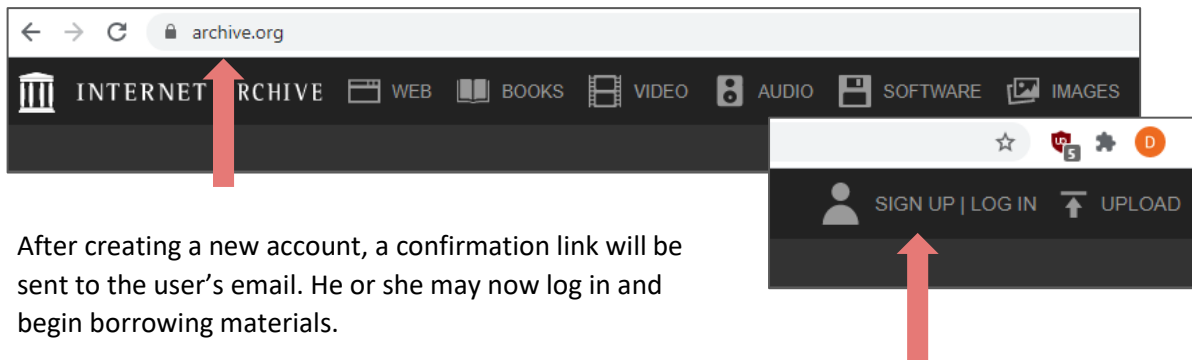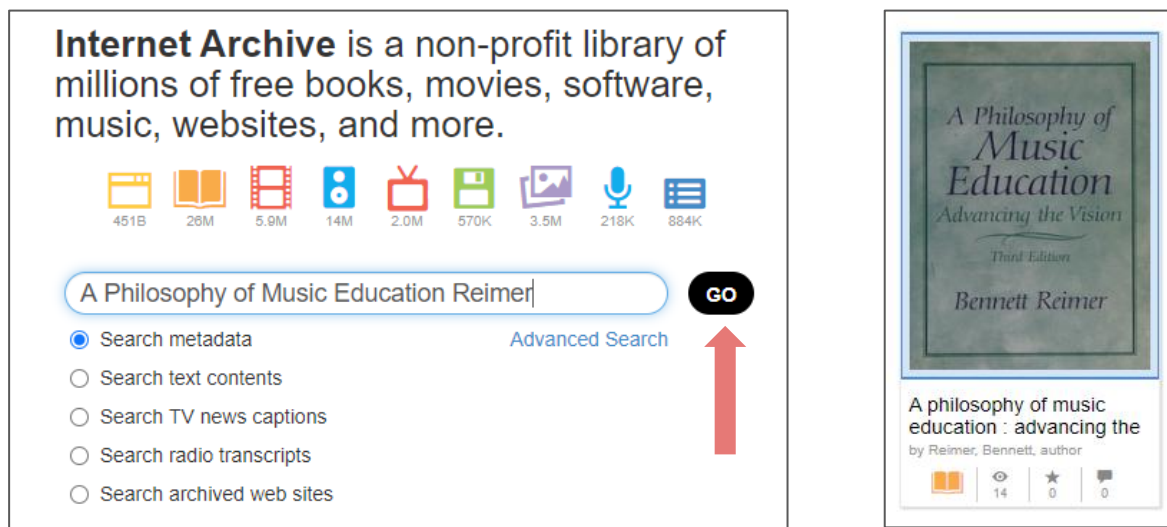# Accessing books on Internet Archive

With physical copies of course reserves texts set to be quarantined for 72 hours*, students and instructors may struggle to coordinate assignments that rely on readings from reserved materials. If an item is in quarantine upon request, students have the option of borrowing a scanned PDF of the item if it is available on **Internet Archive**. Internet Archive is an online library that is free to the public and contains 20 million books and texts, which can be borrowed for an hour at a time (the duPont-Ball library has no affiliation with Internet Archive and does not control media availability or loan periods).

To borrow digital copies from Internet Archive, users must first sign up for a free account by visiting **archive.org** and clicking *Sign Up* at the top right of the page.

