USER'S GUIDE



digitalia
HISPÁNICA

Table of contents

Table of contents 2

Registration 3
- REGISTRATION PROCESS 3
- ADDED FUNCTIONS 5

Browsing the contents 6
- What is Hispánica 6
- EBOOKS 7
- EJOURNALS 8
- ECOLLECTIONS 9
- PUBLISHERS 10

Search 11
- SIMPLE SEARCH 11
- ADVANCED SEARCH 13
- FILTERS 14

Book card 15

Online viewer 16
- BOOKMARKS 16
- NOTES 16
- HIGHLIGHT 17
- SEARCH ENGINE 17
- LISTS 18
- CITATIONS 18
- DICTIONARY 18
- SHARE 19
- PRINT 19

PDF viewer 21

Audio viewer 23

Lists management 24

Downloading full texts 27

Downloading full texts 28
- HOW TO INSTALL ADOBE DIGITAL EDITIONS 28
- DOWNLOADING TITLES FROM DIGITALIA HISPÁNICA 31
- DURATION OF THE LOAN 33
- EARLY RETURN 33
- TRANSFERING DOWNLOADED BOOKS TO AN EBOOK READER 33

Download on loan on your mobile device 34
- HOW TO INSTALL POCKETBOOK READER 34
- DOWNLOADING TITLES FROM DIGITALIA HISPÁNICA 36
- OFFLINE READING 37
- DURATION OF THE LOAN 37

LÍA - Artificial intelligence 38
- What is LÍA? 38
- Advanced Interaction and accessability 39
- Core Search and Recommendation Features 40
- Using LÍA in the online reader 42
- Conceptual support and contextual information 42
- Full Book Summaries, Keywords, and Study Sessions 43
- Navigation Tips 43

Troubleshooting 44
- WHY CAN'T I DOWNLOAD A BOOK ON LOAN? 44
- HOW TO SOLVE COMMON ERRORS IN ADOBE DIGITAL EDITIONS? 44

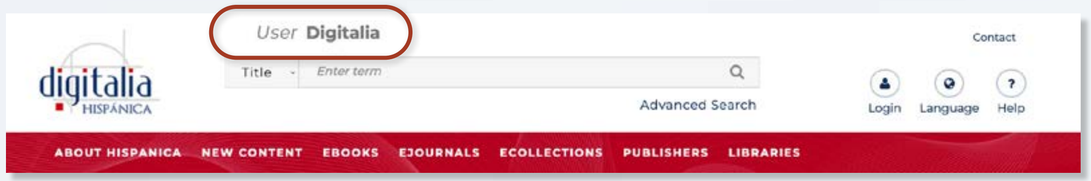
Registration

REGISTRATION PROCESS

Welcome to Digitalia Hispánica. Below, we will explain how to register so you can access all the added features and make the most of our platform.

please remember that you must access the Digitalia Hispánica's website (www.digitaliapublishing.com) feither from your institution's facilities or through your library's official website. Once you have logged in, you will see the name of your institution at the top of the screen.

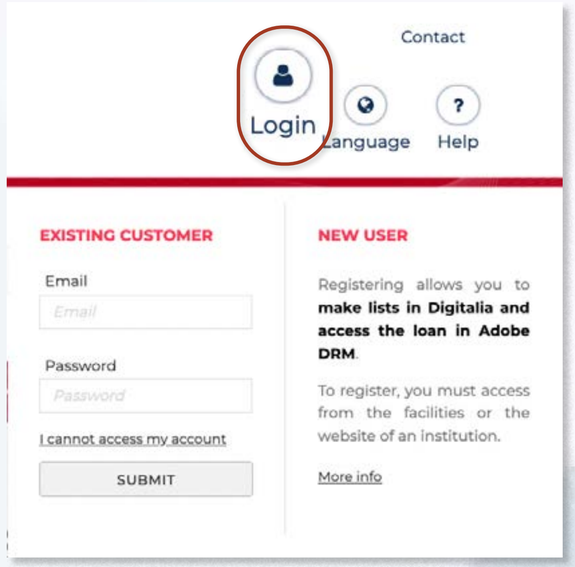
If you do not see it, please contact your library staff.



If you see your institution's name correctly, you can now access the full texts of all titles included in Digitalia Hispánica!

Additionally, we offer the option to create a personal account with Digitalia Hispánica to access borrowing for download and other features that we will detail below.

To create your personal account, click on "Login" and then on "Register."



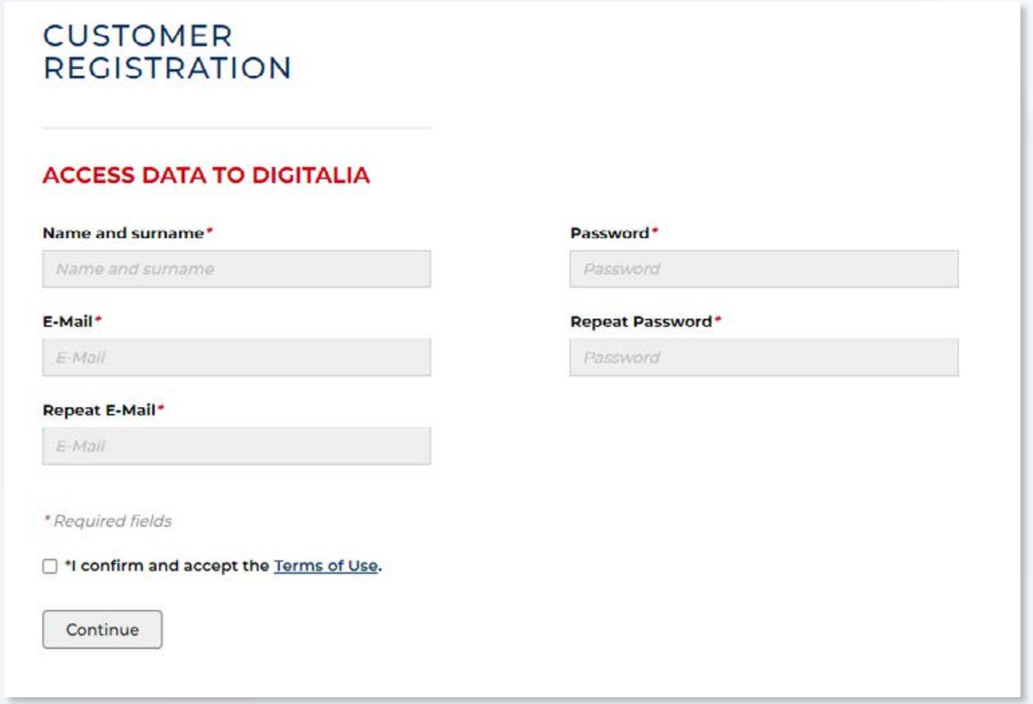
If you cannot see the "Register" button, it means our system has not recognized the institution you are accessing from. Please ensure that you are accessing the site from your institution's facilities or through the library's official website.

If you are still unable to gain access, please contact your institution's librarians.

Registration

When you click on “Register,” simply fill out a short form. Make sure to complete all required fields and click “Accept.”

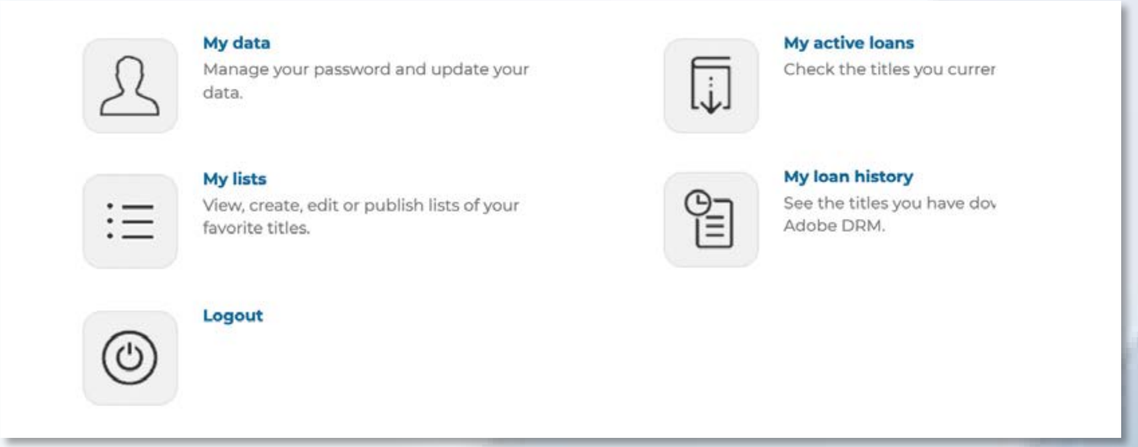
Please note that it is possible you may only be allowed to register using an email address.



Now, log in to the email account you used to register and confirm your email address.

Once your account is set up, please remember that you must still access Digitalia Hispánica from your institution’s facilities or through the library’s website, unless your librarian provides other instructions.

To log in to your account, click on “Login,” enter the credentials you registered with, and click “Access” (or “Log In”).



Registration

ADDED FUNCTIONS

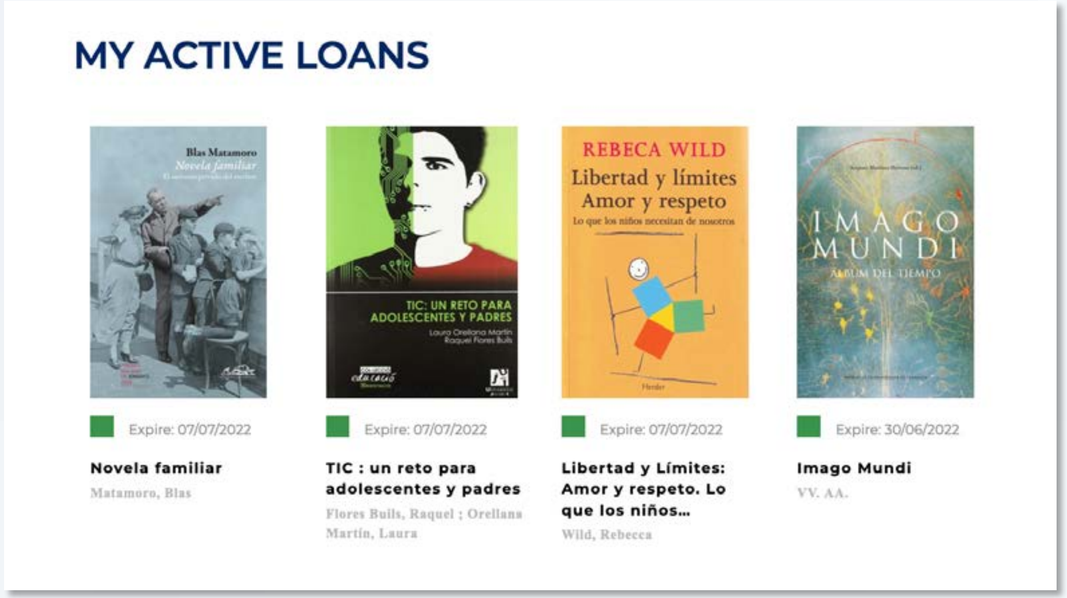
In your user panel you can:

1) View the titles you currently have on loan from “My active loans”. If you don’t currently have any borrowed titles, this option doesn’t appear. You are also told on what date the loan will expire. But don’t worry, if you haven’t finished reading it yet, you can download it again once it expires!

2) Under “Loan History,” you can view all the titles you have borrowed for download and their expiration dates.

3) You can also update your personal information under “My Information.”

4) Additionally, you can create your own lists of favorite titles under “My Lists.” For more details, we recommend consulting the section dedicated to this topic.

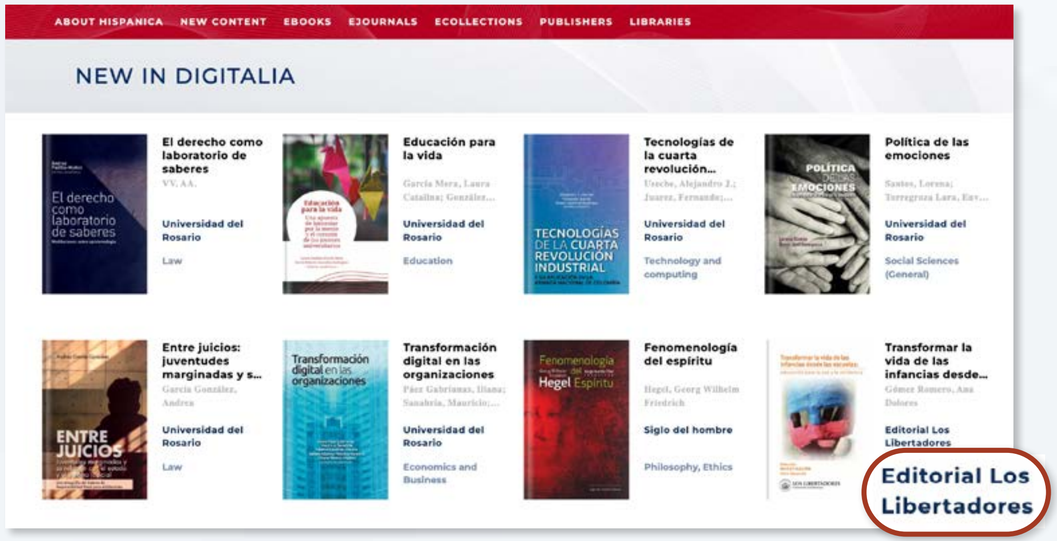




Browsing the contents

What is Hispánica

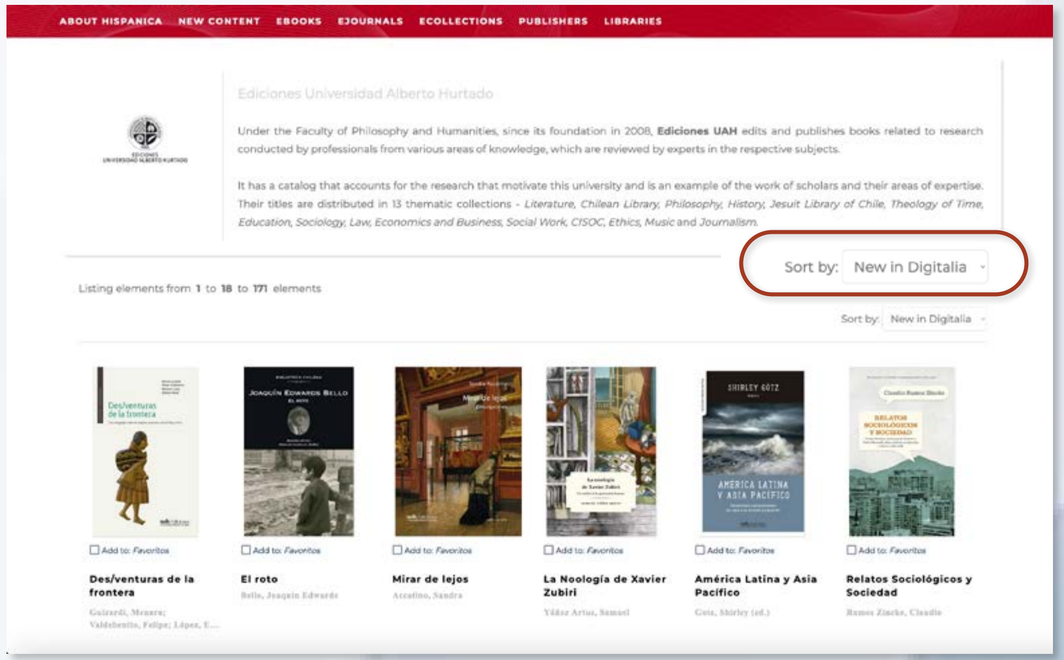
It is a database of e-books and comics in multiple languages, featuring topics of general interest, children's literature, and titles for the general public.



New Arrivals

Discover some of the most recently added titles on the platform. If you wish to see more related titles, click on the publisher's name or the subject; they will appear sorted by the date they were added to the platform, with the most recent ones first.

If you prefer, you can change the sorting order using the "Sort by" dropdown menu.

