



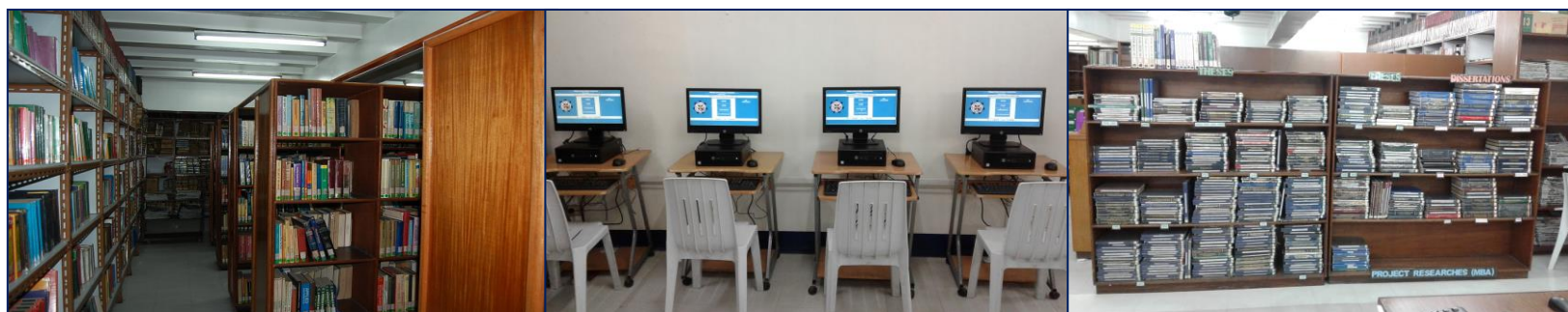
PSBA

PHILIPPINE SCHOOL OF BUSINESS ADMINISTRATION

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Manual for Graduate School of Business (GSB) Library System



**An Official Publication of the ICT,
Philippine School of Business Administration, Manila**

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Information and Communication Technology (ICT) Unit

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A. How to LOG-IN into the computer windows:

1. **Power ON** the Computer System by pressing the power button
2. When the system successfully boot-up, Press **CTRL+ALT+Delete** keys simultaneously to LOG-ON
3. Type the word **“USER”** on the provided field
4. Wait until the system display the Desktop Environment
5. Done

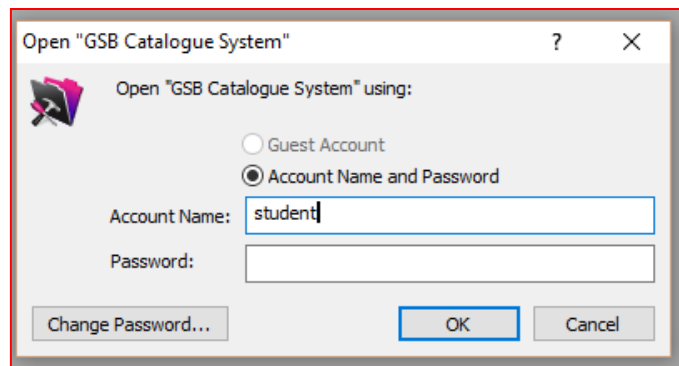
B. How to use GSB Catalogue System:

1. Double Click GSB Catalogue System icon

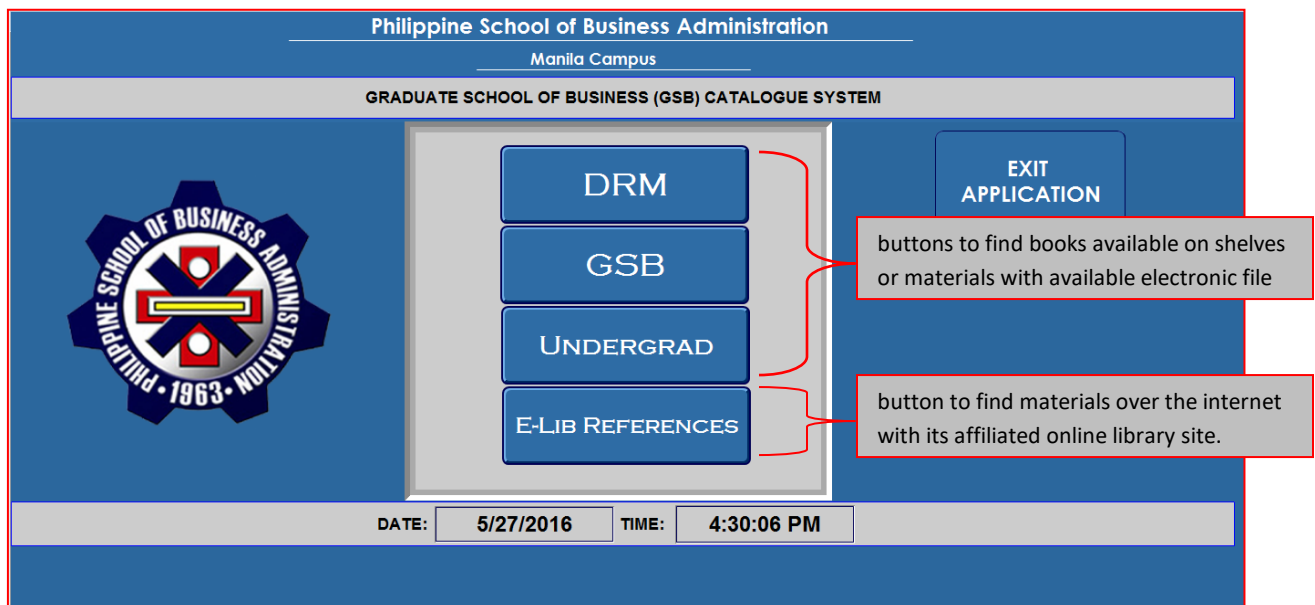


found on the desktop screen.

