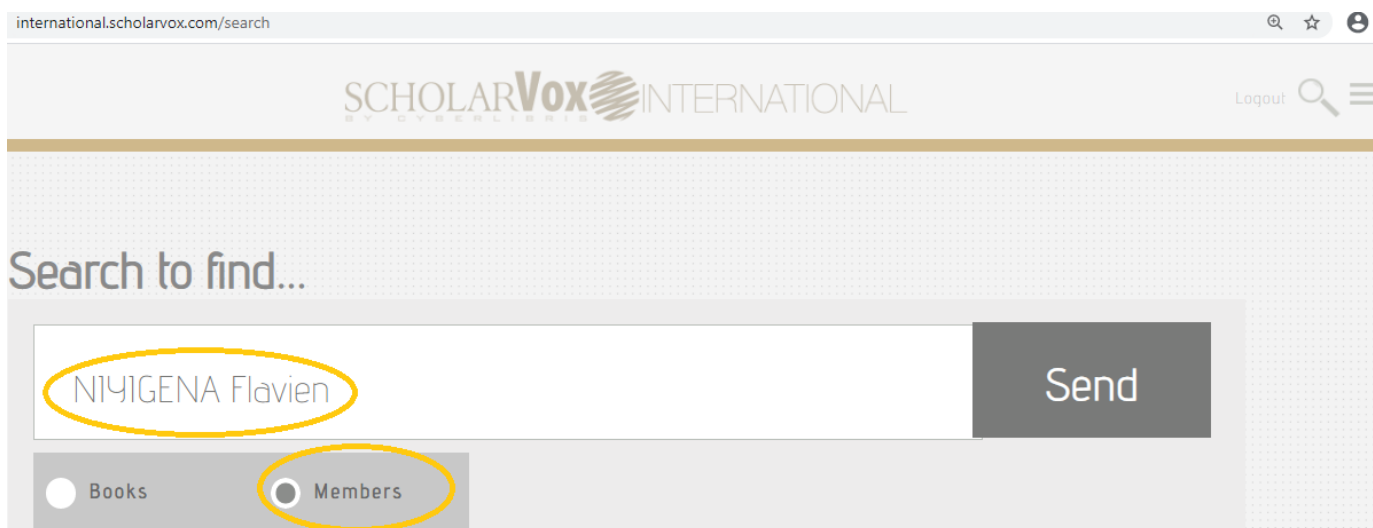
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The system searches and gives to the user the profile and courses/ folders he/she has. To access them the user click on **+ sign** located under the number of courses/folders.
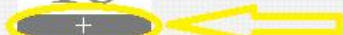
STEP #7: SEACH USING SMART COURSESHELF

Smart course shelf is another relevant way to look for a book, a user goes down to the platform and click on **smart course shelf** to enter in book store. It is where all books stored on the system, on the right side there different domains where user click on the domain he/she wants and gets many folders of books. To access them, user click on **+sign** located under each folder.