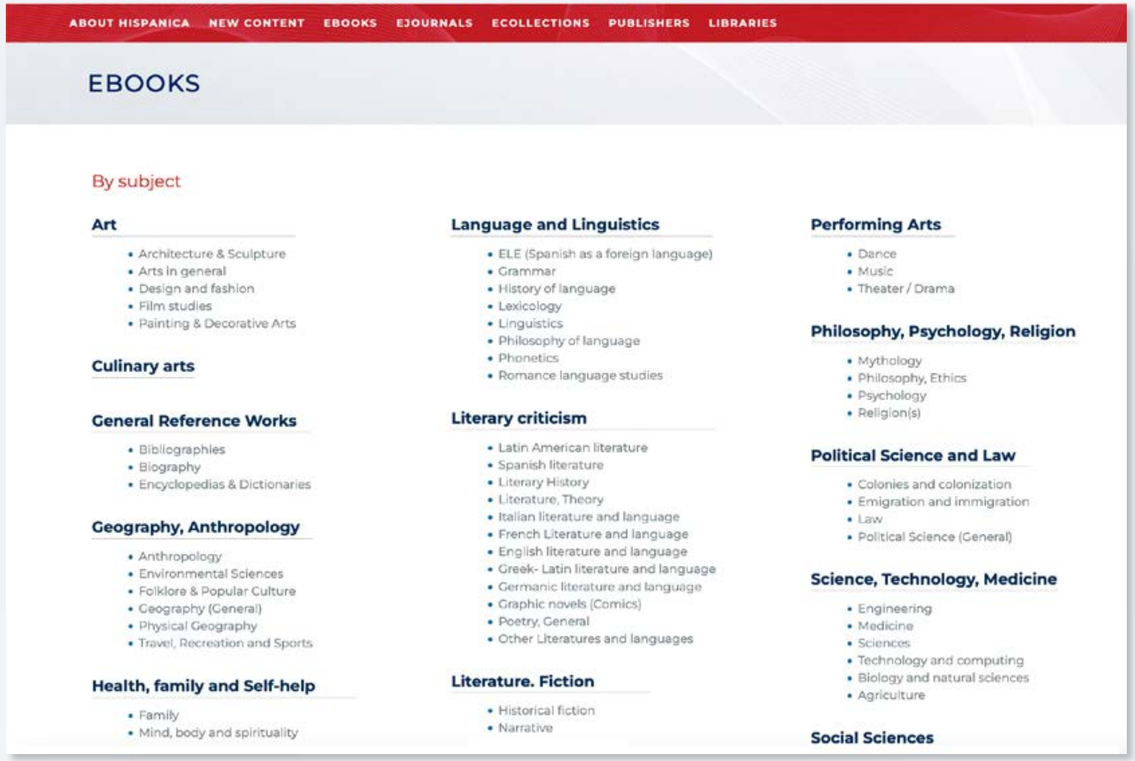


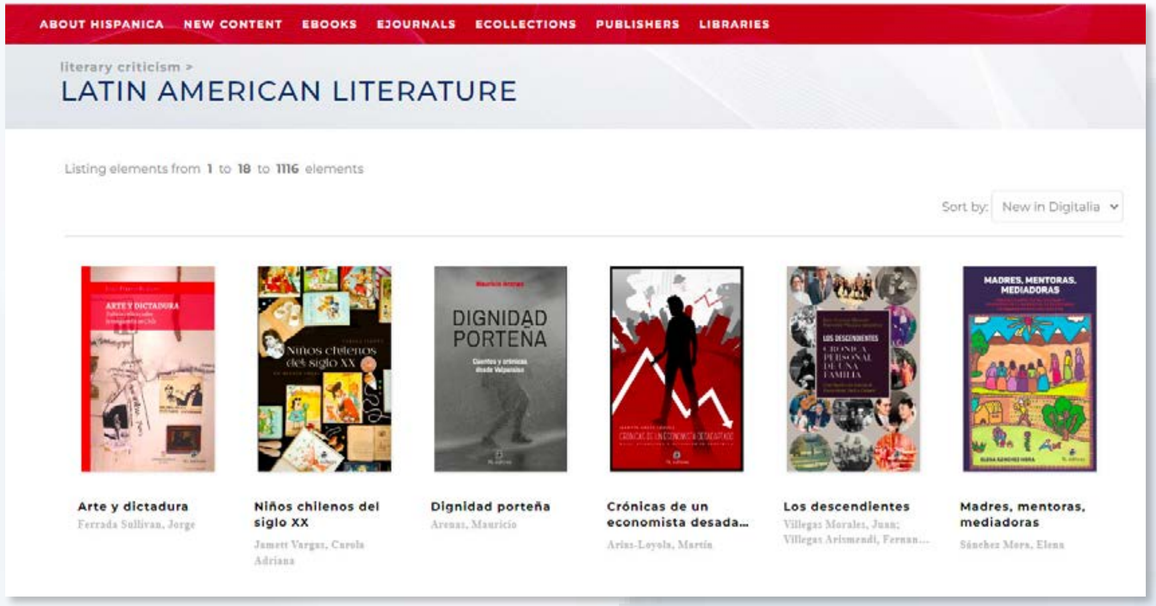
Browsing the contents

EBOOKS

From the eBooks menu, you will find the classification by subject:

Click on the topic of your interest to discover the titles within that subject.



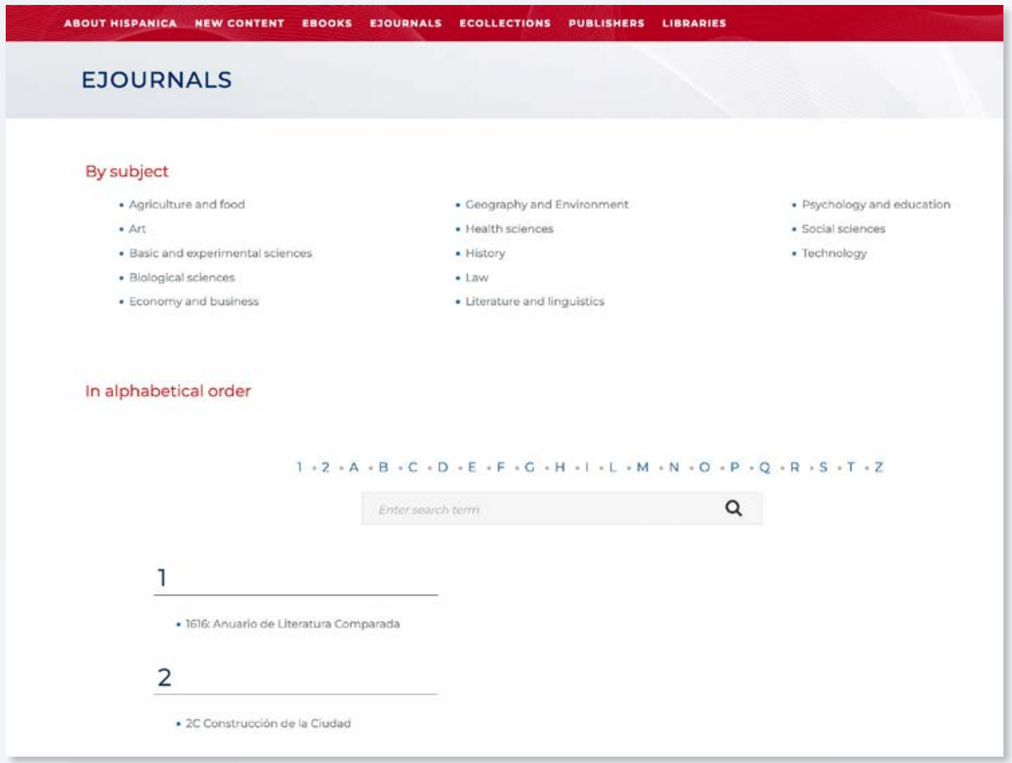


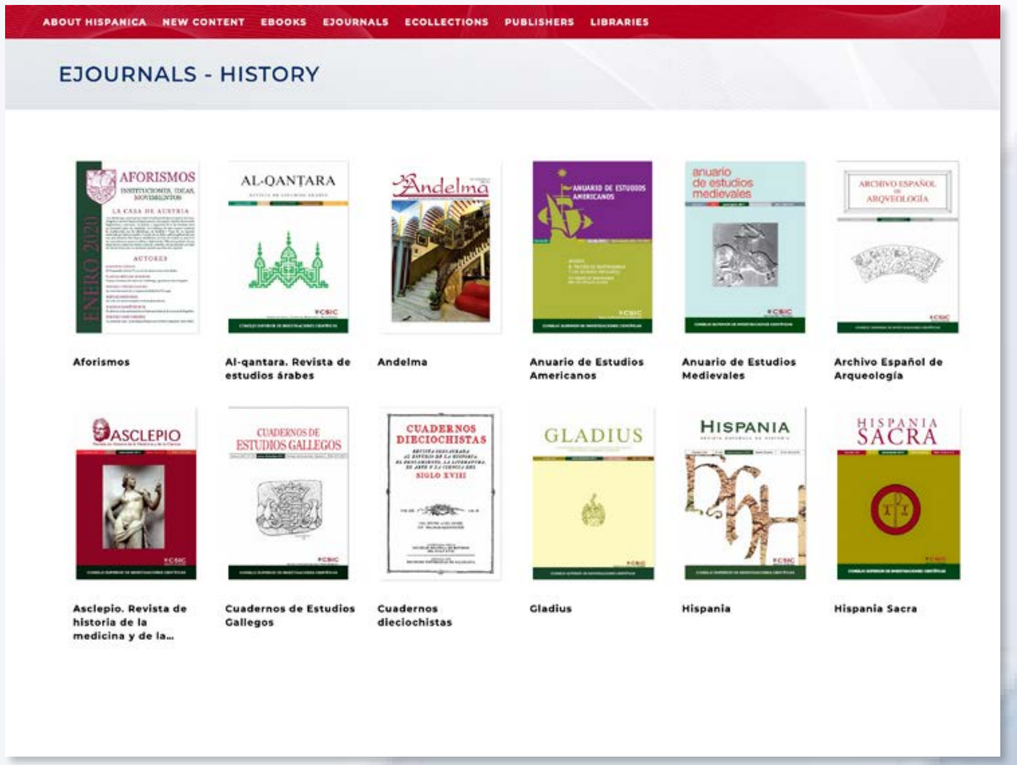
Browsing the contents

EJOURNALS

In the eJournals menu you will find all the journals included in Digitalia Hispánica in alphabetical order.

Similarly, you can filter by subject to view only the related journals.



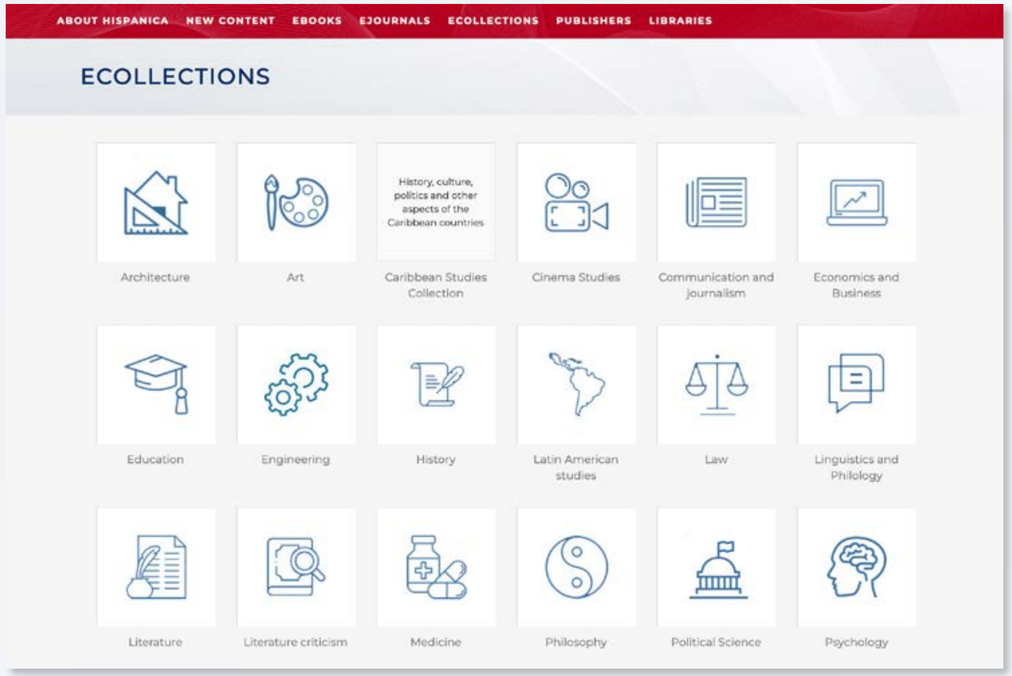


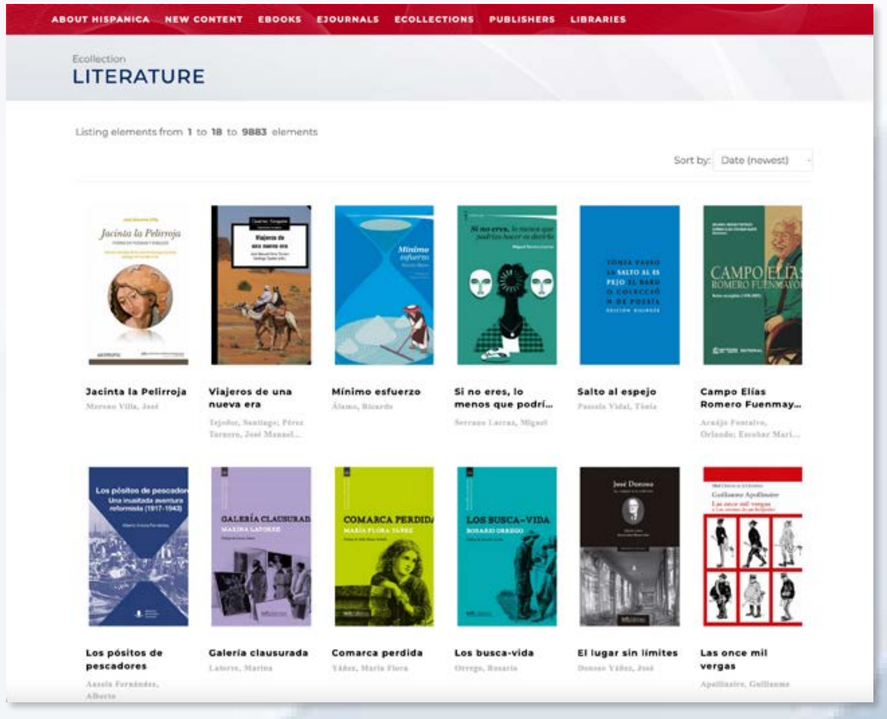
Browsing the contents

ECOLLECTIONS

By clicking the “ecollections” button, you will access our pre-designed collections. These thematic collections include books and comics that may cover one or more of the subjects from the classification previously mentioned.

When you hover your cursor over each collection icon, a brief description will be displayed. Select the desired collection, and the titles within it will automatically appear, sorted by those most recently added to the platform.

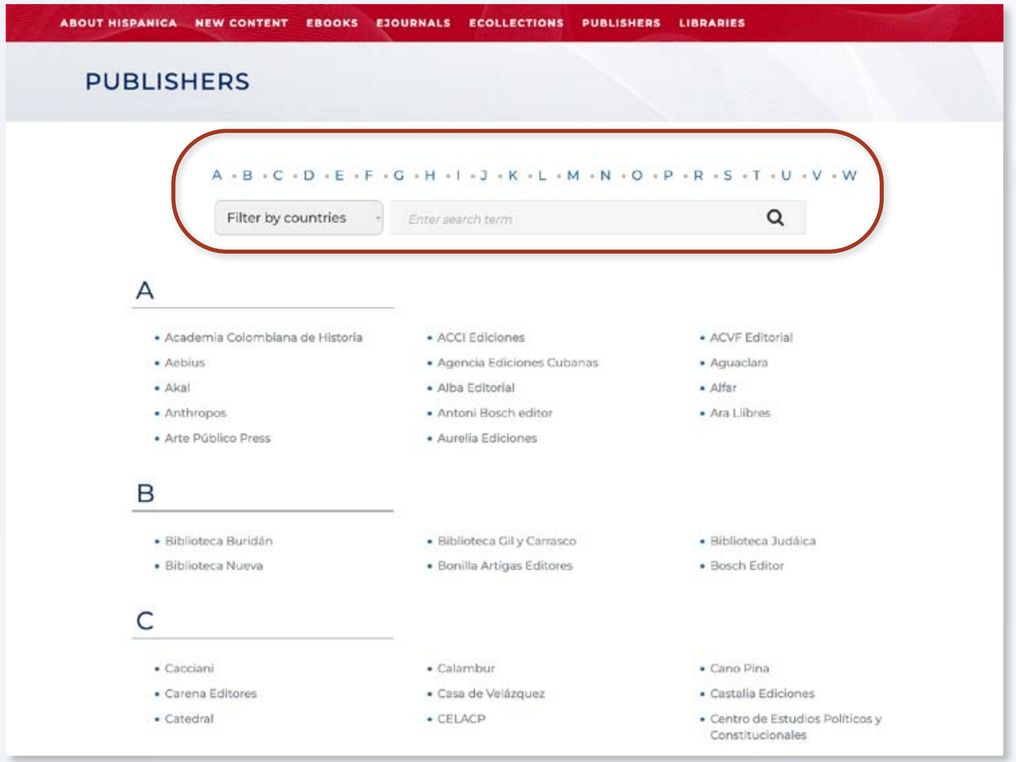




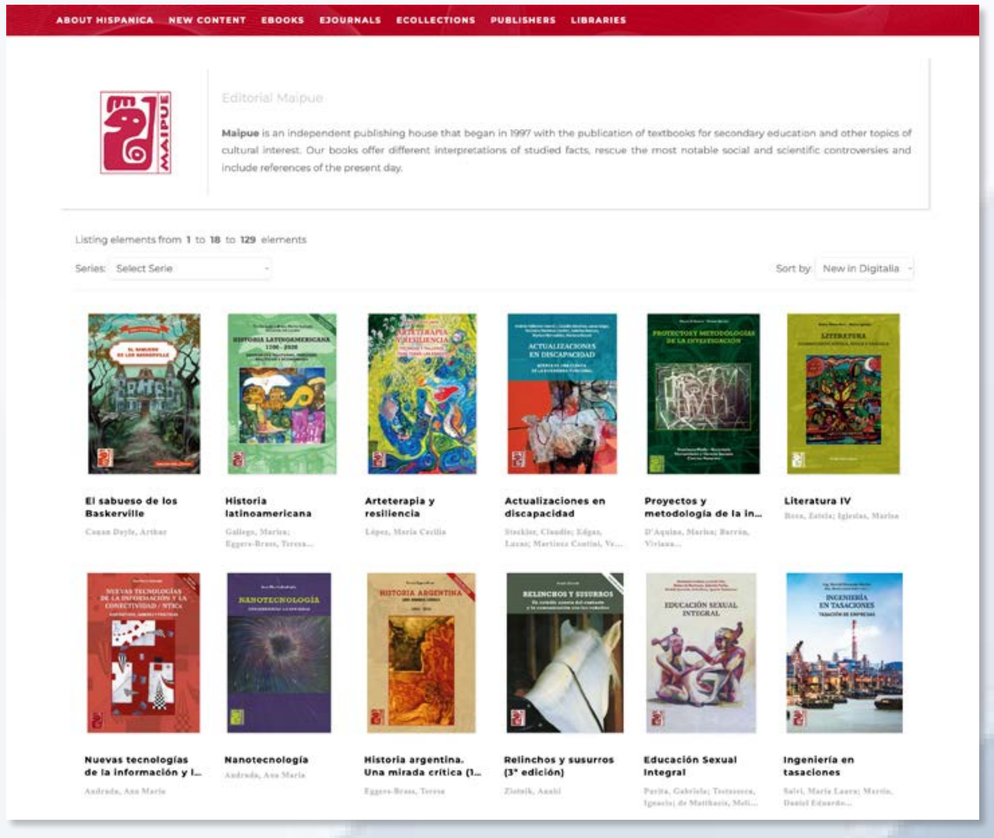
Browsing the contents

PUBLISHERS

In the publishers' list, you can browse the publishing houses that currently collaborate with Digitalia Hispánica, You can view them alphabetically, filter by country, or search for a specific name using the integrated search



