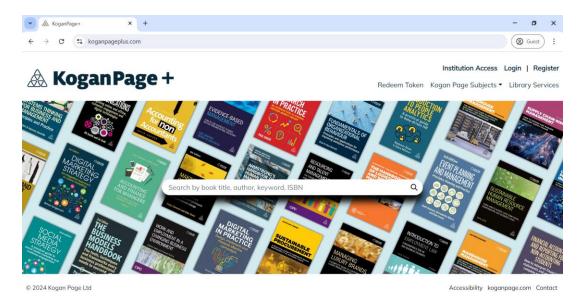
KoganPage+ User Manual

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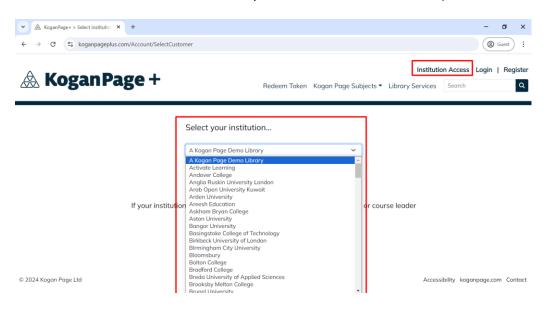
How to Access KoganPage+:

Search <u>www.koganpageplus.com</u> OR <u>www.koganpageplus.co.uk</u> and you will be taken to the main website

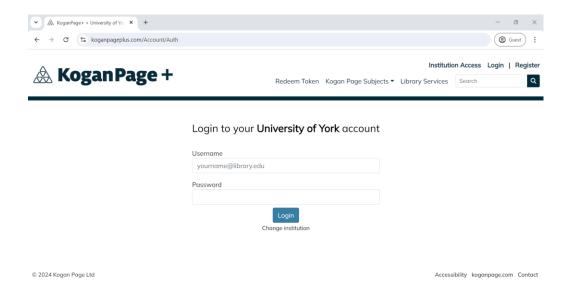


How to Sign into KoganPage+ with Institution Access:

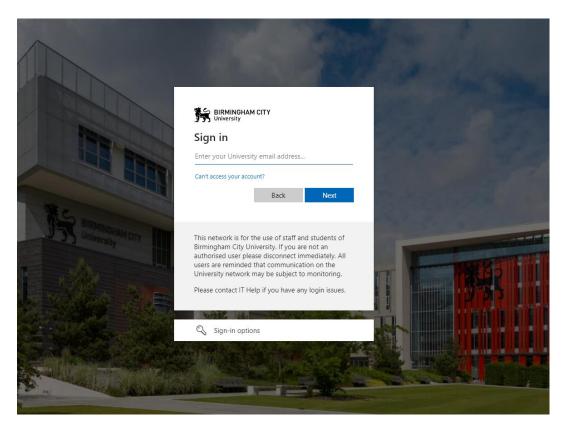
Click 'Institution Access' and select your institution from the drop down menu



Login to your account



If your institution uses SSO, you will be taken to a separate screen to log in. See the below example:



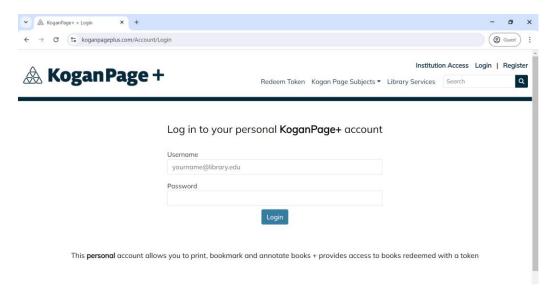
Enjoy access to your institution's purchased collections. If you want to print, bookmark and annotate books + use a token to access books, sign in with a personal account.

How to Login to KoganPage+ Personal Account:

Click 'Login' in the top right corner, without Institution Access



Enter your username and password



How to Redeem a Token:

A token is for access to a book, or collection of books. You can only input a token once you have logged in with your institution and set up a personal account. The page then looks like:

Token redemption is available at participating institutions for notified individuals

Please contact your library administrator or course leader if you are expecting to receive a token



Redeem Token

Enter your code:

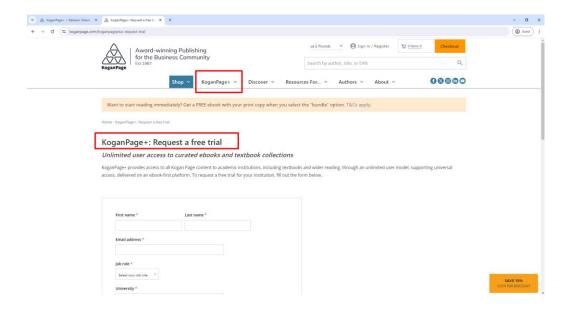
Enter your code

Redeem Token

How to request a KoganPage+ free trial

Visit <u>www.koganpage.com</u> and click the KoganPage+ dropdown tab. Select 'Request a free trial', and complete the form to sign up.