After creating a new account, a confirmation link will be sent to the user's email. He or she may now log in and begin borrowing materials.
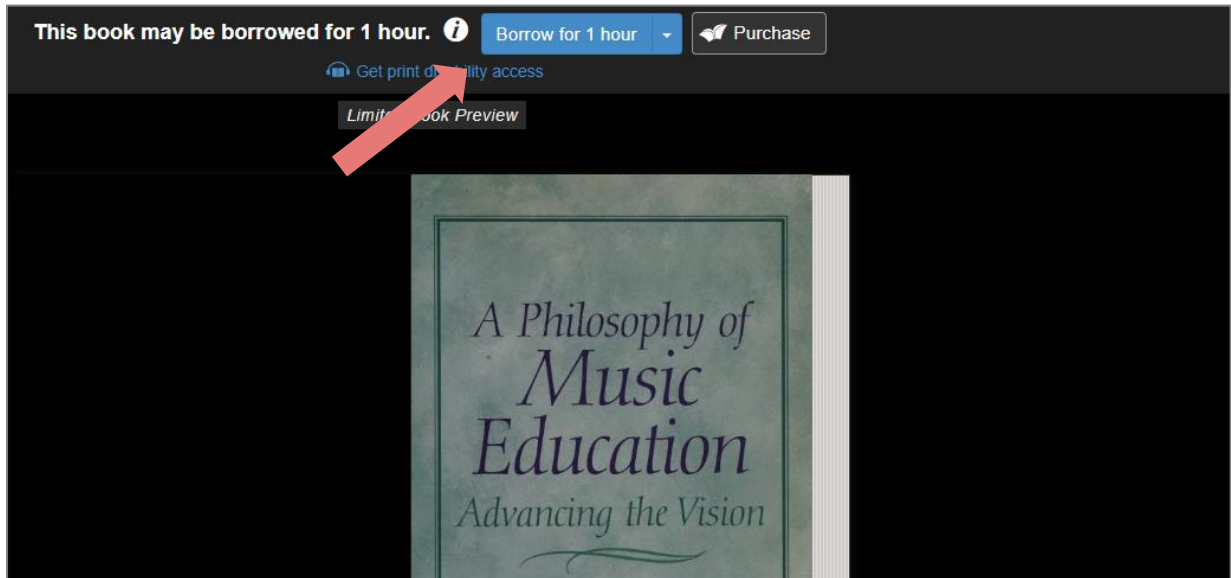
Type the title or other keyword in the search engine and click *Go*. The search will return the book if it is in the archive.
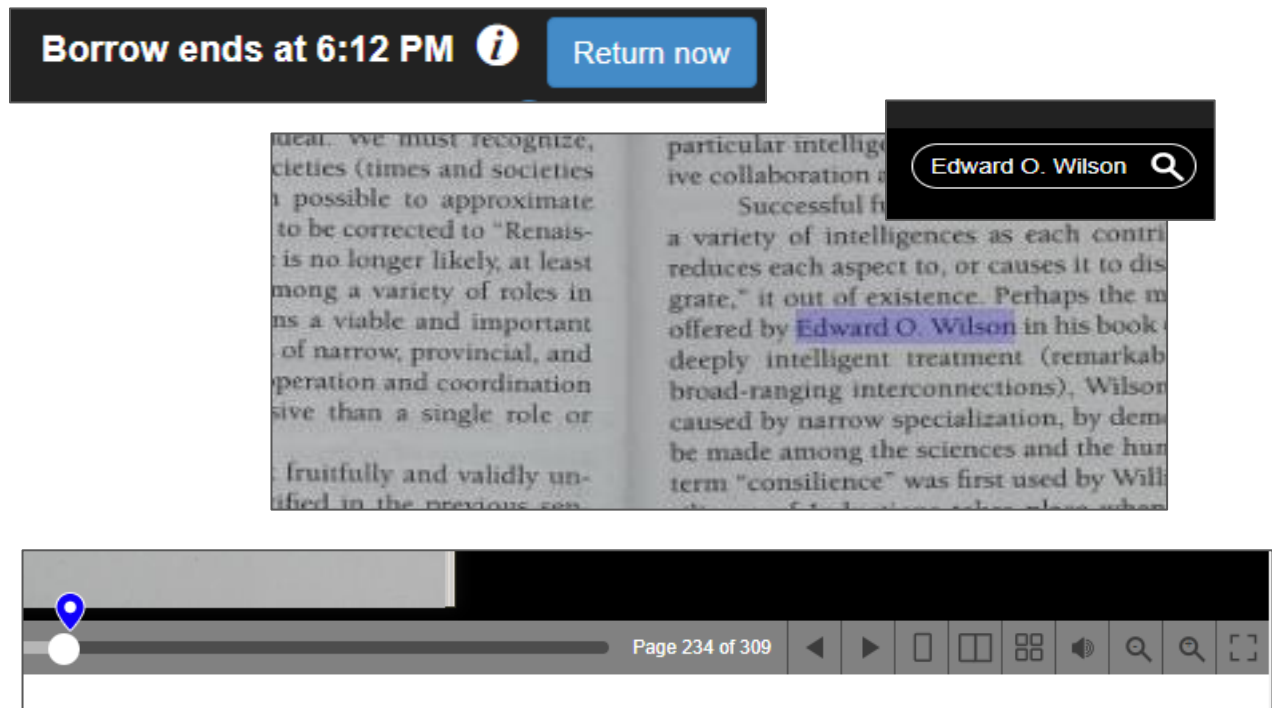

Select the book and click *Borrow for 1 hour*. If there are multiple copies of the book, there may be an option to borrow the book for 14 days. Please discourage your students from using this option if they

*The 72 hour loan period is based on recently-published studies of the life of the novel coronavirus on different types of library materials

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will be sharing the text with classmates. Renewals are also dependent upon the number of copies and their availability.

Once the borrower clicks *Borrow for 1 hour*, the loan is activated and the due date appears at the top of the PDF. Users can view the text, jump to a page, toggle view options, and even search the entire PDF for a keyword. When finished viewing, click *Return Now* before closing the browser.

For more information about Internet Archive, visit archive.org/about/