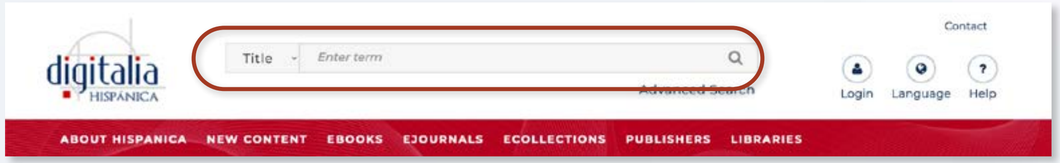
Click on any of them to learn more about the publisher and explore our available catalog.



Search

SIMPLE SEARCH

Let's start with SIMPLE SEARCH located at the top of the screen.



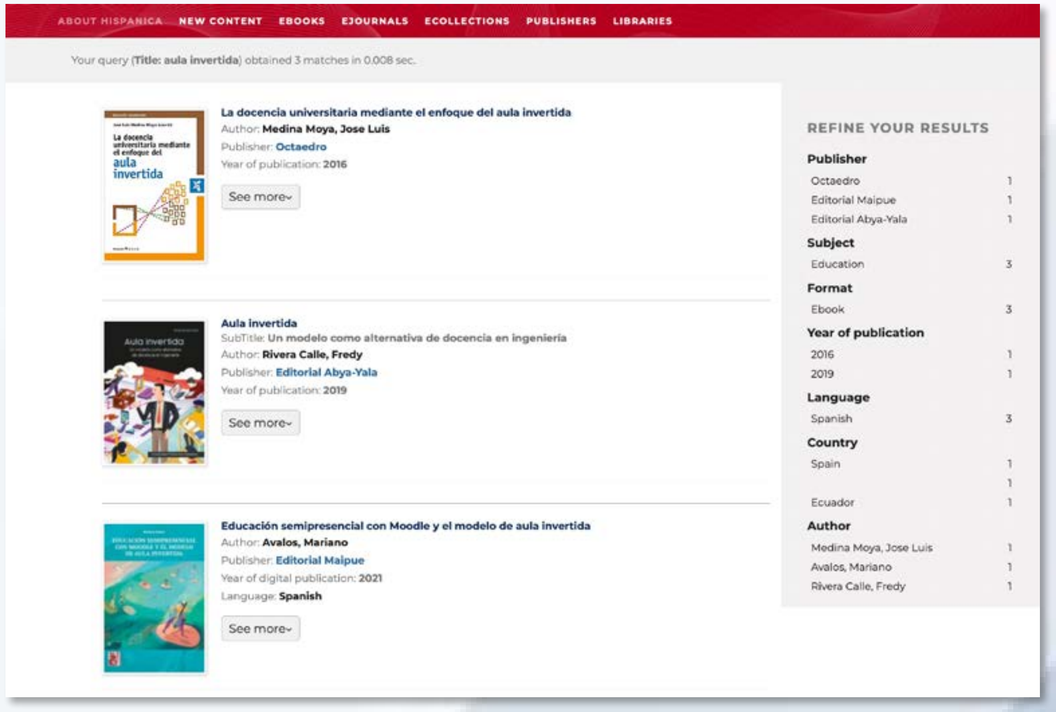


On the left side we have a drop-down where we can select the field in which we want to search: title, author, ISBN or, alternatively, we can select "full text" in case we want to search by keyword inside the document.

For example, we search for "aula invertida" in the field "title".

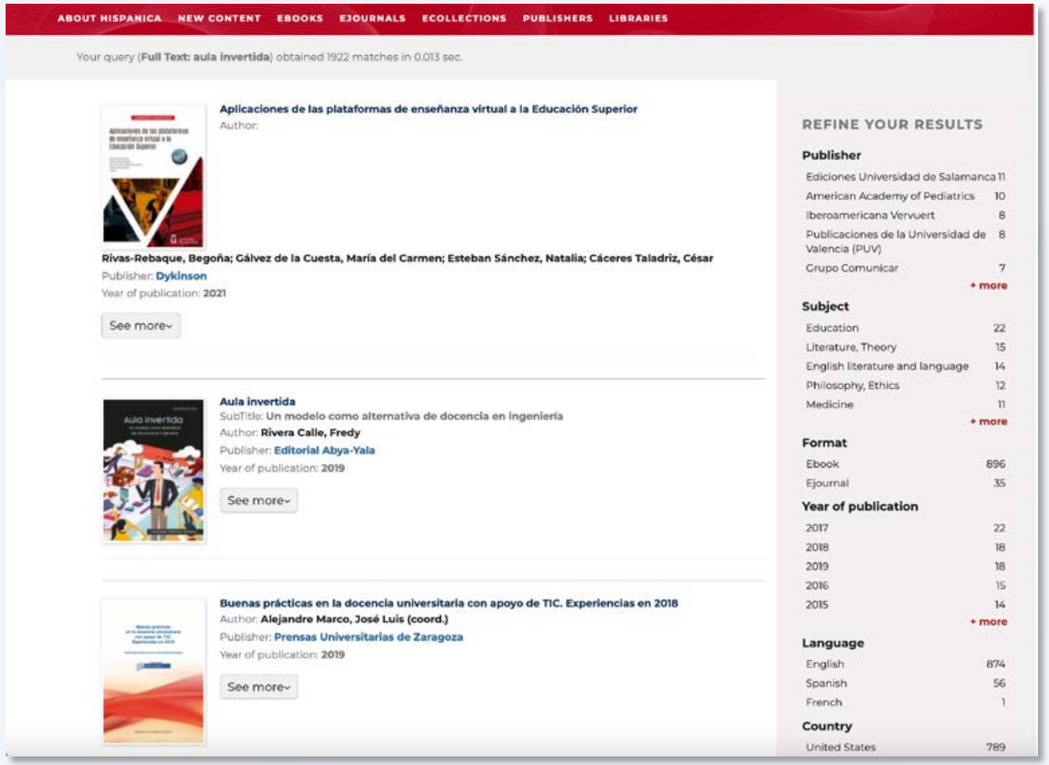
The search engine does not take into account capital letters or accents. Click on the magnifying glass to search.

We have obtained 3 results where the words "aula" and "invertida" appear in the title.



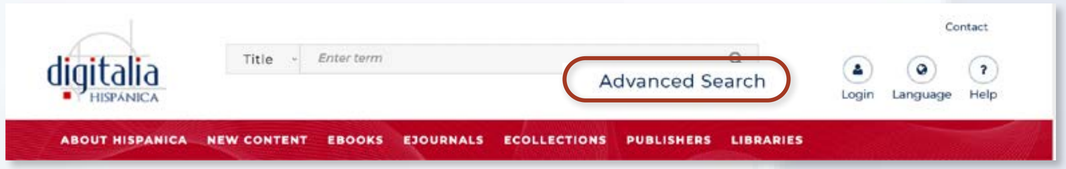
Search

Now, let's perform the same search by selecting the "Full Text" option.



This time, we obtained 33 results, as we are retrieving all titles that mention the word "pets" within the document.

If you need to perform a more complex search, you can use the "Advanced Search" tool.



Search

ADVANCED SEARCH

First, you can use the dropdown menu to select the field youwish to search, just as in the simple search. The available fields are: Author, Title, ISBN, ISSN, eISBN, or Full Text.

Next, you can add a second search term or phrase and perform a Boolean search by selecting:

AND: if you want the results to contain both terms or phrases.

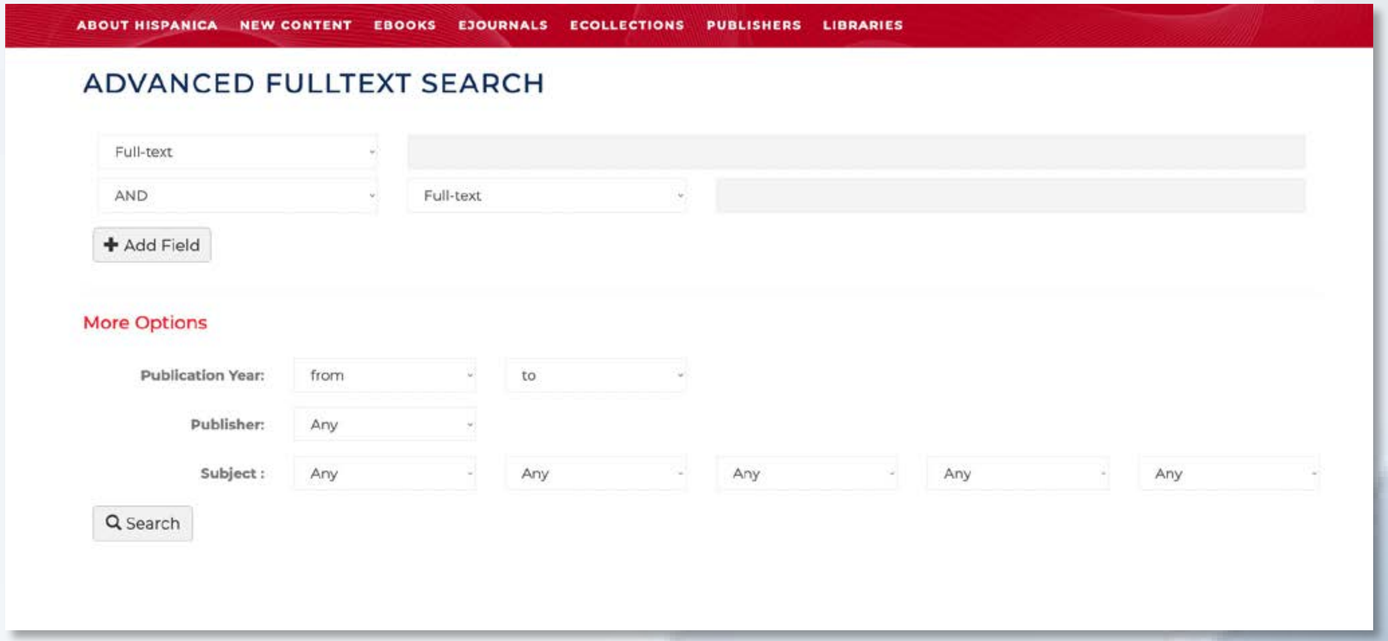
OR: if you want the results to contain either of the two terms or phrases.

NOT: if you want the results to contain the first term or phrase, but not the second.

You can add as many fields as you see fit to make your search more specific by clicking the “Add Field” button..

If you wish, you can also specify a publication year range, a publisher, and one or more subjects to further refine your search.

From the search results, you can also continue refining your search to obtain the results most relevant to you.

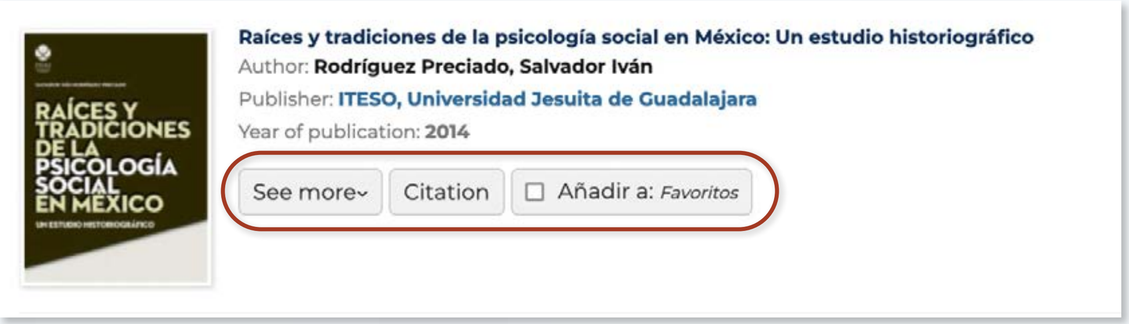


Search

FILTERS

On the left side, you will see the search results with their basic information.

By clicking “See More,” you can expand the details and read the book’s synopsis. Additionally, if you are logged in with your personal account, you will be able to add the title to one of your lists and generate a bibliographic citation.



In the sidebar on the right, you can filter by publisher, subject, publication year, language, country, or author.

The “+more” button displays all the results for a specific filter.



Book card

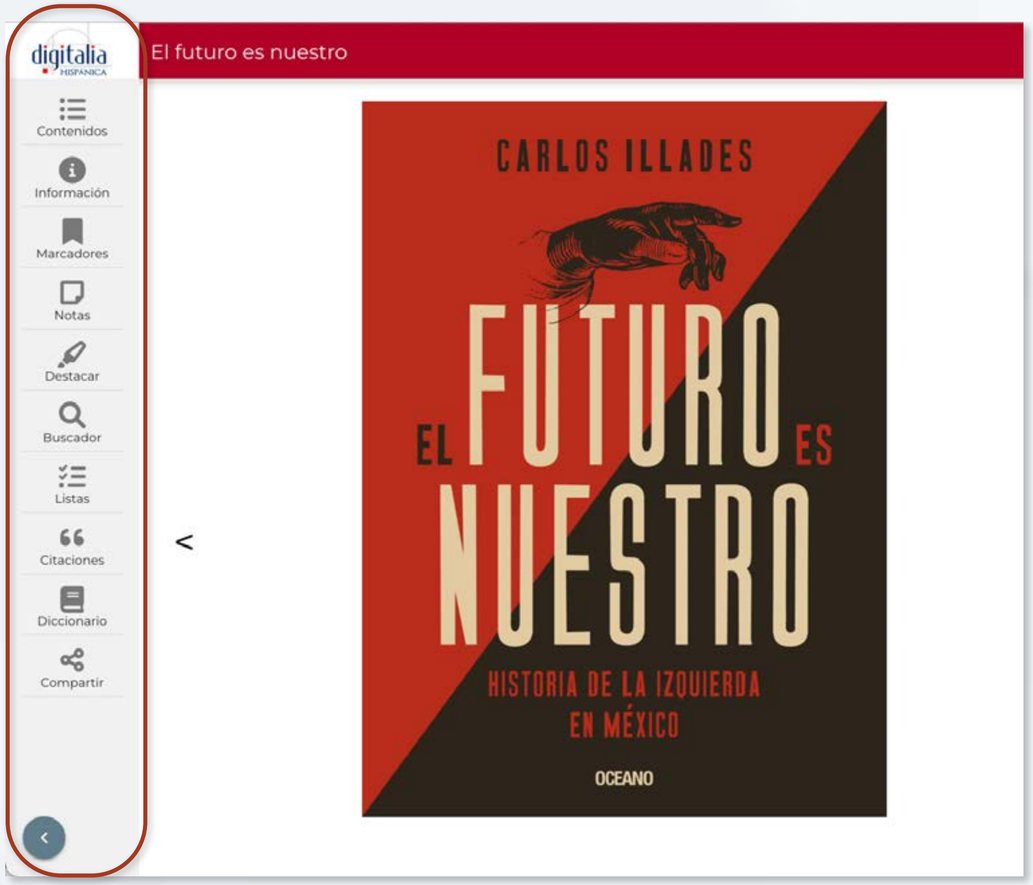
Once you have located the desired book, click on it to access the Bibliographic Record, which provides detailed information: author, publisher, editorial collection, ISBN, eISBN, place of publication, publication year, page count, language, description, and subject. Additionally, any applicable restrictions will be specified.

