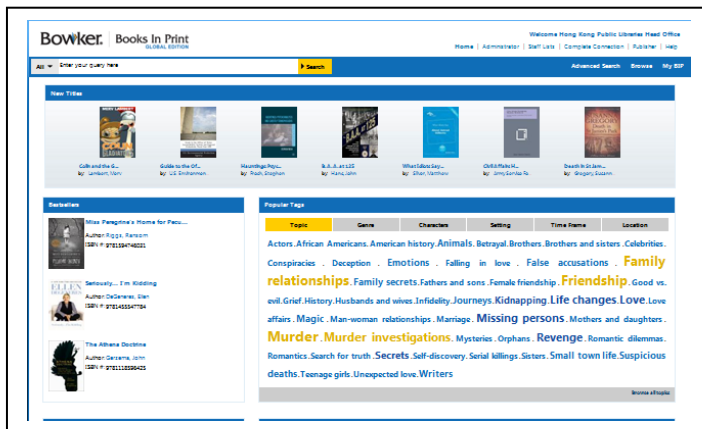


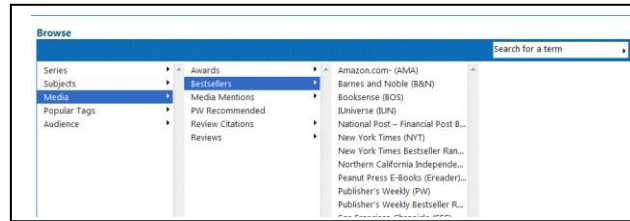
Global Books In Print

Global Books In Print is an online database that contains bibliographic descriptions and ordering information for over 20 millions of records. The records contain in-print, out-of-print and forthcoming titles. These titles include books, e-books, audio books and videos. The database also contains valuable added content such as professional reviews, tables of contents, previews of full-text, cover images, author biographies, awards information, summaries and annotations.

Global Books In Print 線上資料庫收錄二千多萬項書目說明和訂購資料，涵蓋現存版、絕版和即將出版的書目，當中包括印刷書籍、電子書、有聲書和視像資料。此資料庫還包含其他有用的資料，例如專業書評、目錄、全文預覽、封面圖像、作者簡介、獲獎書籍資訊、摘要和註釋。

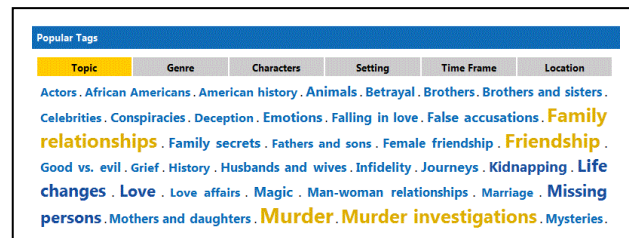


Browse



1. Click the **Browse** link at the top of the screen.
2. Select a category, i.e. **Series**, **Subjects**, **Media**, **Popular Tags** or **Audience**.
3. Double click your selection and the relevant result list is displayed.

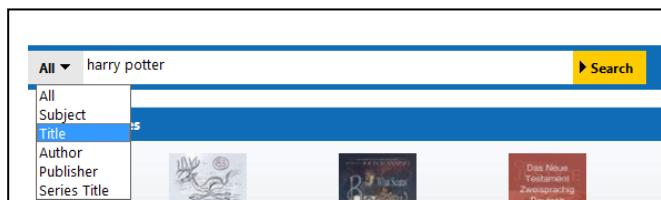
Popular Tags



1. Select a category under the **Popular Tags**, i.e. **Topic**, **Genre**, **Characters**, **Setting**, **Time Frame** or **Location**.
2. Select a suggested term from the list and the relevant title list is displayed.

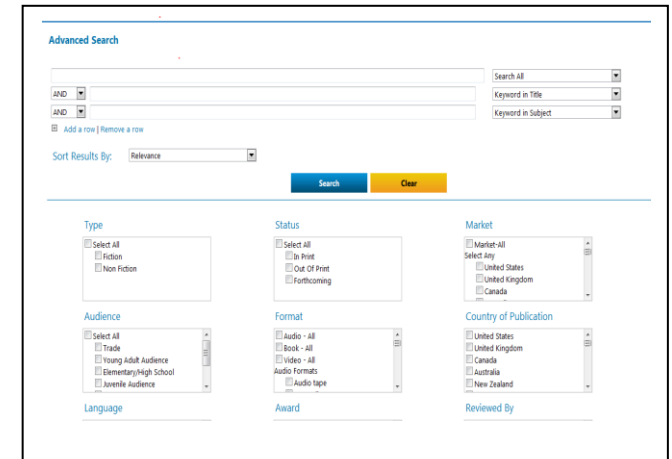
Searching

Basic Search



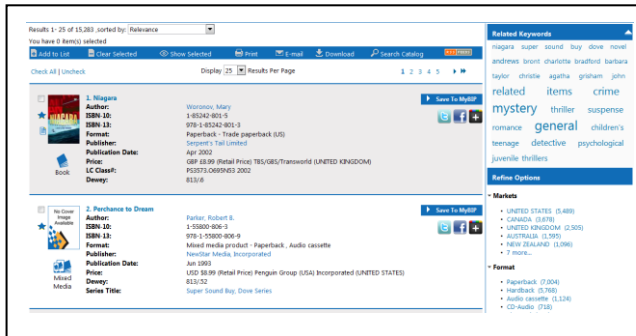
1. Select the search field from the optional drop-down list.
2. Enter your search terms in the **search** field.
3. Click the **Search** button and the result list is displayed.

Advanced Search



1. Click the **Advanced Search** link at the right top side.
2. Enter your search terms in the **Search** field.
3. Select the search field from the optional **Select a Field** drop-down list.
4. Enter additional search terms in the rest of **Search** fields.
5. Select Boolean operators (AND, OR, NOT) to combine the **Search** field entries.
6. Check and select from other **Search Options** to apply limiters if appropriate. Search Options include: Type, Format, Status, Audience, Language, Country of Publication, Awards and Age Range, etc.
7. Click the **Search** button and the result list is displayed.

Viewing Search Results



1. The results are displayed in the left side of the result list screen.
2. Select options displayed on the right column of the result list screen and refine your search if applicable.
3. Click on the **title** link to view the full record.

Print / Email the Results

1. Click the **title** link to select the record you want to print/ send on the result list screen. Or, check the box to select the result record, then click **Show Selected** to print/ send all the selected records together.
2. Click the **Print** / **E-mail** button.
3. Select the format you preferred.

Print:

- Click the **Print** button.
- Follow the standard procedures to pay for and collect the printouts in the Library.

Email:

- Enter the email address and message and click the **E-mail** button.

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香港公共圖書館登記讀者·可經以下網址使用此資料庫：

<http://www.hkpl.gov.hk/remotearchive>



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康樂及文化事務署
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e-Database User Guide
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