# How to Guide for Using the Digital Maine Library

**Goodbye** 

Since 2004, Marvel has been providing access to information for our patrons. However, the new digital platform, Digital Maine Library, was effected in September 2018.

## What is Digital Maine Library?


https://library.digitalmaine.org

Digital Maine Library, an improved platform, allows easier access to information than its predecessor, Marvel. The database offers full-text articles, magazines, newspapers, peer journals, references, and government records—some of which date back to the Revolutionary War!

## Who can use Digital Maine Library?

- ✓ *Maine residents*
- ✓ *Students*
- ✓ *Entrepreneurs*
- ✓ *Genealogists*
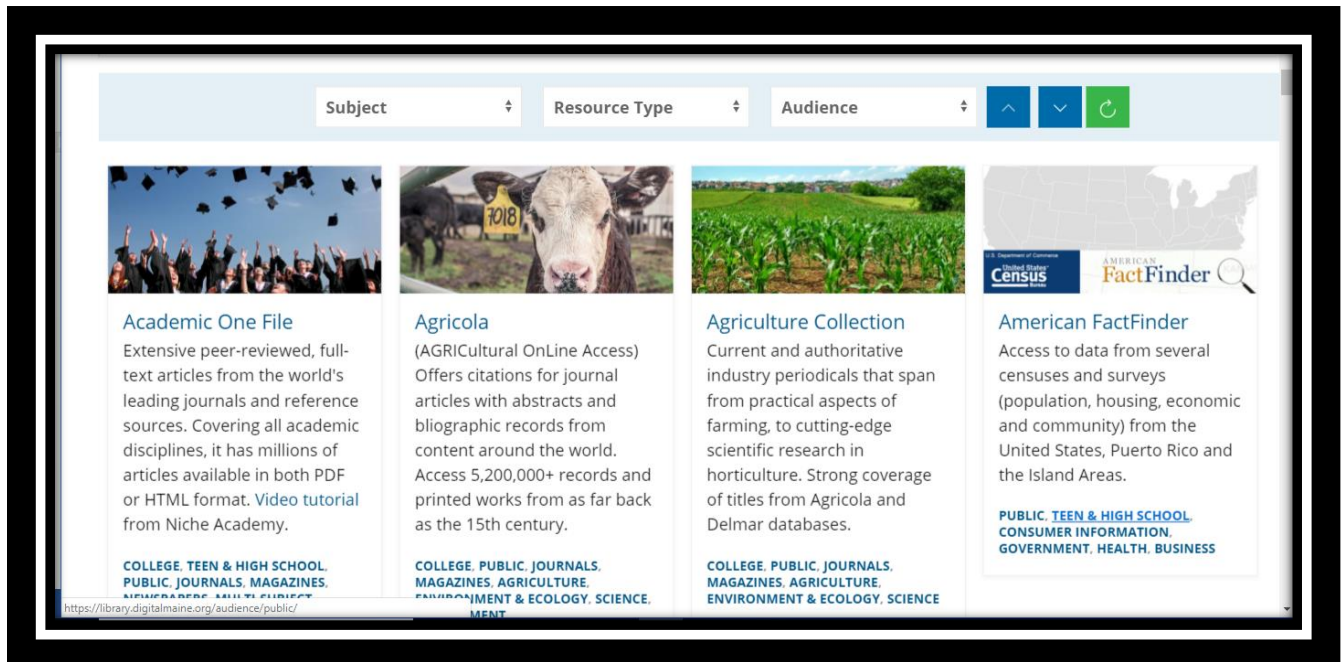- ✓ *Educators*
- ✓ *Information Lovers!*

# How do I access Digital Maine Library?

An Internet connection is required to access Digital Maine Library. All residents of Maine can access it from any physical location.
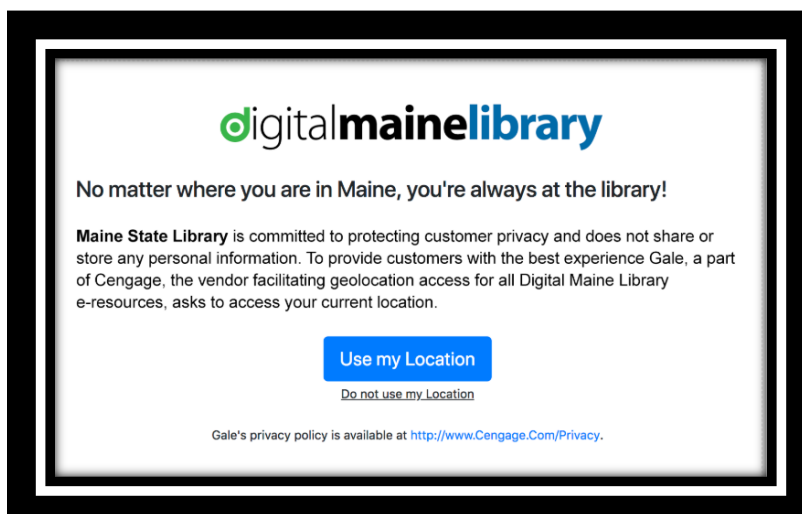
The website address for Digital Maine Library is the following:

**https://library.digitalmaine.org/**

*(Or you can find a link on the online resources page of our website)*



Previously, with Marvel, a search bar was used to locate information; Digital Maine Library, on the other hand, uses a more customized search.



Depending on your internet connection, the "Use my Location," message may pop-up. This action will confirm your current location. This screen won't always pop-up; Digital Maine Library may automatically verify your GPS coordinates.

Login with your library barcode

If you have a libary card from MILS, Minerva, or URSUS libraries or from Portland Public Library, you may access the Digital Maine Library databases using your last name and library barcode.

Last name:

Library barcode:

**LOGIN**

Another way to access Digital Maine Library is to log on with your library card. Fill in the log-in information with your last name and the barcode on your library card. This is **required** if you are out of state and using the database.



Login with your Digital Maine Library account

Digital Maine Library is available to all Maine residents regardless of whether you have a library card. Simply create a new account and then use the login below.
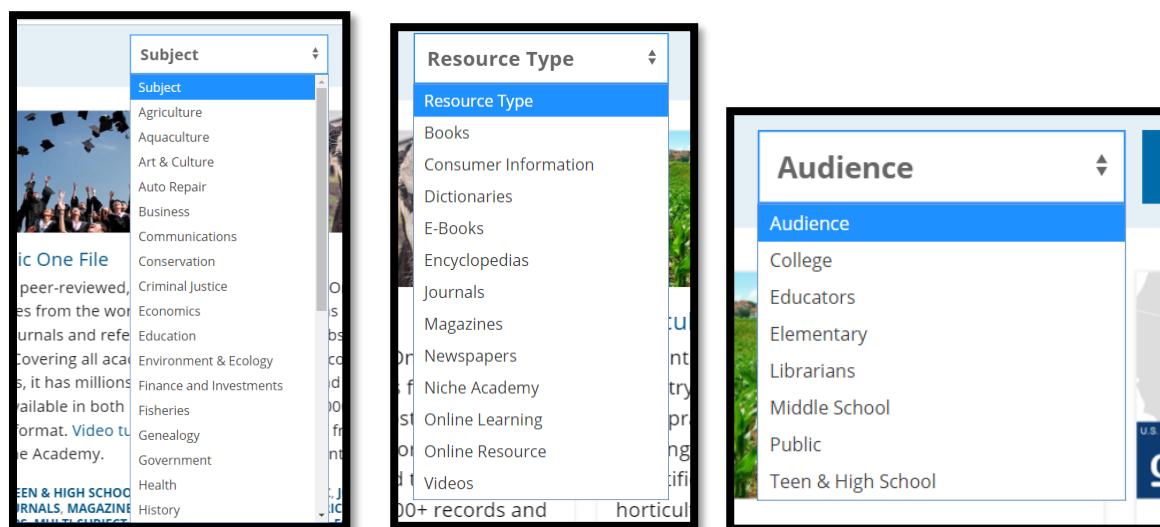
Username:

Password:

**LOGIN**

Forgot your password? • Update your account

The third alternative is to create a Digital Maine Library account. Use the following URL to reach the website where you can register for this account:

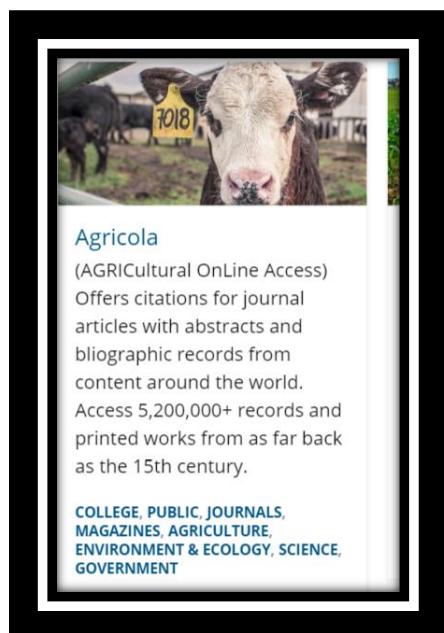**http://libraries.maine.edu/mainedatabases/marvelauth/users/register.asp**

After you register with Digital Maine Library, you can log in with the username and password you chose when creating a Digital Maine Library account.