In the right sidebar, you will find the available viewing options, as well as the borrowing for download feature, the bibliographic citation tool, and the option to add the title to one of your favorite lists.



Online viewer

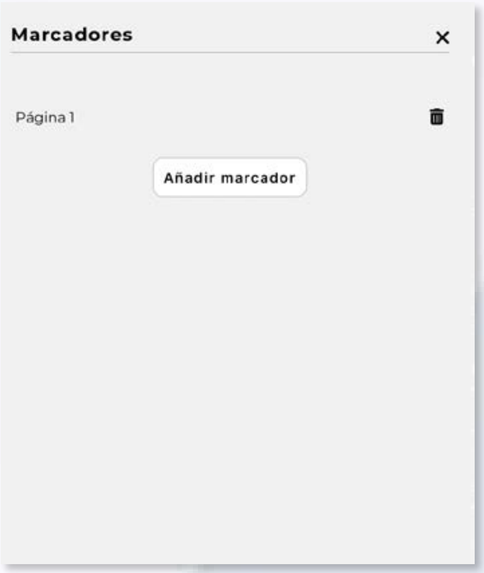
When accessing the full text of a book you will find various options in the left bar:

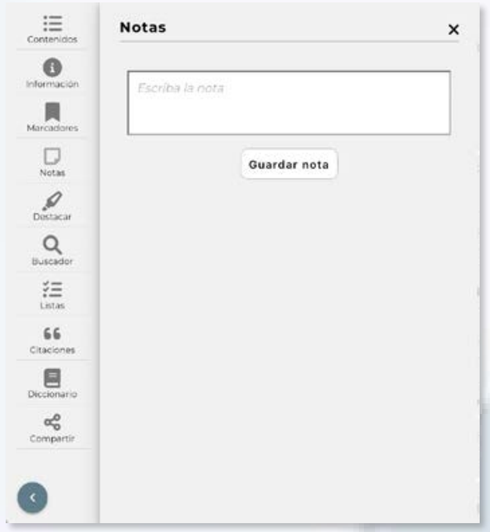


Some of these features are only available for registered users.

BOOKMARKS

You can bookmark a page that you find interesting simply by clicking “Add bookmark”.





NOTES

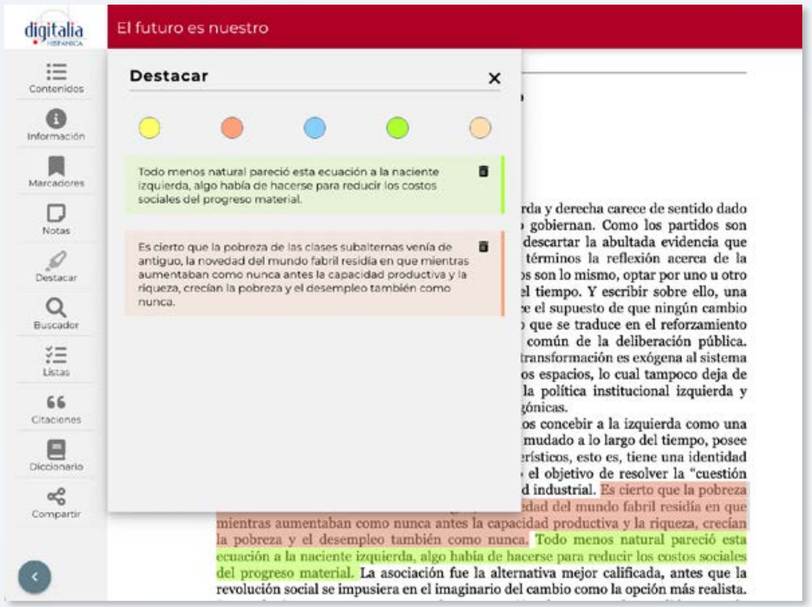
You can also save your annotations in “Notes”. Don’t forget to click on “Save note” when finished!

Online viewer

HIGHLIGHT

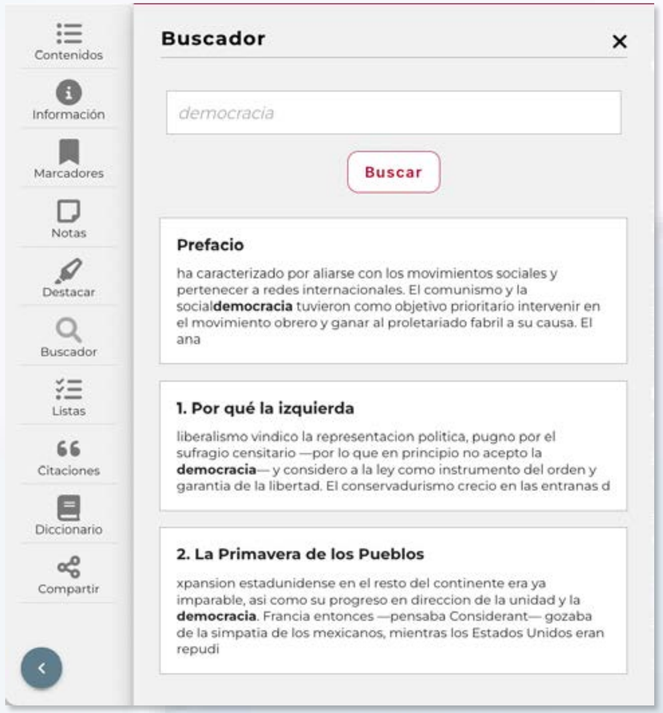
Access “Highlight” and select your preferred color to start highlighting any part of the text. All highlighted text will be saved.

If you do not have any color selected, you will see all the highlights that you have placed in this book. If, on the other hand, you select a color, you will only see the highlights of that color.



SEARCH ENGINE

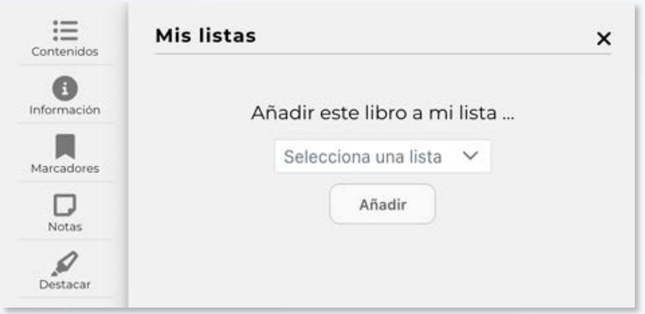
With the magnifying glass we can search for any term within the full text of the book in which we are reading. The search engine does not discriminate accents or capital letters. Type in the word or phrase you want to search for and click “Search”. Next, the results will be displayed with the context in which the word appears:



Online viewer

LISTS

With “My lists”, you can add this title to any of your list of favorites.



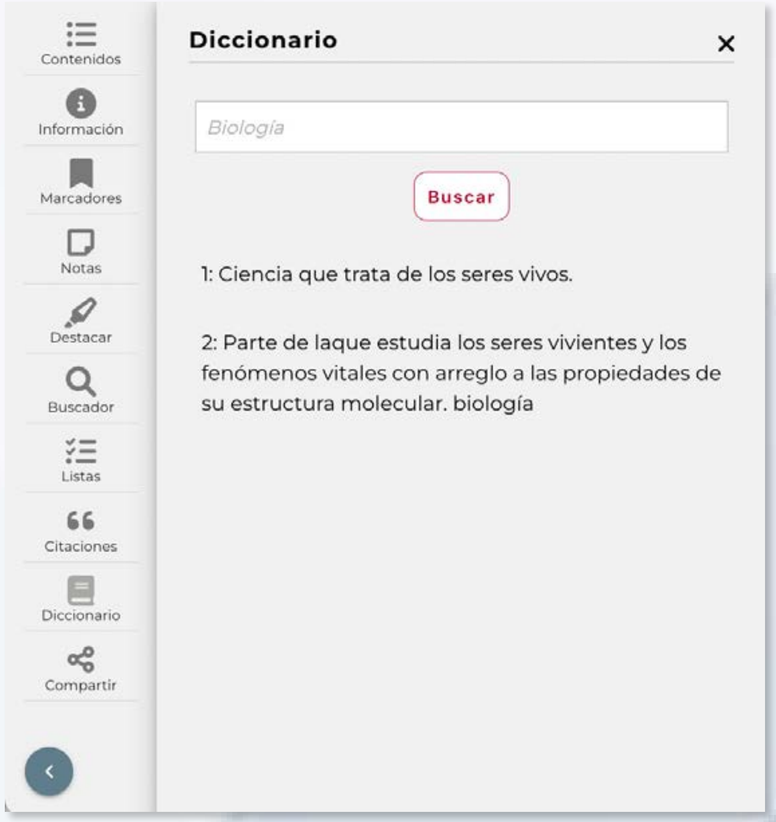
CITATIONS

Download citations in RIS format or use the copy-and-paste function for your preferred bibliographic reference. There are seven citation format options available.



DICTIONARY

Dictionary: Access definitions for unfamiliar terms.



Online viewer

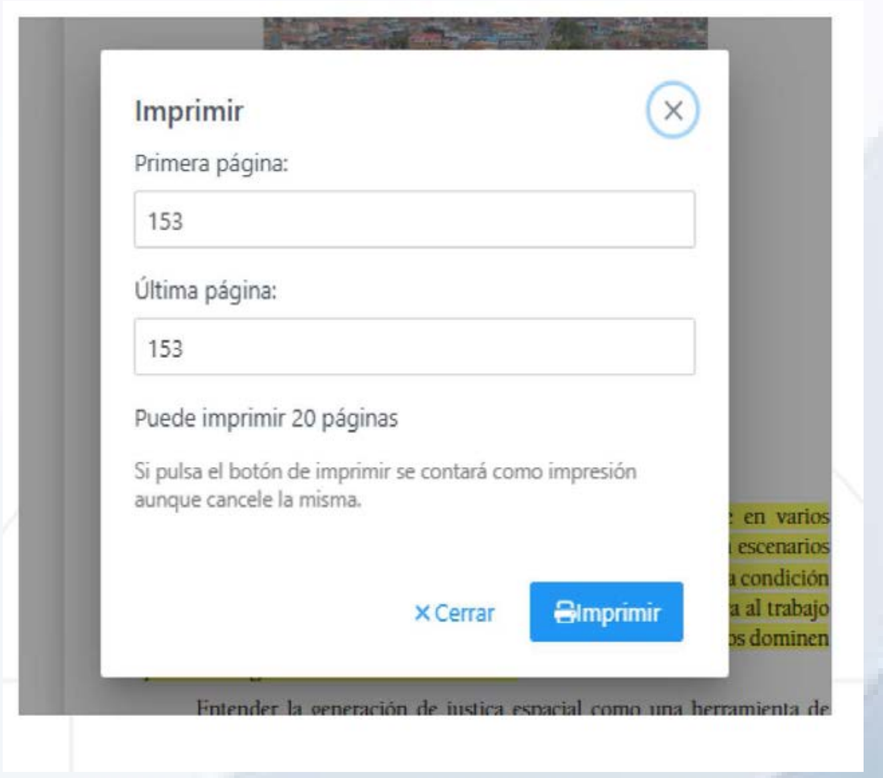
SHARE

You can share the book using the resource's URL or via WhatsApp, Facebook, or email. Important! To access the book, the person you share it with must be logged in to the platform beforehand to view it.



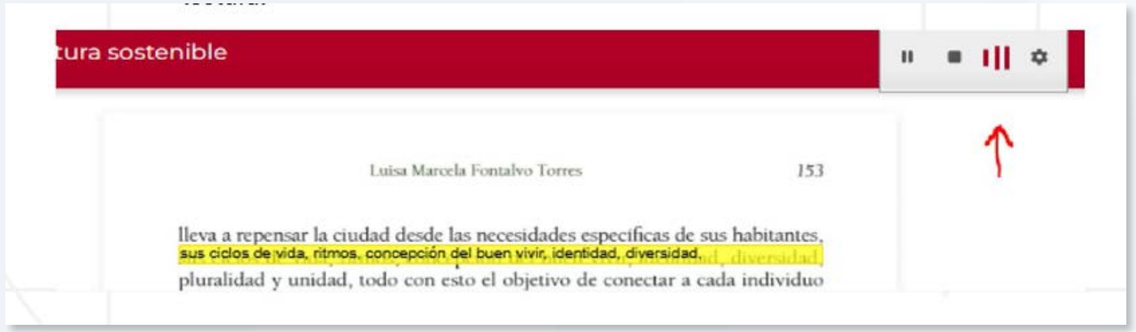
PRINT

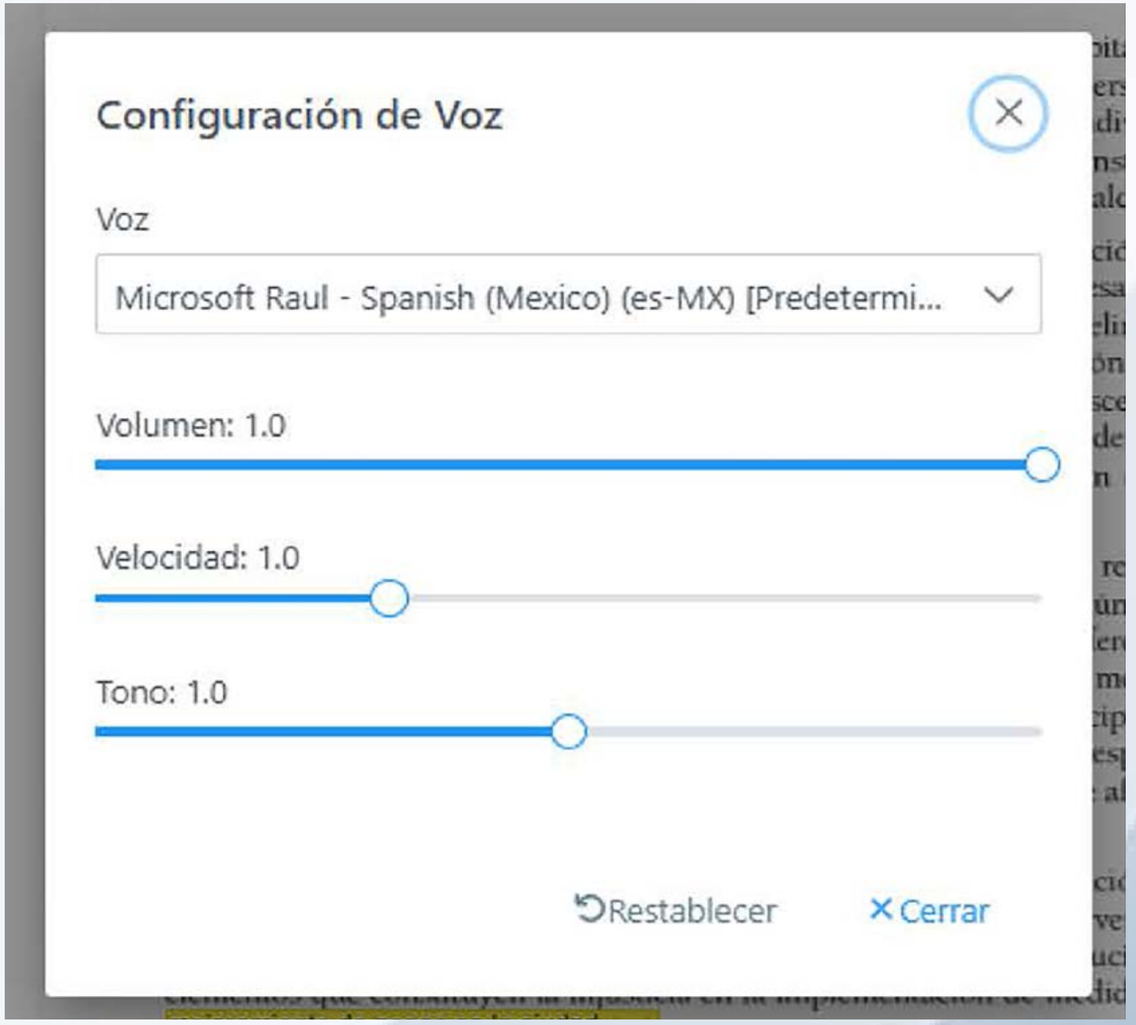
You can print up to 20 pages of your book



TEXT TO SPEECH

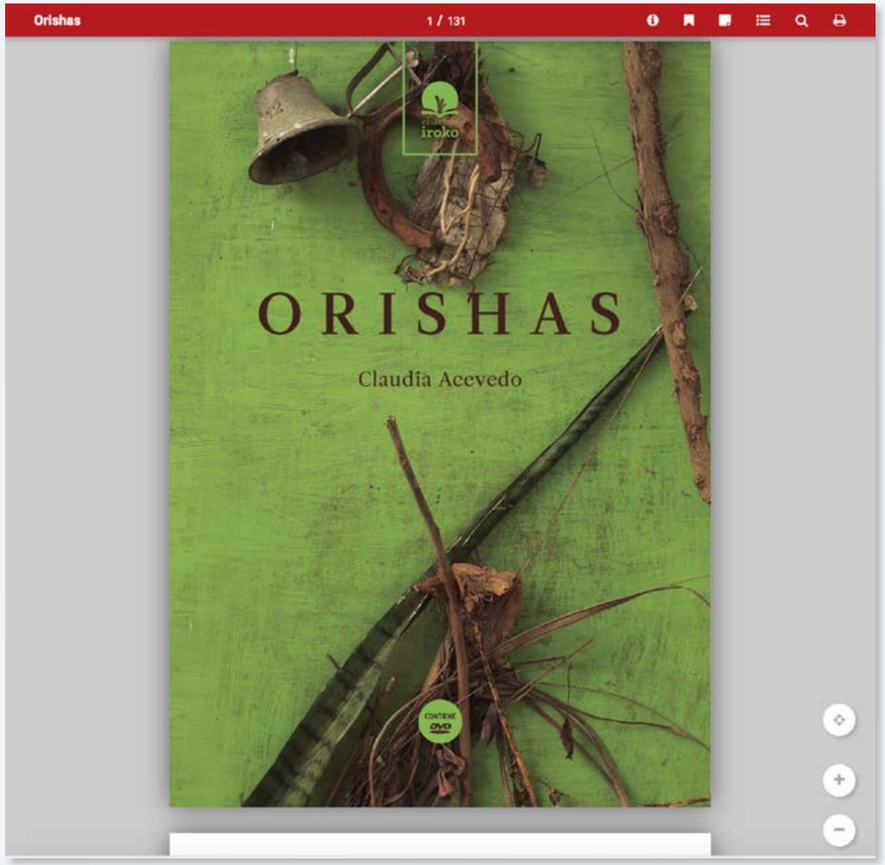
You can activate the read-aloud feature for the full text or a selected portion. You can customize the voice, volume, pitch, and reading speed through the settings option.





