

Early English Books Online 1475-1700 (EEBO)

What is it?

- An online version of more than **125,000 early printed books**, forming a vast library of primary research material which was previously only available in major libraries scattered all over the world.
- [Access EEBO here.](#)

Why should I use it?

- With it you can see the **original editions** of your course texts, and other publications of the time, as their first readers saw them. You can search citations by keyword and subject, and download and print the page images from your own computer.

Starting

- You will need your **OU Computer Username** and password to access this database.
- The works in this collection are presented as **images**, which may be downloaded in PDF format for viewing off-line with [Adobe Acrobat software](#). You can download Adobe Acrobat free of charge if you do not have it on your computer.

Basic search

- Click on **Search** on the home page to start.
- Use the **Basic Search** form for simple author, title or subject searches.
- Choose a **field** to search within. The **Keyword search** looks for your search terms in all database fields, but you may opt to search more specifically within the **Author, Title** or **Subject** fields.
- Use an asterisk (*) to truncate the end of a word to find variations and plurals. This is useful if a word may be spelt in various different ways, for example, **surg*** will find **surgeon, surgion, surgian**.
- Early English spellings can vary a lot. Put a tick in the box at the top of the screen to include **typographical variants** in your search. Another option is to use the '**select from a list**' option to browse the database indexes, and search on all spelling variations. To select more than one index term for your search, hold the control key down whilst clicking the mouse on the terms you want. Then click on OK to search.

- Combine terms within a field by using **AND, OR, NOT** to narrow or widen your search.
- Proximity searching using the operators **NEAR** and **FBY** e.g. **Cromwell near.10 Wales** will find all instances of Cromwell within 10 words of Wales.

Advanced search

- The **Advanced search** gives you more options to build and limit your search. For example, you can search within different types of documents, for different types of illustration, or to locate documents held in different libraries. You can **narrow your search** down by language or country of origin.
- Many of the works are held as **images** rather than electronic texts, but it is possible to search within a growing number of texts themselves, using the '**Full text keywords**' search. You can limit your search to items with keyed full text.
- To specify **language** or **document type**, use Advanced Search and make your selections using the '**language**' or '**limit full text keyword(s) within**' boxes.

Key to icons (left of the results)

- Click on the **camera image** to see the page image.
- Click on the **text card image** to see the citation.
- Some records also have a **pen nib image**, which allows you just to look at illustrations.
- Where the **full text** has been keyed in, and is therefore searchable, this is shown by an **image of a printed page**.

Manipulating images

- You can **adjust the image size** by clicking into the box on the left of the screen, headed '**Adjust image size**' and choosing a larger or smaller size.
- Move to the next page image by clicking on the words '**next image**'.
- You can also **jump** to a certain page image by entering the page image number in the box above the arrow buttons, and clicking on the '**Go**' button.
- Click on '**Adjust view and print**' to choose what size you want the image to print out. This will also allow you to zoom in on any especially interesting parts of the page.

Creating a marked list

- The **marked list** is where you collect documents to download, e-mail or print later.
- You can mark a document by **clicking in the box** at the top of your document. Unmark it in the same way.
- You can mark all items on a page using '**click here to add all records on this page**'.
- You can mark an item from your results list, or you can mark individual pages or all pages while you are displaying the work online.
- Then select '**Marked List**' at the top of the screen to display only those marked results.

Printing

- You may **print the document image** using the print functionality in your browser. However, for optimum print quality, we recommend that you display or download the image in PDF format before printing.

Emailing

- On your marked list screen, there is also the option to **email your results**, with or without an accompanying note.

Downloading

- To print or download an image so that you can save it for future reference, you must first add it to your **Marked List**.
- Clicking '**Download Records**' on the main marked list page will allow you to download the records in text format or export them to RefWorks, EndNote, ProCite, or Reference Manager.
- Otherwise, select '**Download document image sets in PDF format**' for more choices. Use the **radio buttons** to select whether you wish to download the entire record, a particular page, or a particular range of pages. If you wish to download a page or range of pages, enter **the page number(s)** that you desire in the appropriate box. Please be sure to request the correct page image number. The page image number will not be identical to the page number from the original work. When you have entered your selections, click on the Download button to download your selections.
- Note that some image files are large and take up a great deal of memory, consequently on some computers may be slow to download. It may help to download a document in smaller chunks.

Copyright

- Page images can only be used for private study, teaching or research.
- For any other use you must contact Early English Books Online.

Other hints

- If in trouble, always refer to the online Help provided by the database itself.