

KINGDOM OF SAUDI ARABIA  
Ministry of Higher Education  
NAJRAN UNIVERSITY



## Guidelines to utilize and benefit from the Saudi Digital Library



## **Introduction:**

The Saudi Digital Library (SDL) is the largest collection of information sources in the Arab world, with over 262 thousand scientific references that cover all the academic specializations. It keeps updating its content, bringing about a very large repertoire of knowledge in the long run. The Library has contracted out over 300 international publishers. The Library has received the prestigious prize for the Arab Union for Information and Libraries (AUIL) for the outstanding projects at the level of the whole Arab world in 2010.

The SDL covers all the Saudi universities under one umbrella through which it negotiates with publishers over different financial and legal issues. This definitely saves much time and efforts. It allows its users to get many benefits and rights.

The SDL provides a digital environment for the Saudi universities, and their research bodies and partners. This has a lot of the benefits that one body fails to provide. Following are some of such benefits:

- One central administration runs this huge content, and constantly updates it.
- Swap of common benefit, because any university would benefit from what other universities as provided in any scientific field.
- Enhancing the rank of universities when evaluated for the purpose of the academic accreditation through rich and modern sources, published by the most remarkable publishers.

- Bridging the gap among the Saudi universities, where newly-established universities can get the same service that other major ones can get.

To visit the SDL and benefit from its content, please follow the steps below:

Picture

1. Go to the Homepage of Najran University
2. Select Deanship of Library Affairs from the list of 'Deanships'.
3. Select 'Digital Library' from the page of 'Deanship of Library Affairs'.

### **Instructions for logging into the Digital Library**

For the University employees and teaching staff, it is the username and password that are used to log into the University electronic system.

For students, the username is the student university number while the password is the student's ID number.

4. After clicking 'Click here to enter', please click 'register'.
5. Select public universities/ colleges
6. From the list of universities that appears, select Najran University.
7. Please key in the same username and password you have just used earlier.
8. Click '*Click here to enter*'.
9. Upon seeing 'welcome to Najran University', you have successfully logged into the digital library.

10. You may search in the databases by language. An example is the Arabic database.
11. You may alternatively select 'Foreign databases'.
12. By the same token, you may select ' e-books'.
13. You may select 'theses'.
14. You may select the categorization by subject to see results.
15. From 'categorization by subject', select 'teaching', from which you select 'educational database' in Arabic.
16. Select 'EduSearch' and click on it to continue.
17. The page of 'simple search' appears with a few options.
18. As an example, we type in 'special education' in the 'keyword' space.
19. This will leave us with a huge number of results.
20. If we select 'advanced search, we will get the results narrowed down.
21. We notice that the results are much less in number than it was through the simple search.
22. Let's select 'Medline complete'.
23. The page of 'simple search' appears.
24. We'll get a huge number of results.

25. if we have recourse to 'advanced search', we will get much less results in number.