PDF viewer

The PDF viewer allows you to perform various actions to make reading easier.



In the upper right corner you will find the buttons with which you can perform the following actions:

Information
Provides you with the book card information.

Bookmarks
By clicking here you can add a bookmark to the page you are on so that you can return to it at any time from this same menu.

Notes
This icon allows you to add a note to the page you are on. You will be able to see all the added notes if you click on this same icon.

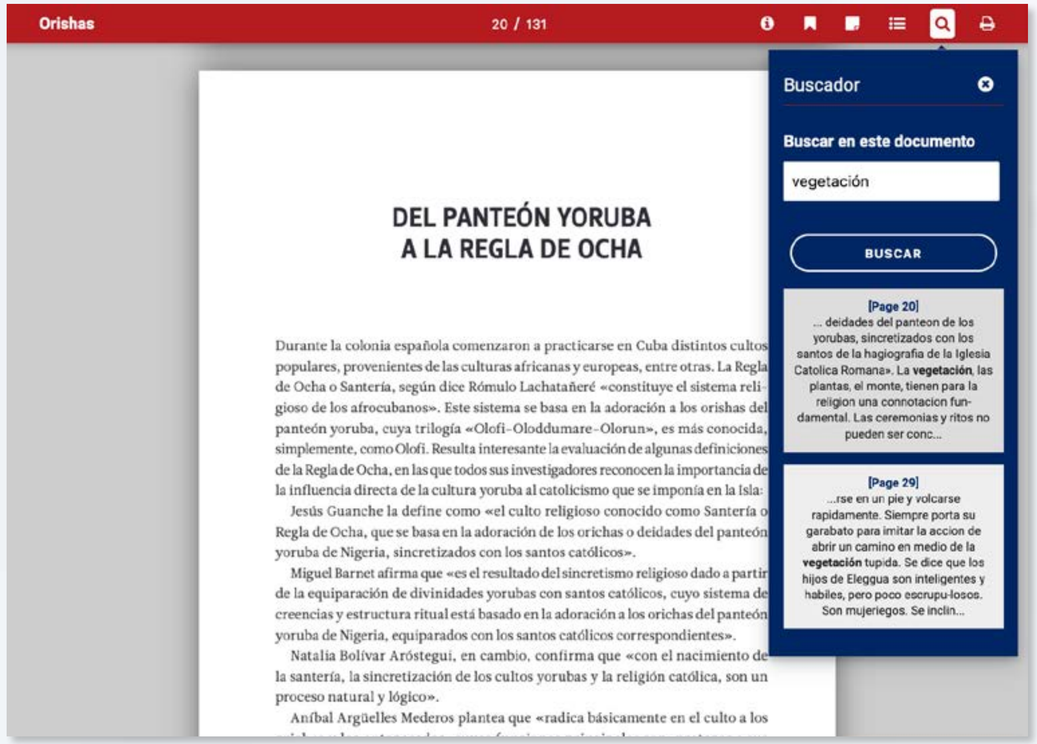
Table of contents
This option will open the table of contents, completely navigable and that will take you directly to the chapter you are interested in consulting.

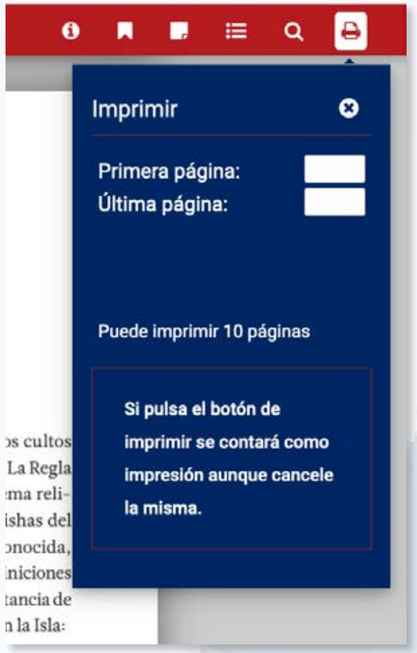
Search
The magnifying glass will allow you to search for full text inside the document.

PDF viewer

By clicking “Search”, the results will be displayed and the searched word will be highlighted in bold. You can click on any result to go directly to the page.

Print
Lastly, this icon allows you to print ranges of 10 pages.



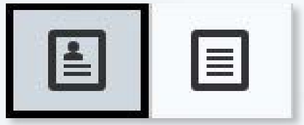


Audio viewer

All the titles that have a PDF viewer also have an audio viewer that allows you to listen to the text as it is read.

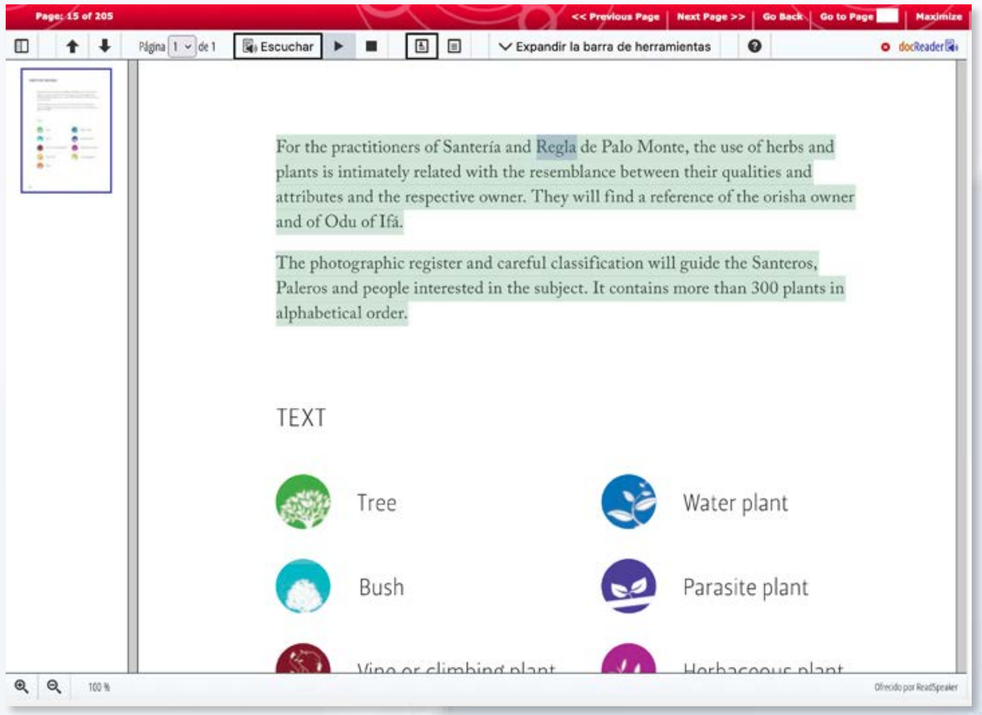
On any page that has text (images cannot be read), click the button “Listen” to start audio playback. With the following buttons you can pause or stop playback.

The next two buttons allow you to select the way to display the pages: layout mode or text mode.





You can also select a part of the text to hear only that part.

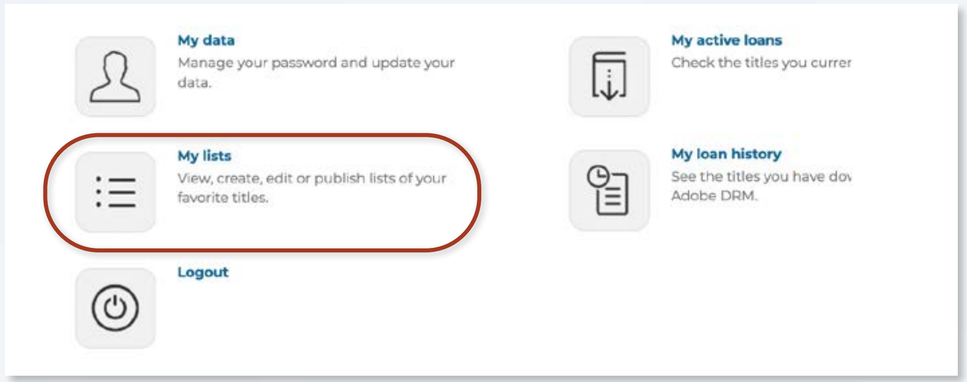


Lists management

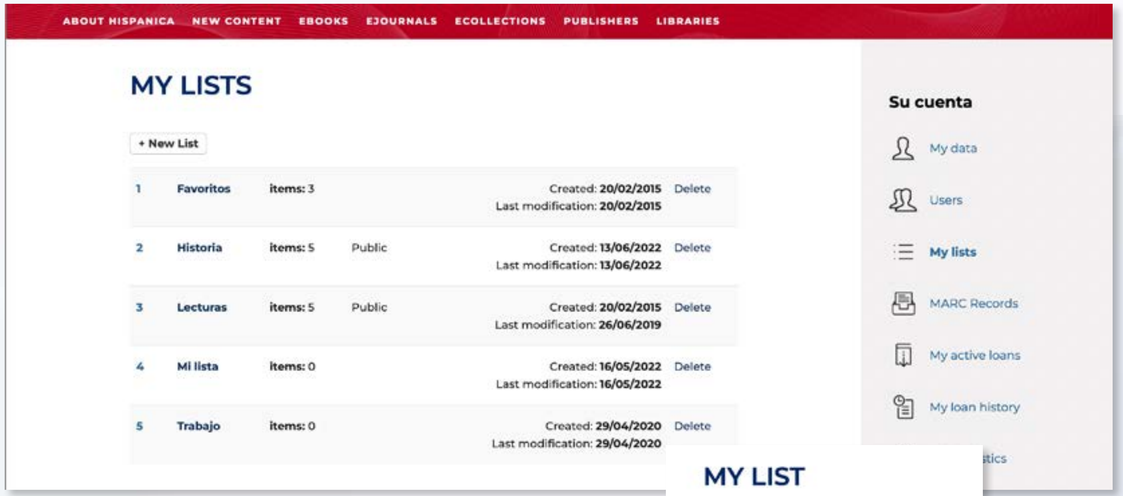
With your personal Digitalia account you can create your own lists of favorites. Let's see how to manage them!

To create your own lists, you will also need to have a personal account in Digitalia Hispánica. If you still do not have an account, we recommend you consulting the corresponding section.
If you already have an account, just click "Login", enter the data with which you registered and "Enter".

In your user panel, click on "My lists".

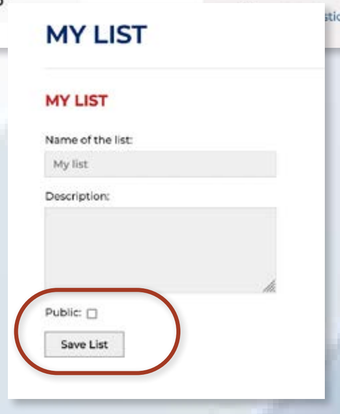


Here your created lists will appear listing the titles each one contains, its status (if it is public or not), and its date of creation and modification. You can also remove any list by clicking "Delete".



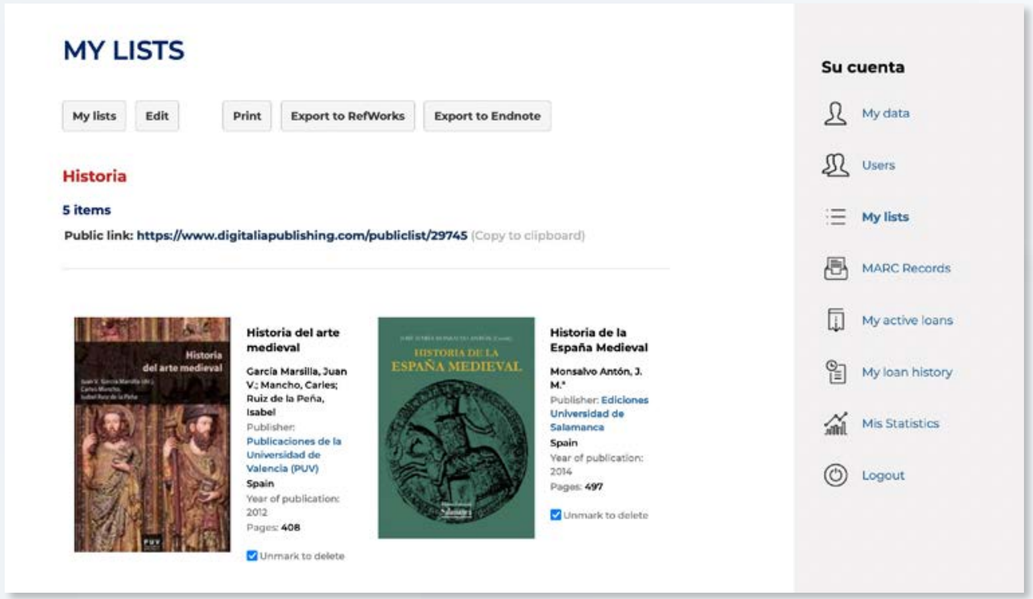
To create a new list, click "New list". Give your list a name and, if you wish, you can include a description.

Similarly, you can choose whether you want to make this list public or not.



Lists management

If you make a list public, once you have created it, you will get a link that you can share with whoever you want.



Anyone will be able to see the selection of titles you made. But remember, they will only be able to access the full text of these titles if they are users of an institution that has contracted the services of Digitalia Hispánica.

You can also print your list or export it to a bibliographic reference manager, as well as remove titles from it.

Now let's see how to add content to our list! In the window that appears when you click "Login", we have a dropdown with all our lists. Make sure you have the list you want selected. You can change it at any time.

If you are browsing our website, a new box will appear under the book cover, where it gives you the option to add the title to the list you currently have selected.