# How do I use Digital Maine Library to seek out information?

The database offers a drop-down menu for a customized search **(see above)**. The **subject** will pull up a list of database subjects. **Resource** type allows you to customize the format of information that you are seeking. The last box allows you to pick the **audience** level. By clicking audience, you can tailor the databases and their information by audience level.

**Agricola** This is the name of the database. Below will be a brief description of the database.

**College** The writing level for this database.

**Agriculture, Environment & Ecology, Science, Government** The database genre.

**Magazines & Journals** The formats that will be feature in this database.

Down below will be a list of databases based on your specifications **(See Example Above)**. They will feature the names of the database and their descriptions. Also included will be tags for subject, resource type, and audience. These are all clickable; one click will pull up those particular tags lists.

If your intended search pulls up no results; try altering your criteria in the subject, resource type, and audience.



There are no mistakes that you can make for your search! Clicking this button will refresh the database, and the database will be restored so that a new search can be performed.



In Marvel, the database featured a search bar, and it would pull up database relevant to your search. The Digital Maine Library still has this feature, and it is located in the advanced search.
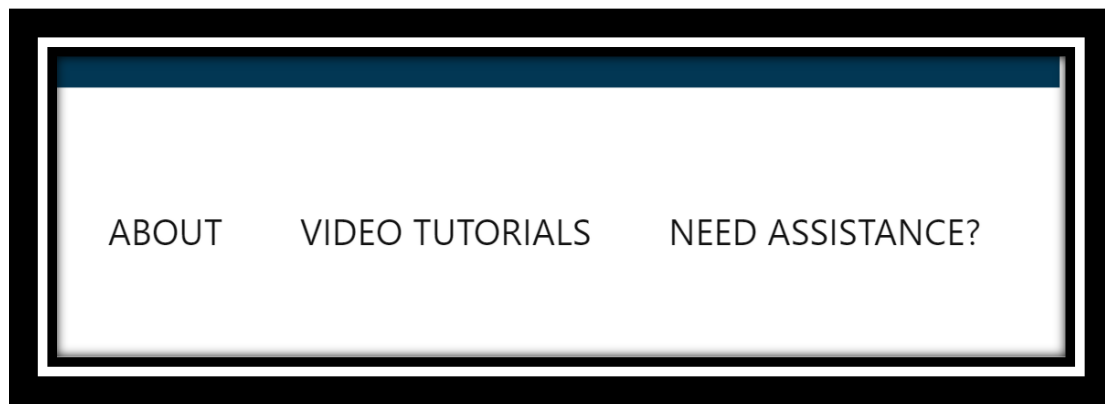


In addition, the website of Digital Maine Library contains information and helpful guides for your search. These are displayed as subcategories and located on the **top** of the website.

**Digital Maine Library** This is the home button, for whenever you are lost on the website. Clicking "Digital Maine Library" up top will return you to the home page.

**Getting Started with Digital Maine Library** This is the section for Digital Maine Library's frequently asked questions. It contains instructions, and useful information about the website.

**A-Z Index** This pulls up all of the databases in an alphabetical list.

**Advanced Search** This is the search bar feature used to search for databases.

**ABOUT** This is the history and details about Digital Maine Library.

**NEED ASSISTANCE?** This provides information about whom to contact if you are having trouble using Digital Maine Library's website.

**VIDEO TUTORIAL** This is a collection of video tutorials on **how to use** the databases. You can sort the videos by category or typing in your search. To do the latter, click the magnifying glass. All **information** and **instructions** will be located on this page.

# Do you need further assistance?



The Maine State Library is operated **Monday** through **Friday**, from **8:00 am to 5:00 pm**. The number to contact for further assistance is **(207) 287-5600.**



The Topsham Public Library offers a weekly "**Drop-In Program**" every **Friday**, from **1:00 pm to 3:00 pm**. Emma, our adult services librarian, will be available to answer any questions. She will be happy to guide you through the Digital Maine Library process.

However, feel free to call us at any time for further assistance **(207) 725-1727** or visit our website:

**https://topshamlibrary.org/.**