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The library has also **Faculty play list** to show books used by others institutions, **New books** to show new books on the library, **Catalog** to show all types of books are there, **Tutorial** to help user how to use this library, **Last read books** to show the last read books, **Last comments** to show some comments of the users on the book, **Online users** to show active user at the moment.
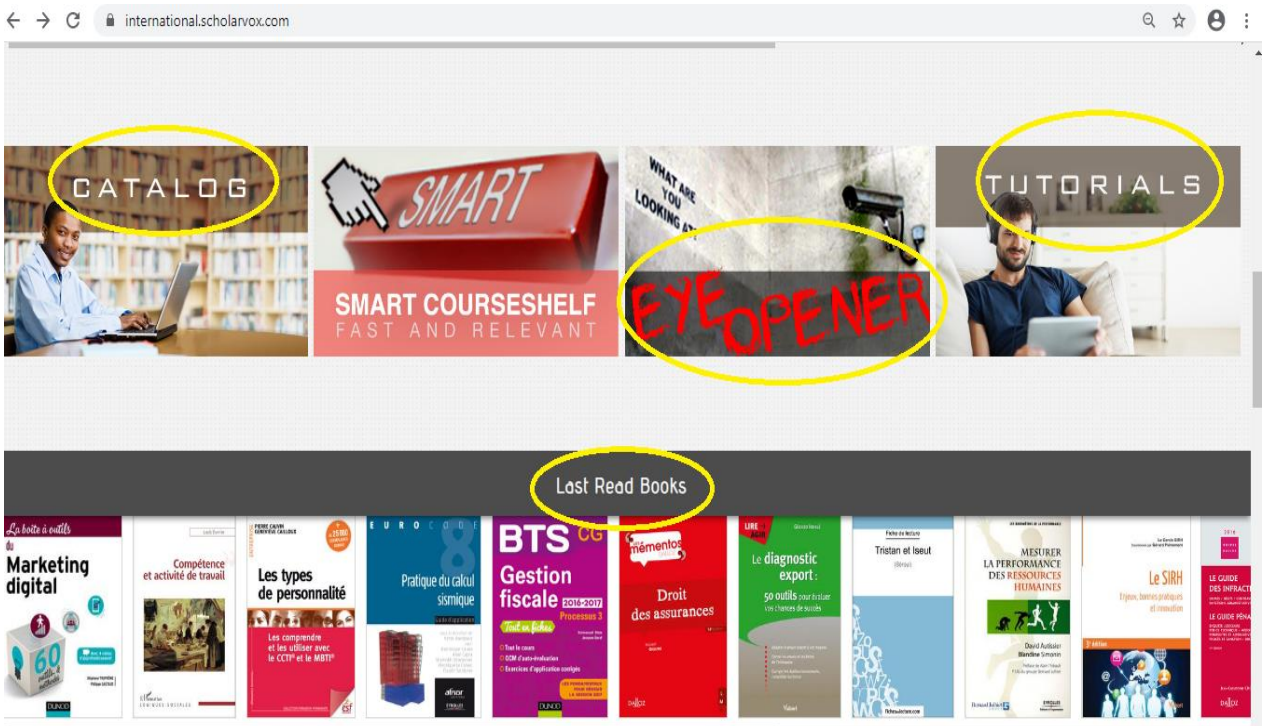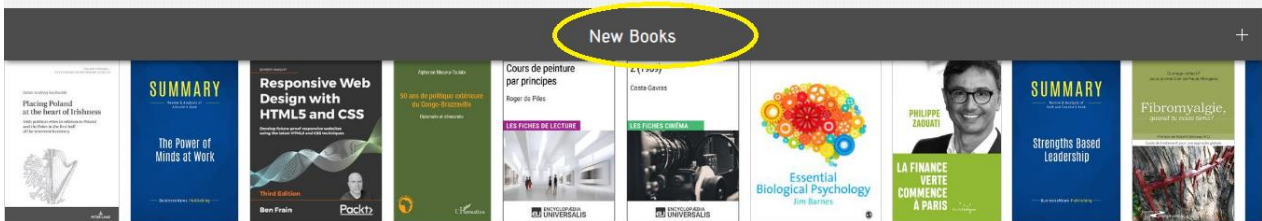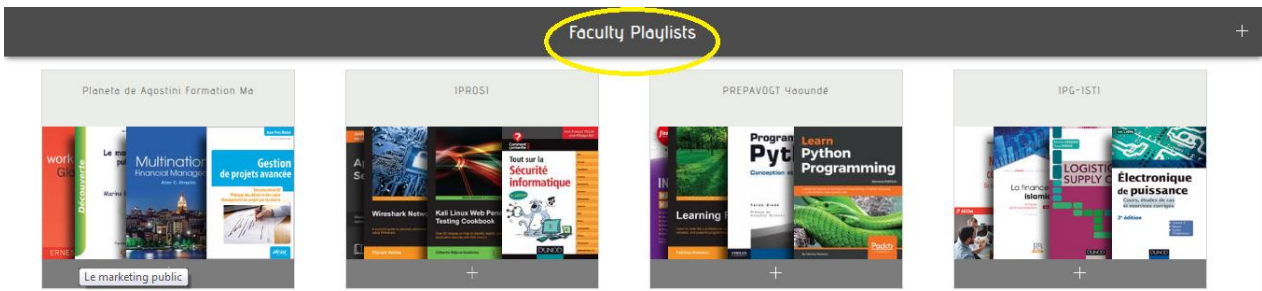
CONTACTS FOR HELP

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