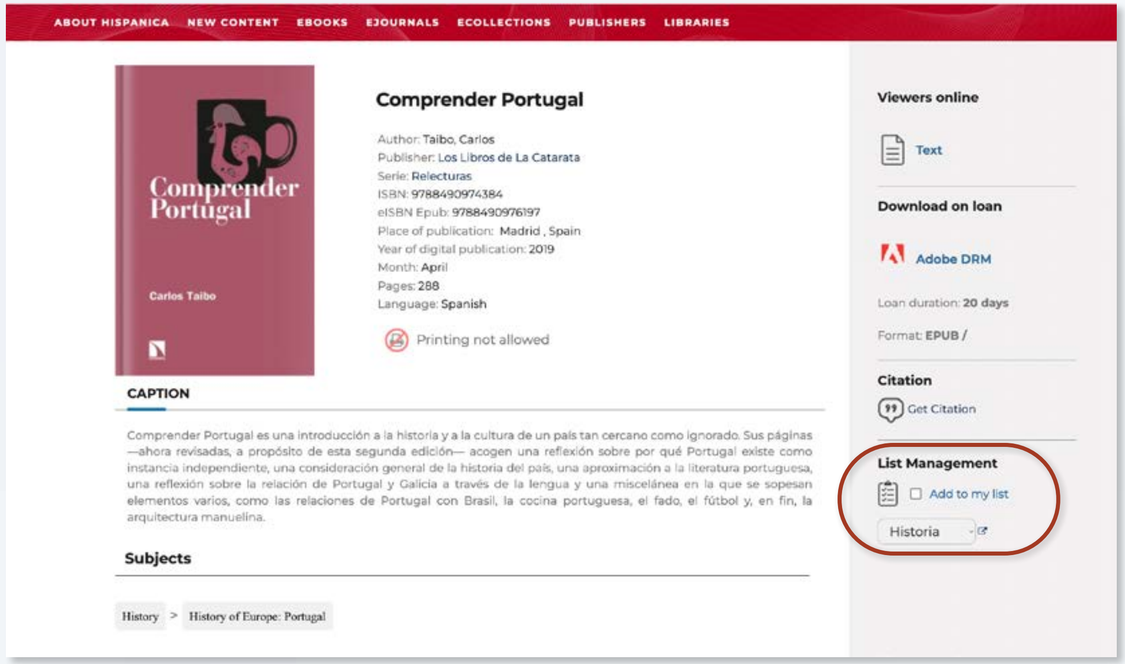




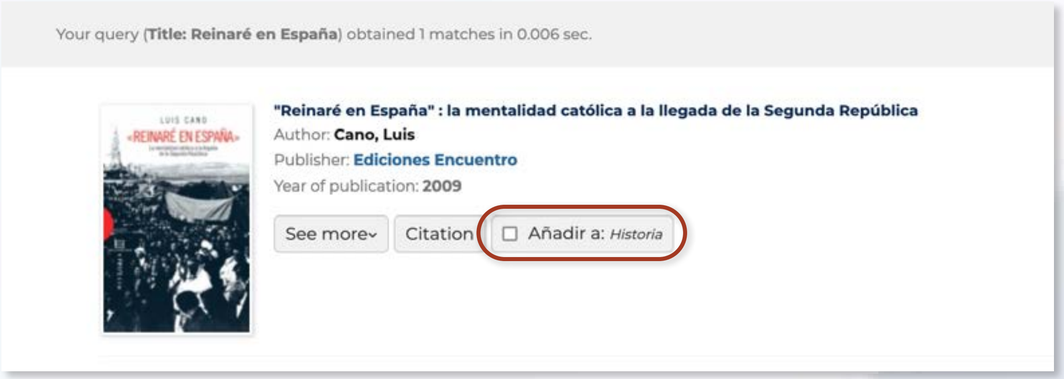
Lists management

In the same way, those that we already have included in our list will appear marked, and we can unmark them in case we want to remove them from the list.

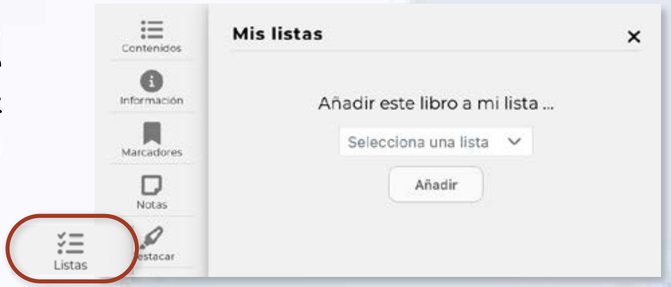
If we are in the file card of a specific book, we will also have the option to add or remove said title from our list.



When performing a search, we can also add or remove titles from our list from the search results.



If we find ourselves reading the full text of a book (in the Online Viewer), we can add it to one of our lists by clicking on the icon “My lists”.



Lists are a great way to keep our information organized, as well as to share it with our classmates or students.

Downloading full texts

f your library has requested this service, you will be able to download eBooks using Adobe DRM.

In order to download a full text from Digitalia, you will first need to install Adobe Digital Editions, a free software, on your computer or device:

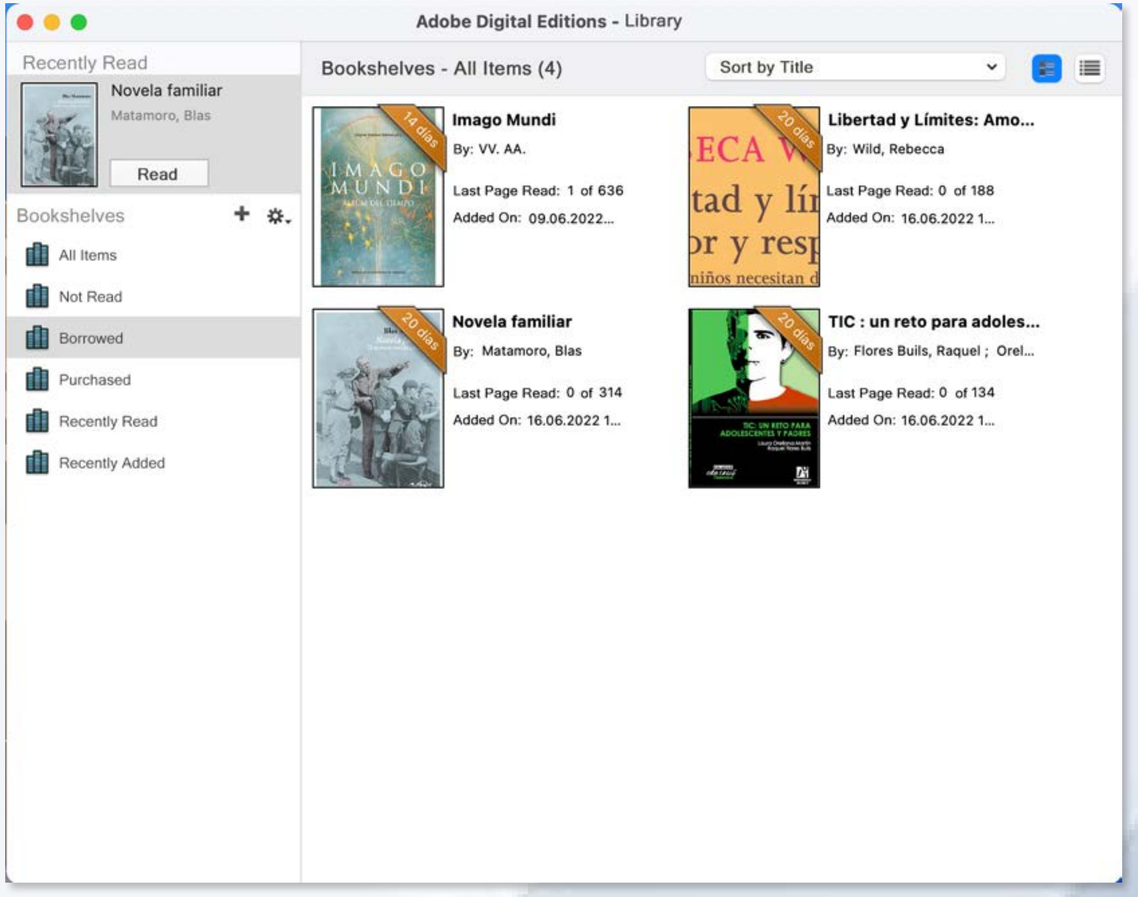
http://www.adobe.com/es/products/digital-editions/download.html

You'll be able to offline read and annotate on downloaded eBooks, and you'll be able to store simultaneously up to 5 books.

Access periods will be 21 days for all documents.

You can always return the books before this period ends.

You don't need reserve a book! All Digitalia books are multi-user, so you can always access them whenever you want.



Downloading full texts

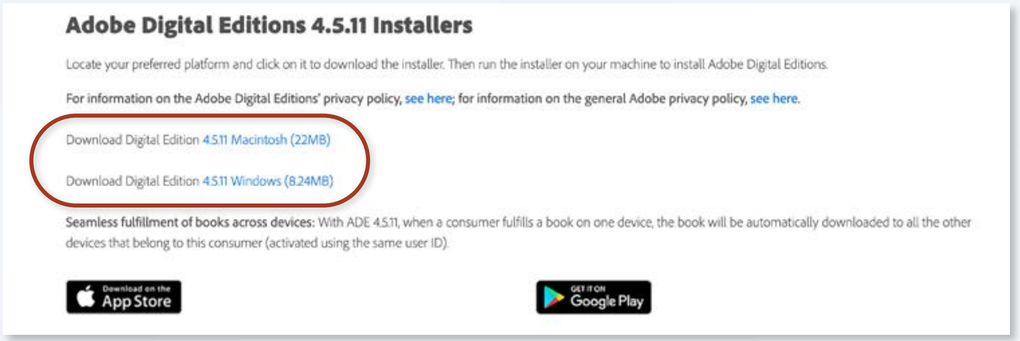
HOW TO INSTALL ADOBE DIGITAL EDITIONS

Before we start:

1) Remember that you'll need to log in to Digitalia Hispánica (www.digitaliapublishing.com) from your institution's facilities, or through the institution's library website.
2) Avoid computers for public use to make your downloads.

First, go to the downloading page of Adobe Digital Editions:
https://www.adobe.com/es/solutions/ebook/digital-editions/download.html

Select the operating system of your computer (Windows or Mac).
When you click, a file will be downloaded, click to open it:

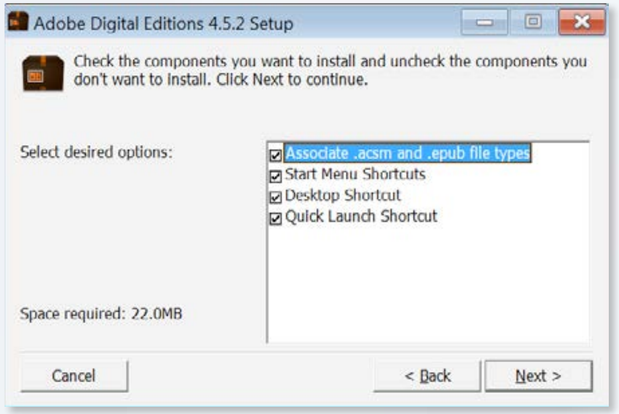


Accept the terms of license and click "Next".

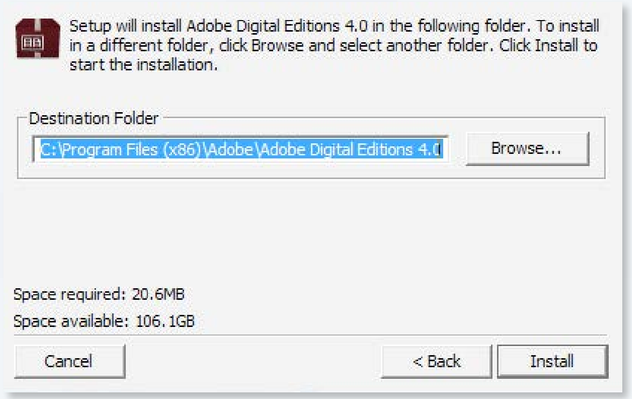


Download on loan

On the next screen, keep the first option selected. Also, you can choose if you want to create shortcuts or not by checking or unchecking the different options:

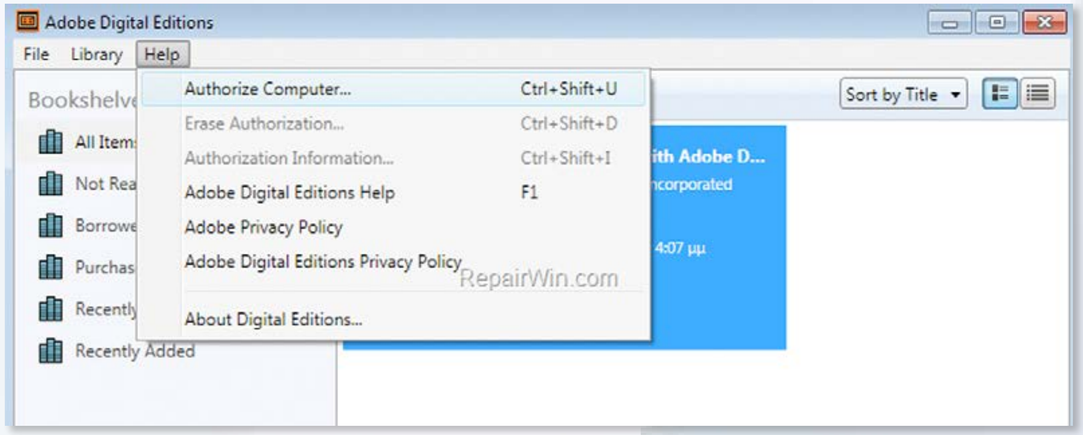


Select the folder where you want to install the software by clicking "Browse", or keep the destination by default.



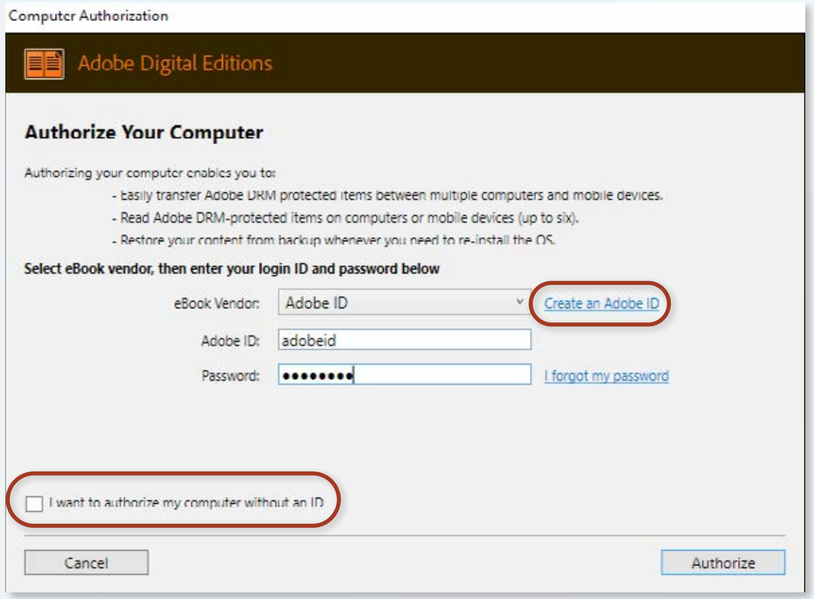
Click "Install."
Once the installation is complete, click "Close", and Adobe Digital Editions will automatically open on your computer.

Now click "Help" – "Authorize PC".



Download on loan

Enter the data of your Adobe ID.



If you don't already have an Adobe ID, click "Create Adobe ID".

You can also proceed without an Adobe ID by checking the "I want to authorize my computer without an ID" option, but we strongly recommend that you create an Adobe ID, otherwise you may find errors when viewing the book from different devices.

Authenticating your installation using your Adobe ID will allow you to read eBooks on up to 6 different devices (PC, laptop, mobile devices, eReaders, etc.). Each device must also authenticate with your Adobe ID.

If you do not authenticate the installation with an Adobe ID, it will remain anonymous and your eBooks will NOT be able to be transferred to other devices.

Please note the following:

1) Any eBooks that have been read or downloaded BEFORE activating your Adobe ID will not be available once your Adobe ID has been activated.

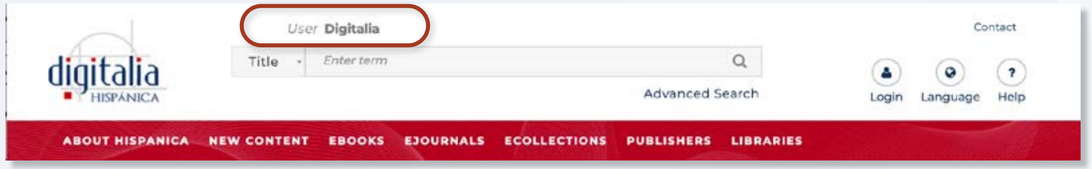
2) Any eBooks that have been read or downloaded with an Adobe ID DIFFERENT from your own will not be available when signed in with your Adobe ID.

Download on loan

DOWNLOADING TITLES FROM DIGITALIA HISPÁNICA

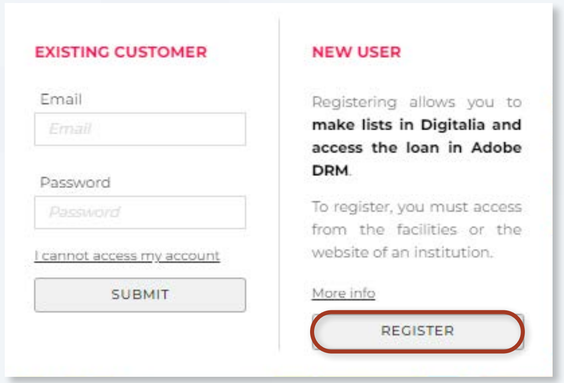
Once your equipment is authorized, you're ready to start downloading books on loan!

Now let's see how to download titles from Digitalia Hispánica.
Once you have accessed Digitalia Hispánica, you will see the name of your institution at the top right of the screen.

