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**How To Search And Retrieve Resources On ProQuest** 

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### Introduction:

This user guide will give you a step-by-step instruction on how to access and retrieve electronic books from PROQUEST( e-book database) through the Pan Africa Christian University library website

### Step 1:

Go to the browser and type <u>https://pacuniversity.ac.ke</u> to access PAC University Website





# Click on library tab on the right side of the screen to go to the library website



#### Step 3:

### Click on off-campus access at the top of the page to access the e-resources databases page via the university's proxy server.

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### Step 4:

Log in when prompted using your university student email address without the domain name (@students.pacuniversity.ac.ke) and your student email password in the password space.







PAN AFRICA CHRISTIAN UNIVERSITY

Welcome to PAC University Library Portal!

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Login

#### After login in, the e-resources database page will appear



### PAN AFRICA CHRISTIAN UNIVERSITY



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# **STEP 5:** Click on ProQuest from the databases list (second on the list).







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### **Step 6:** In the search bar on the ProQuest page, enter your search term (s), which can be subject, title, or author, and click "**search**."



### This will lead you to a search results page

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### Step 6B:

You can narrow down your search by clicking on and selecting the preferred search criteria such as the book status, year, subject area, language and author on the right side of the screen. After this, go back to your search tab and click enter.



### Step 7:

#### From the results, check on bibliographic details of the search results to find the exact book or the most relevant

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### Step 8:

Click on the book title. This will open the official page of the book where you can perform different activities as guided in the next slides

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