A member of the Kogan Page Sales team will be in contact to finalize the details for your trial.



How to search for a book:

Enter the book title in the search bar, and click the enter tab or the magnifying glass

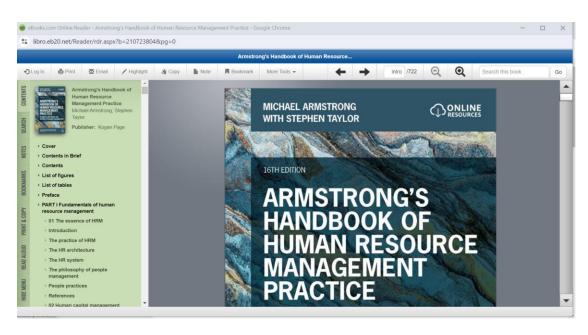


Click the book title once loaded and select to read the book online or offline

If you do not log in (via institution or personal accounts), you are still able to see all books on KP+ and search, but will not be able to access the books via the ereader.

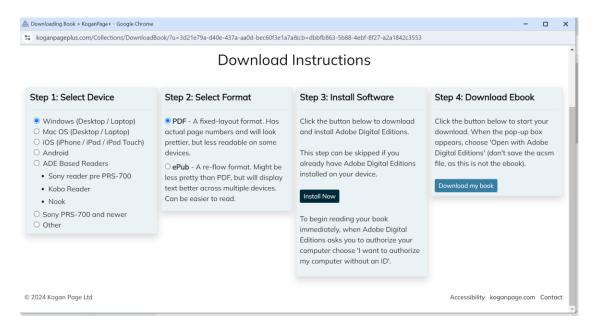
As soon as you are logged in, you will then only be able to see, search and access the books and collections that the universities have bought access to.

Read online:

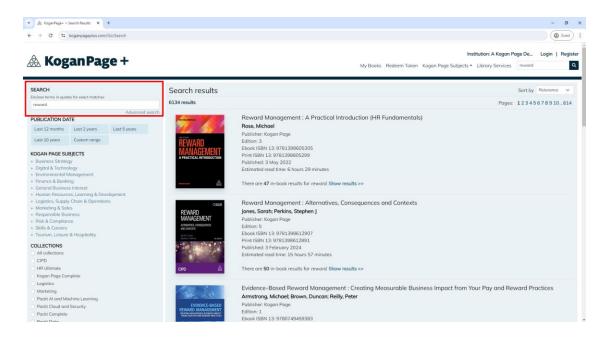


Read offline:

You will be instructed to provide details on your device, download format and how to install and view the ebook. Please see the example below:



How to Basic Search:

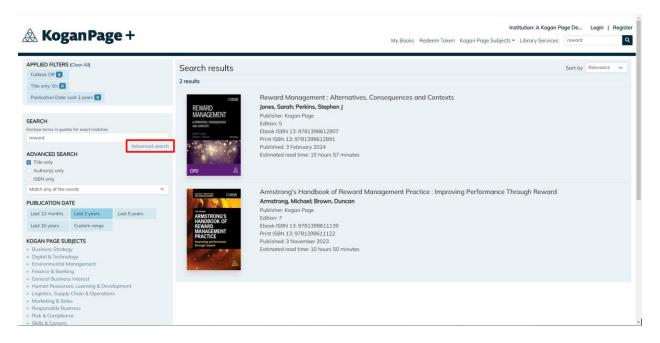


How to Advanced Search:

Enter into the search bar a specific keyword or phrase and select 'Advanced Search'.

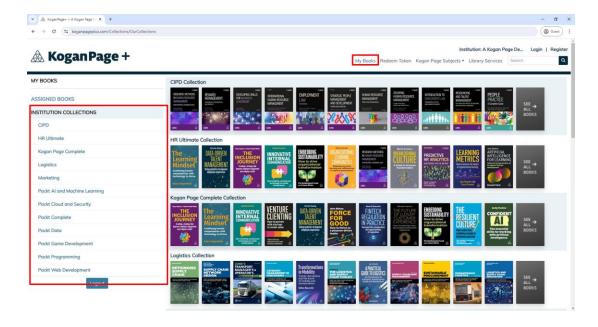
You will then be able to further refine the search for Title only, Author(s) only or ISBN only. You can also refine by publication date, Kogan Page subjects and the collections you have access to.

Then click search or the enter key.



How to see which Collections you have access to:

Click the 'My books' tab once logged in and you will be able to see the collections your institution has access to.



How to see which Assigned Books you have access to:

Here, you can see books that have been redeemed with a token.