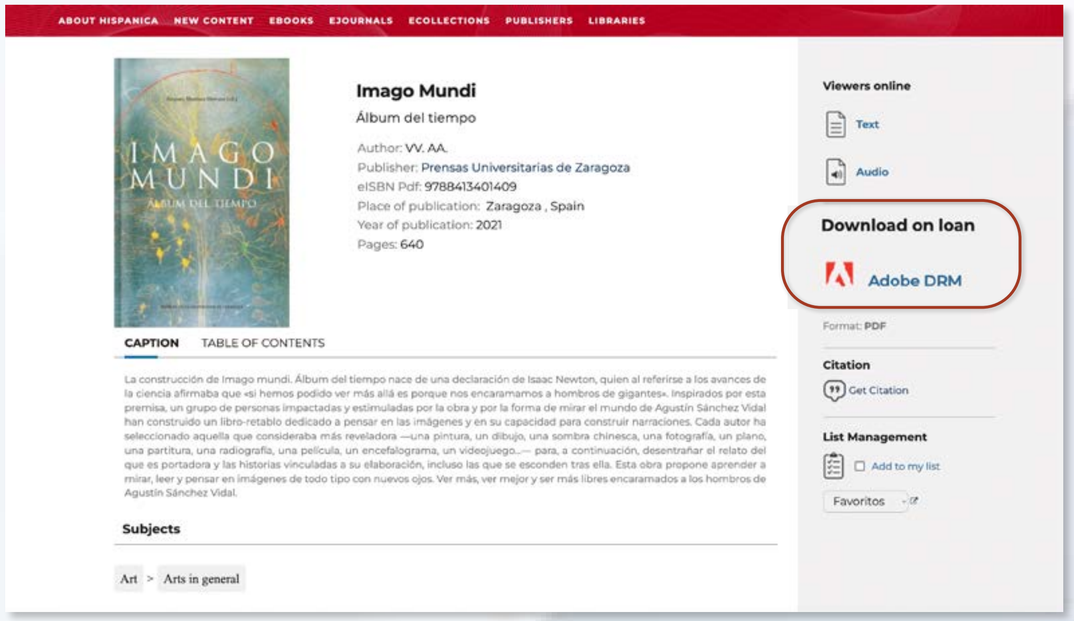


To make a download, you need to identify yourself with your personal account.

If you do not have an account, register by clicking on "Login" and then on "Sign up".



Locate the title you want to download and click on "Adobe DRM".



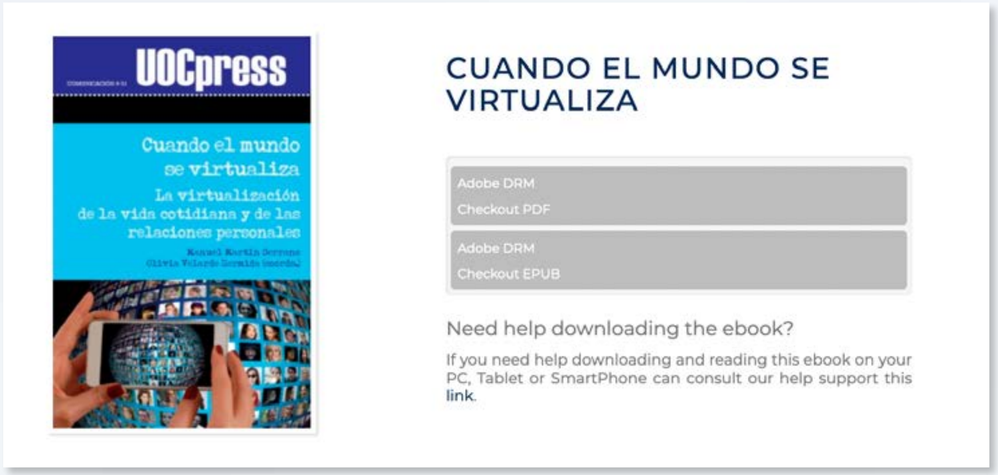
Download on loan

Now select the format in which you want to download, in case there are several available.

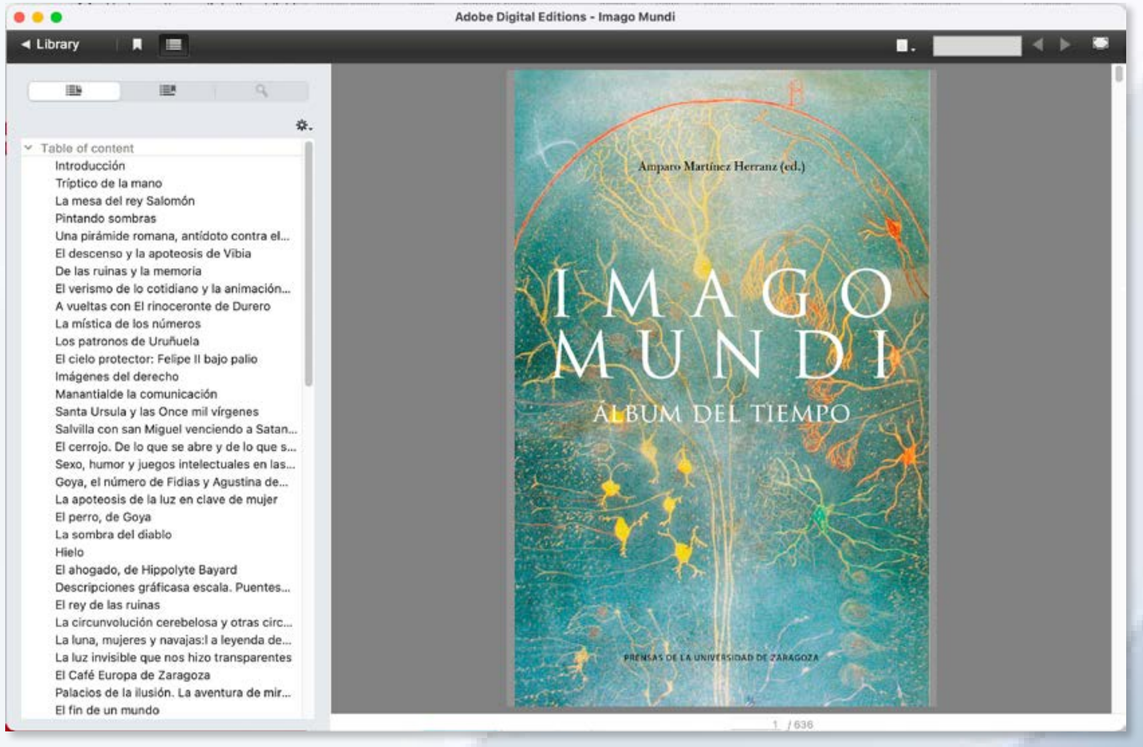
The EPUB format is more flexible and offers more possibilities to adjust the font size to fit the screen.

For printing, the PDF file is more recommended.

At this time, a file with the .acsm extension will be downloaded to your computer.



Click on this file to open it and automatically the full text will be displayed in your Adobe Digital Editions.



Download on loan

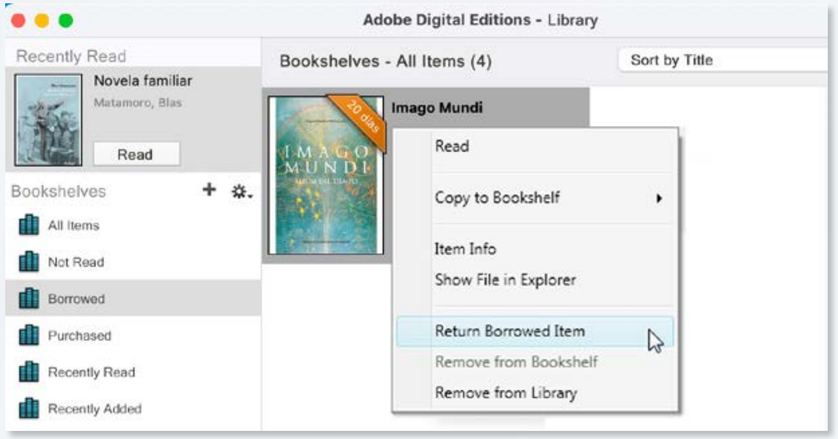
DURATION OF THE LOAN

You can download 5 documents at a time and the loan term is 21 days.

EARLY RETURN

You don't need to return the documents. When the loan expires, the document will be corrupted and you will no longer be able to access it.

But if you want to return documents earlier, you can do so by selecting the book you want to return from your Adobe Digital Editions library. Click on it with the right button of the mouse and then click on "Return borrowed item". Click "Return" to confirm.



TRANSFERING DOWNLOADED BOOKS TO AN EBOOK READER

If you have downloaded an eBook to your computer and want to transfer it to your eReader, please connect your eReader to your computer.

Now, open Adobe Digital Editions and go to your Library. Your eReader will appear on the left under the Devices menu.

Simply select the book you want to transfer and drag it onto your device. Once the transfer is complete, you can disconnect your eReader from your computer.

Download on loan on your mobile device

HOW TO INSTALL POCKETBOOK READER

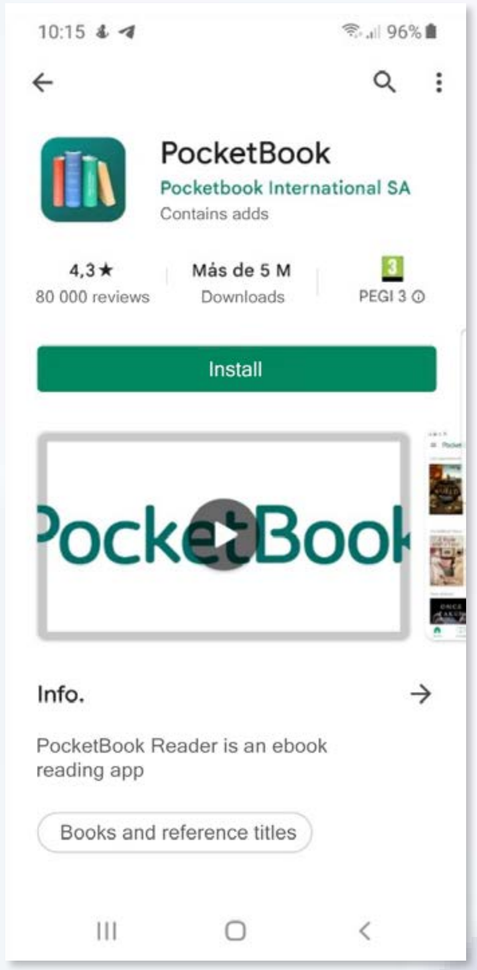
Before you start:

1) Remember that you'll need to log in to Digitalia Hispánica (www.digitaliapublishing.com) from your institution's facilities, or through the institution's library website.

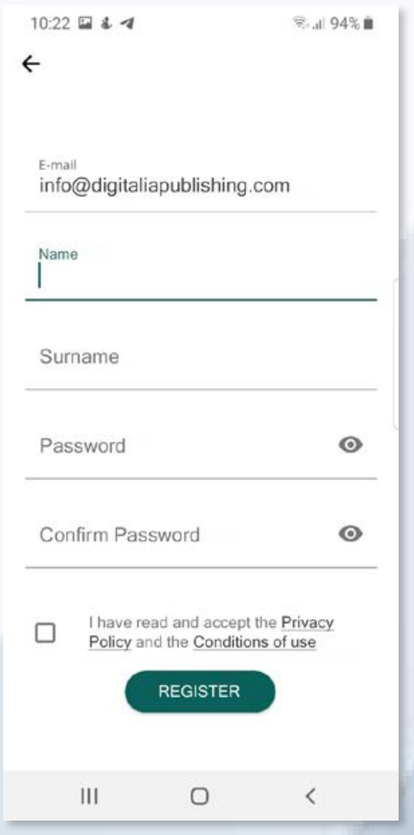
2) You can use any app that supports Adobe's DRM (for example, Adobe Digital Editions, Aldiko, or Bluefire Reader). However, we recommend the Pocketbook Reader app.

To install PocketBook, go to the App Store (iOS) or Play Store (Android).

Enter "PocketBook Reader" and install it on your device.



Once installed, open it. Enter your email and fill out the registration form.

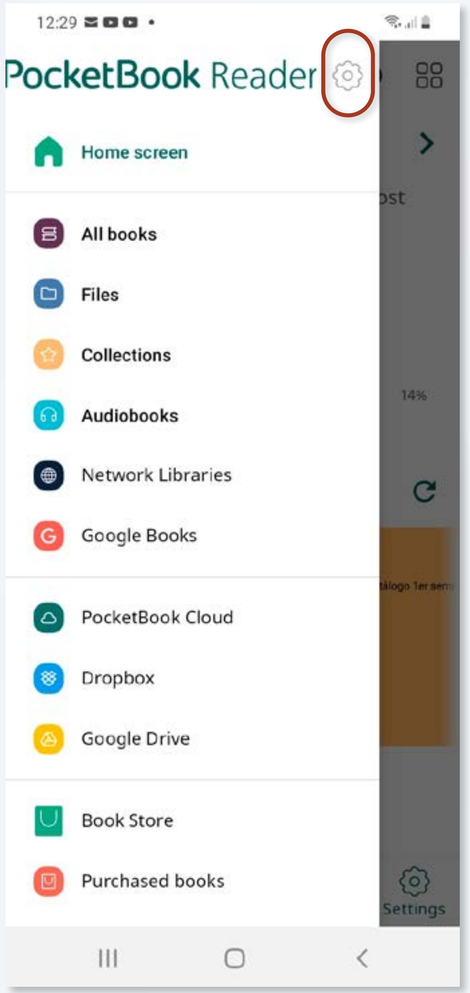


Download on loan on your mobile device

In order to download the books with Adobe DRM successfully, you need to link your device the first time you want to start borrowing books.

On Android devices:
Click on the three-line icon in the top left. Now, go to “Settings” and then to “All accounts”. Select “Adobe DRM” and enter your Adobe ID details.

If you don’t have an Adobe ID yet, click “Create” at the bottom of the screen.

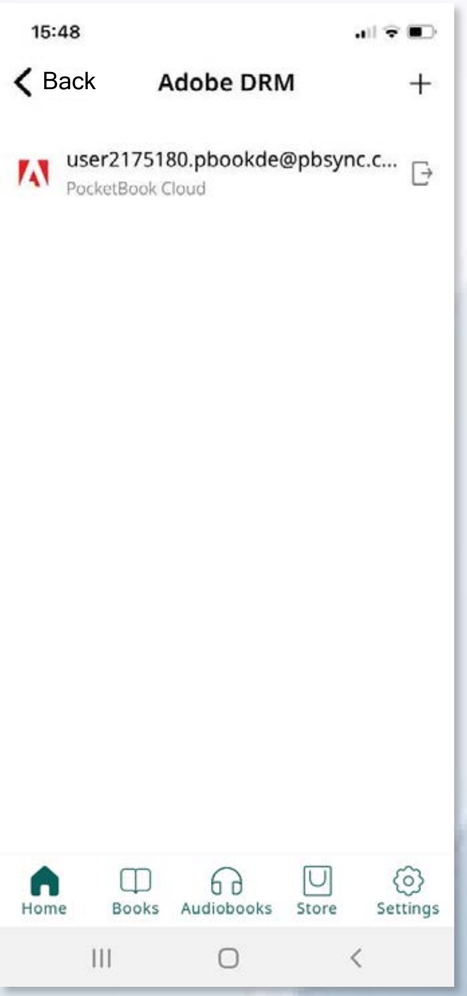


On iOS devices:
Click on “Settings” in the lower right corner and “Adobe DRM”.

Click the “+” sign in the top right and enter your Adobe ID details.

If you don’t have an Adobe ID, click “Create Adobe ID” and follow the instructions.

Now that you have your device paired, you can now start downloading titles on loan!

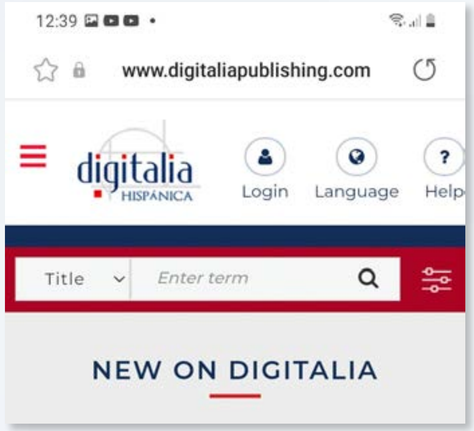


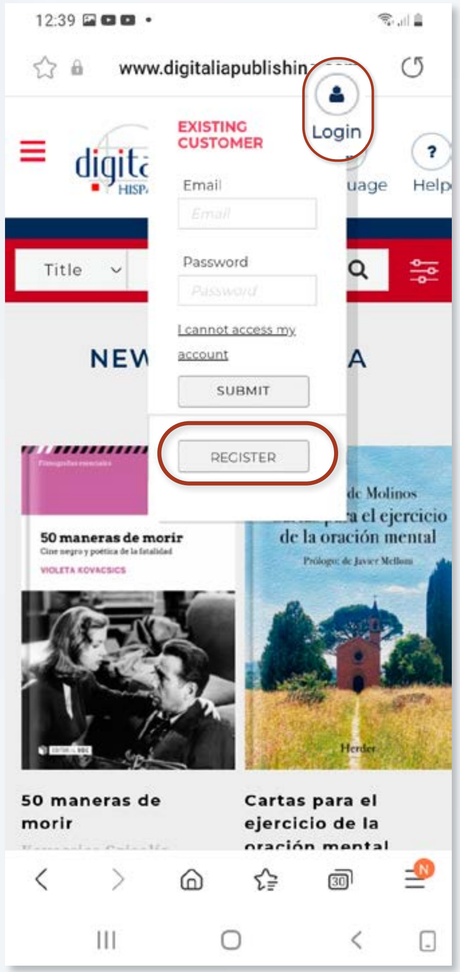
Download on loan on your mobile device

DOWNLOADING TITLES FROM DIGITALIA HISPÁNICA

Once you have accessed Digitalia Hispánica, you will see the name of your institution in the central part of the screen.

