How-To Guide

Find and Request Books
There are two ways to find books: Search (Standard and Advanced) and Browse.

Search

1) Enter a search term in the Search Text Box located at the top of every page. This searches all text, including the title, author and contents of every book in the library.

Advanced Search

2) For a narrower search, select “Advanced Search” next to the Browse link.

3) You can search specifically by title, author, ISBN, publisher, images, or you can enter specific phrases in the “full text” field.
4) You can also further filter by category.

---

Filter By Category (selecting none searches all)

- Animals
- Art and Architecture
- Biographies and Memoirs
- Business and Finance
- Children's Books
- Communication
- Computers and Internet
- Cooking, Food and Wine
- Disability-Related
- Drama, Plays and Theater
- Earth Sciences
- Education
- Entertainment
- Foreign Language Study
- Gay, Lesbian, Bisexual and Transgender
- Health, Mind and Body
- Travel
- Westerns
- History
- Home and Garden
- Horror
- Humor
- Language Arts
- Law, Legal Issues and Ethics
- Literature and Fiction
- Mathematics and Statistics
- Medicine
- Military
- Music
- Mystery and Thrillers
- Nonfiction
- Outdoors and Nature
- Parenting and Family
- Philosophy
- Poetry
- Politics and Government
- Psychology
- Reference
- Religion and Spirituality
- Romance
- Science
- Science Fiction and Fantasy
- Self-Help
- Social Studies
- Sociology
- Sports
- Study Guides
- Technology
- Teens
- Textbooks

---

Browse

1) Select the "Browse" link under the Search Text Box located at top of every page to find a list of Popular Collections curated by Bookshare.
You can request to have books added to the Bookshare collection.

1) On the Help Center page, select the “Request a Book” link.

2) Select the “Book Request Form” link.

Request a book

You will need to be logged into your Bookshare account and be a member from the U.S.

We appreciate when you search the collection before making a request. If you're new to searching the collection, we have tips that can help. Note that Bookshare may have alternate editions available in our library. We highly recommend using these alternate editions if possible as they are immediately available.

If the book you need is not in the collection, fill out a book request form. Title and/or ISBN are required; it is helpful if you have author, publisher and copyright year as well. If we need additional information to fulfill your request, we'll contact you promptly.

We encourage students and educators to place requests as early as possible for upcoming school terms. Your request will go through many stages to be converted into an accessible format, and we cannot guarantee a specific turnaround time.

Topics:
Find Books
Requesting Books
Hot Topic
3) Provide as much information as possible. The ISBN is particularly helpful.

4) The Bookshare team will reply to your email within three business days with the status of your request. You can also track the status on your “My Bookshare” page by selecting the “My Requests” link.