

## WELCOME TO EXPUB

### Things to do as a new user of ExPub

- Go to the Hanford Technical Library website  
Internal <https://library.pnl.gov>  
External <http://libraryweb.pnl.gov>  
Using the left-hand navigation, go to:  
*Research Tools > Databases > ExPub*
- Watch the scrolling news in the right pane of the home page for content adds and updates

### Collections

- List of databases included: Menu Bar > Products
- Description of databases: Menu Bar > Products
- Updates and additions history: Menu Bar > Products > What's New
- Support documents for collections, such as Appendices, Ranking, Guides: Menu Bar > Help > Support Documents
- Where to Find: Menu Bar > Help > Where to Find

### Search functions available

- EXPERTIndex™
- EXPERT Full-Text
- TOXLINE® Advanced
- Table of Contents

### Searches

- For more than basic EXPERTIndex™ search:  
Menu Bar > Search
- Detailed information on using search functions:  
Menu Bar > Help
- EXPERTIndex™ is default and will appear immediately upon login
  - Search for a chemical substance
  - Can search by CAS# (with or without dashes) or EINECS# (xxx-xxx-x)
  - Starts with: substance with names starting with the substance you enter. Select the substance you want from the list of search results.
  - Exact match: substances whose name exactly matches the search term.
  - Contains: substance whose name contains the term you enter.
- EXPERT Full-Text: conduct Boolean full-text searches across the body/text of all documents in the underlying collections.
- TOXLINE® Advanced: conduct Boolean full-text searches across the body/text of all documents in the TOXLINE® collections.
- Table of Contents: fast access to the Lists included in ListEXPERT™. (A few Lists are simply too large to open in PDF, such as the TSCA Inventory. If you need the entire file, contact us for other options.)

### ListEXPERT™

- Finding the current list of Lists
  - EXPERTIndex™ search on any substance
  - Click on the ListEXPERT tab
  - Click on the words in red, "click here"

### MyEXPERT™

- Allows users to personalize the default view of search results, including which databases are displayed, and in what order.
- Menu Bar > Help > Using MyEXPERT™
- To set up MyEXPERT™
  - EXPERTIndex™ search on any substance
  - Click on MyEXPERT tab

### ExPub Toolbar

- Quickly search ExPub from any website: drag and drop term, bypasses login to ExPub
- Menu Bar > My Account > Downloads

## **Contact the Library**

Information Desk: (509) 372-7430

Fax: (509) 372-7431

Email: [pnl.techlib@pnl.gov](mailto:pnl.techlib@pnl.gov)

## **ExPub Account Representative**

For help, training, comments, questions

Judy Martin (303) 504-6390

[Jmartin@ExPub.com](mailto:Jmartin@ExPub.com)

## **Contact ExPub**

**You are important to us!** Don't ever hesitate to e-mail or call us with comments or questions. If you need a collection we don't have, tell us. We will try to get it for you! We rely on your feedback to make our products the best they can be!

ExPub: (720) 529-9366

Fax: (720) 528-7937

Toll Free: (866) 693-9782

Tech Support: [Techsupp@ExPub.com](mailto:Techsupp@ExPub.com)