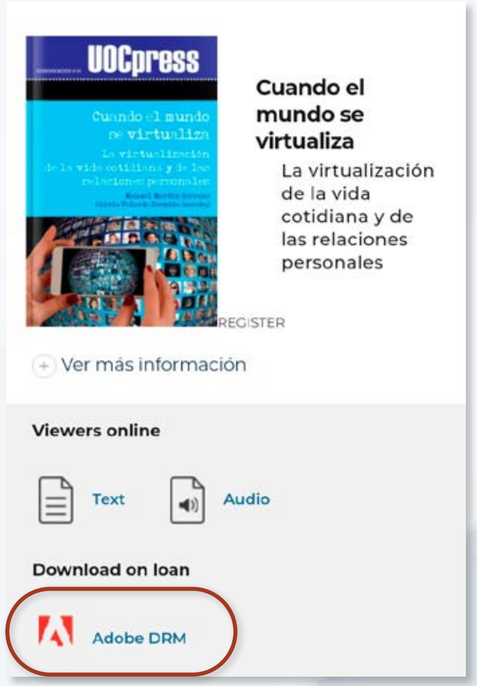
To make a download, you need to identify yourself with your personal account. If you do not have an account, register by clicking “Register”.





Locate the title you want to download and click on “Adobe DRM loan”.

Now select the format in which you want to download, in case there are several available.





Download on loan on your mobile device

At this time, a file with .acsm extension will be downloaded to your device.

Usually, the device itself will directly offer the option “Open in Pocketbook”. Otherwise, access the Downloads folder and click on this file to open it.

OFFLINE READING

To read a downloaded book, internet access is not required.
On your device, open the PocketBook app and open one of the books you’ve already downloaded.



DURATION OF THE LOAN

Now the title will be saved in your PocketBook library and you will be able to read it for 21 days. At the end of this period, the book will be returned automatically.

PocketBook Reader app does not allow manual return of books.



LÍA - Artificial intelligence

What is LÍA?

LÍA is the artificial intelligence assistant integrated into Digitalia Hispánica. It has been designed to optimize your searching, browsing, and reading experience by providing advanced tools for research and bibliographic discovery.





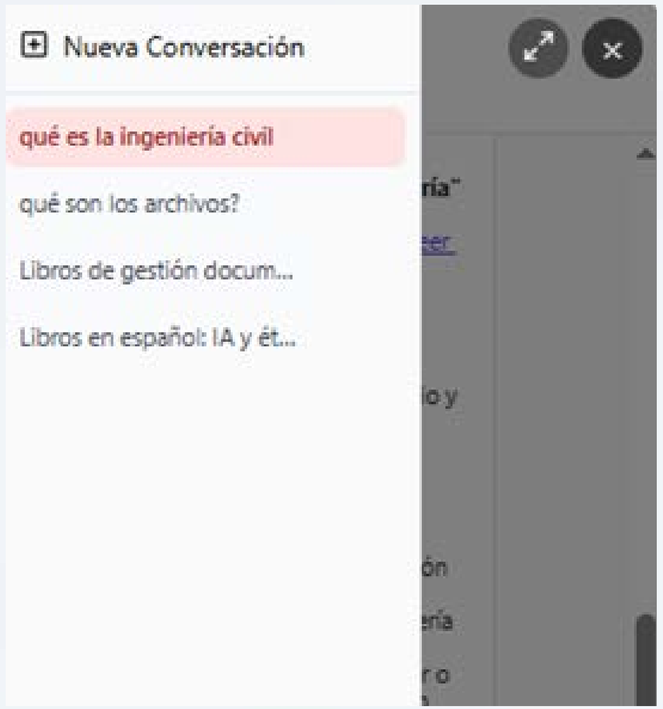
Important: To activate LÍA, you must log in using your registered credentials. If you are unsure of your login details, please consult your library staff.

LÍA - Artificial intelligence

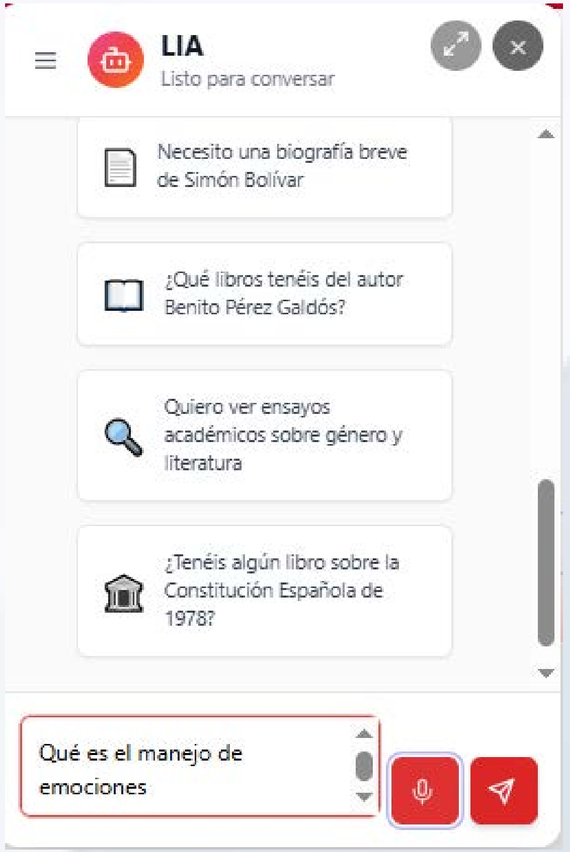
Advanced Interaction and accessability

LÍA offers tools to facilitate continuous interaction:

Conversation History: LÍA automatically saves a record of your previous queries, allowing you to resume your research or review past answers at any time.



Voice Search: You can dictate your queries instead of typing them. Simply click the active microphone icon within the chat to enable this feature. After stating your query, press Send to execute the search.

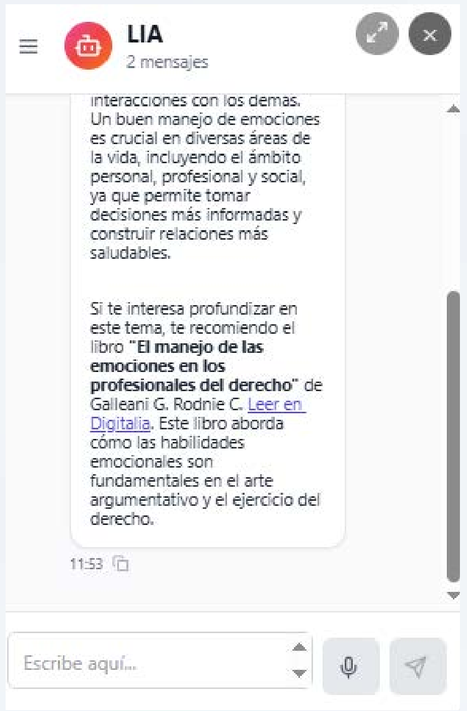


LÍA - Artificial intelligence

Core Search and Recommendation Features

LÍA helps you navigate the Digitalia catalog intuitively, seamlessly, and continuously:

Book Search: Submit queries on specific topics and receive precise, relevant results.



Direct Access Links: Access suggested books immediately through links integrated directly into the response.

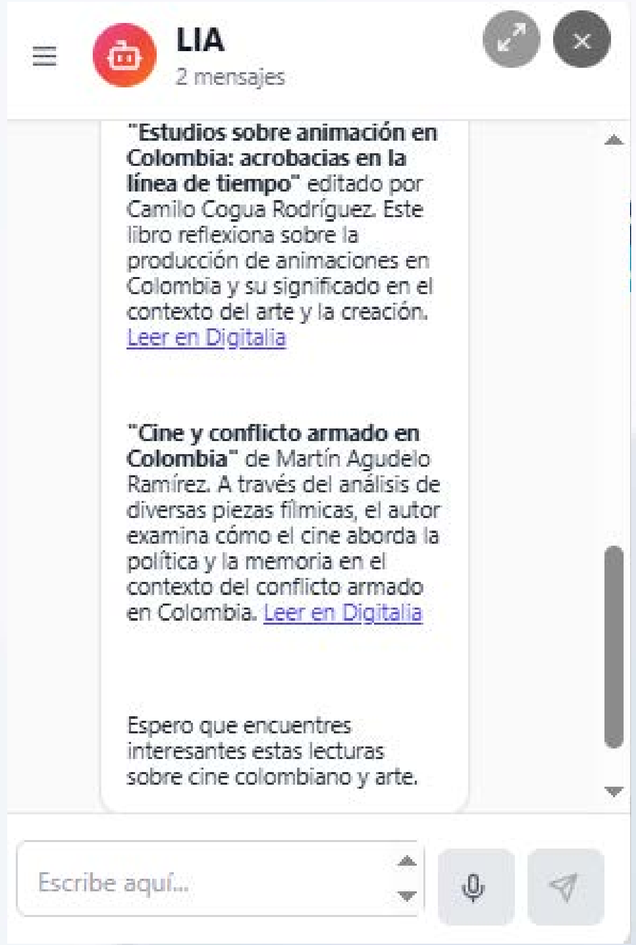


LÍA - Artificial intelligence

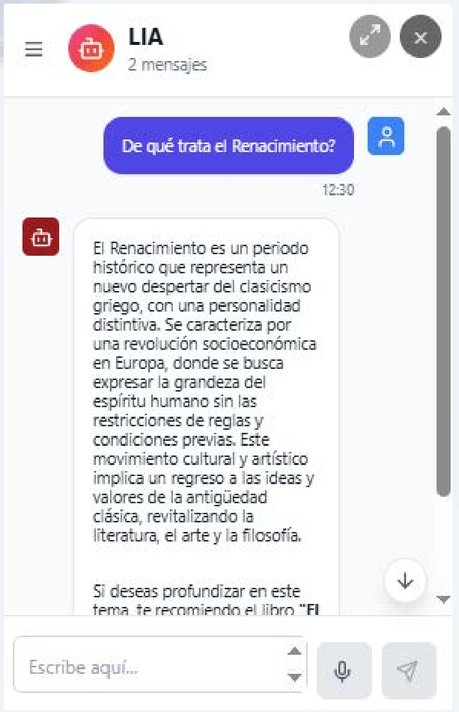
Author and Book Recommendations: Receive personalized suggestions based on your areas of interest or current research.



Subject Linking: Connect concepts across different disciplines and fields of knowledge.



LÍA - Artificial intelligence



Conceptual support and contextual information

LÍA functions as a dynamic study and information-gathering integrator. You can request definitions and initial context for any concept, movement, theory, or historical event to strengthen your knowledge base before you begin reading.

How to use LÍA in the online reader

1. Open the LÍA panel within the reader.

2. Select the text fragment you wish to summarize.

3. Copy the text and paste it into the LÍA chat with the instruction: ‘Summarize this fragment’.



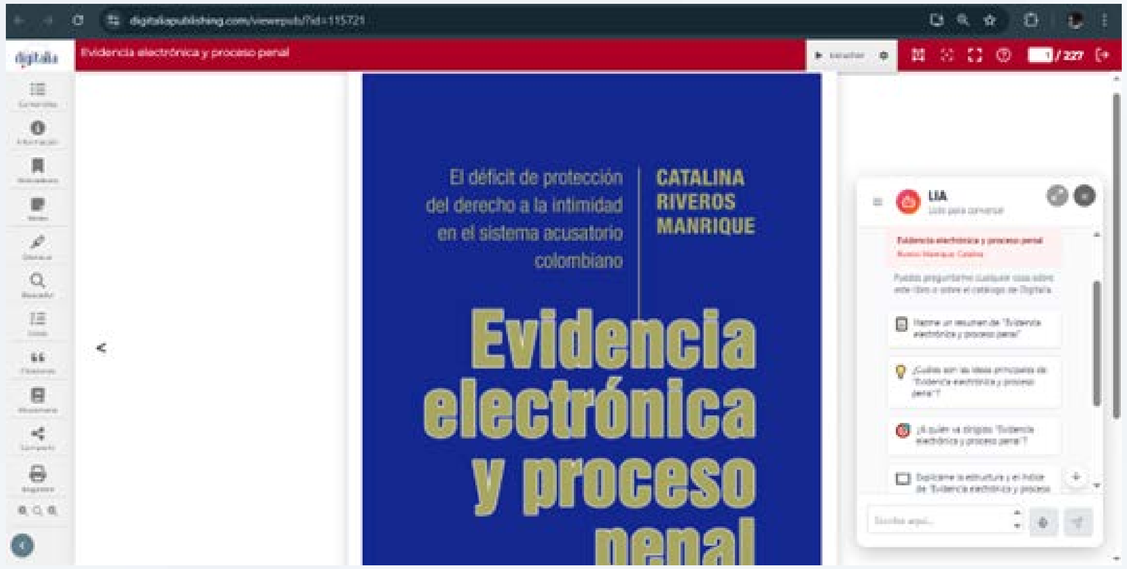
Using LÍA in the online reader

One of LÍA’s most effective features is its direct integration into the online reader.

LÍA - Artificial intelligence

Full Book Summaries, Keywords, and Study Sessions

If you would like a general overview of a title before starting a detailed reading, you can ask LÍA for a full summary of the work. This feature allows you to identify key ideas, core content, additional author information, and related books.



Navigation Tips

-Log in to your Digitalia account to activate LÍA.
-Check with your institution to verify which Digitalia resources are available to you.
-Interact with LÍA using natural language, ensuring your instructions are clear and specific.
-Use follow-up questions to dive deeper into any topic.
-Use LÍA for quick fact-checking while writing your papers or assignments.
-Navigate the platform's diverse content efficiently and effectively with LÍA's support for all your research needs.

Troubleshooting

WHY CAN'T I DOWNLOAD A BOOK ON LOAN?

There may be several reasons why you cannot download a book on loan:

- Make sure you are accessing through your library's website, or physically from their facilities. To check it, look to see if the name of your institution appears at the top of the screen. Otherwise, please contact the library staff.

- If you are accessing through your library but cannot see the download button, it could mean that your library does not have this service. Please check with the library staff.

- If you already have 5 active loans, the system will not allow you to download more until you return one of them or the loan expires. Check how many active loans you have by visiting the "Active loans" section of your Digitalia account.

- If you have already downloaded 5 documents on the same day, the system will not allow you to download more until 24 hours have passed since the last loan.

HOW TO SOLVE COMMON ERRORS IN ADOBE DIGITAL EDITIONS?

E_ADEPT_NOT_READY or E_ACT_NOT_READY
This error occurs when the authorization information is corrupted. The solution is to reauthorize Adobe Digital Editions.

E_LIC_ALREADY_FULFILLED_BY_ANOTHER_USER
This message indicates that the book was downloaded with a different Adobe ID than the one you are currently using.
Check if Adobe Digital Editions (ADE) is authorized with the same Adobe ID you used to download the book. If it is not authorized, deauthorize ADE and authorize it again with the correct ID.
If you downloaded the book without an Adobe ID and receive this message, please write to us at soporte@digitaliapublishing.com with the title and URL of the book and the e-mail you registered with in Digitalia. We will return the book for you and you can download it again with the correct Adobe ID.

E_ADEPT_NO_TOKEN
This error indicates that there was a problem downloading the file. Please write to us at soporte@digitaliapublishing.com with the title and URL of the book and the e-mail you registered with in Digitalia.

Troubleshooting

E_ADEPT_REQUEST_EXPIRED
This message is displayed when the system settings (time, date or time zone) are incorrect or when you try to open an .acsm file that has already expired (the file expires about 10 minutes after downloading it).
Please check the time, date and time zone settings on your computer. Then download the file again and open it immediately.

E_BAD_LOAN_ID or E_LIC_ALREADY_RETURNED
This error usually appears when trying to return a book to Adobe Digital Editions (ADE). Usually, the book has been returned successfully but still appears in your ADE library.
Check in your Digitalia account if the book has been returned. If it does not appear in your active loans (not to be confused with your loan history), it has been returned. So, you will just need to remove the book from your ADE library (without returning it).
If the book is still listed as an active loan, please write to us at soporte@digitaliapublishing.com with the title and URL of the book and the e-mail you registered with in Digitalia. We will return the book for you.

E_STREAM_ERROR
To resolve this error please download the latest version of Adobe Digital Editions (ADE). You can also try to deauthorize ADE and authorize it again.

Many other issues can be solved by deauthorizing Adobe Digital Editions and authorizing it again (go to the Help menu and click “Delete authorization” or press CTRL+Shift+D)..

If your issue is not listed above, you can search for the name of the error in the Adobe Digital Editions official support page.

You can also try by updating the latest version of Adobe Digital Editions.

Contact



London | New York | Cd. de México | Bogotá | Quito | Barcelona | Quebec

Digitalia Publishing

✉ Sales:
info@digitaliapublishing.com

✉ Support:
soporte@digitaliapublishing.com