2. When application open, type "student" in the Account Name field and leave the Password field blank and hit enter key or click OK button. (refer to the image below)

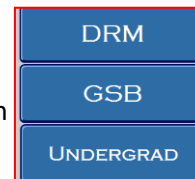


3. **Main Page** of application would display for user to search available materials. (refer to the image below)



4. After choosing and clicking the **DRM, GSB or UNDERGRAD** button

, sub page would display. (refer to the image below)



Philippine School of Business Administration
Manila Campus

GRADUATE SCHOOL OF BUSINESS (GSB) CATALOGUE SYSTEM

To search for any materials, please fill-up the following fields.

TITLE: Attaining Sustainable Energy for All : Third
AUTHOR: Asian Development Bank
SUBJECT: ENERGY / ACCESS TO ENERGY

NEW SEARCH

Show All Records Available No. of Book/s: 819 VIEW SEARCH

Press ENTER key after your SEARCH

DATE: 5/27/2016 TIME: 4:39:27 PM

field to search book title
field to search book author
field to search book subject
Click FIRST this to button to start searching material/s by typing the book title, author or subject to its corresponding field.
Click this button to view searched material/s

Button to show all records in the database
Total number of books in the database

BACK to MainPage

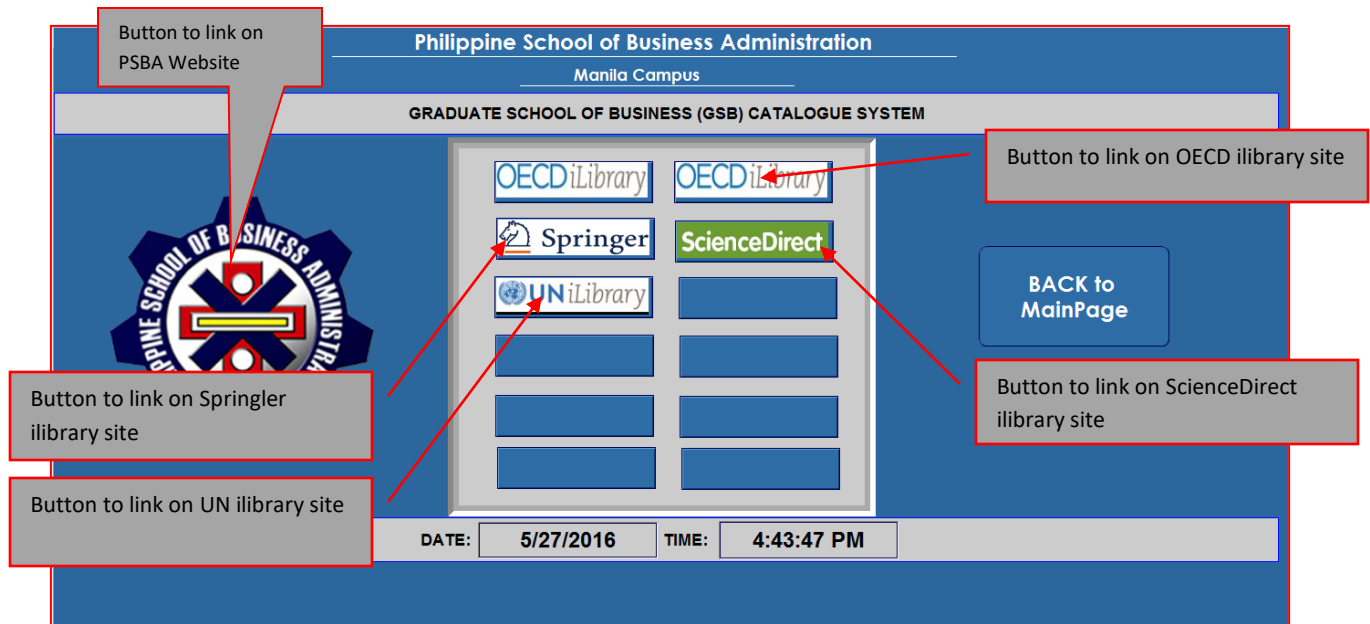
5. After clicking the **VIEW SEARCH** button, list of available book/s would display. (please refer to the image below)

No.	Accession No.	Title of Books/ Materials	Author field	Subject field	Call No. field	No or with Electronic file	No. of Views
Philippine School of Business Administration Manila Campus GRADUATE SCHOOL OF BUSINESS (GSB) CATALOGUE SYSTEM							TOTAL No. of Views 44
No.	Acc.#	Title	Author	Subject	Call Number	Remarks	No. of Views
781	3252	Human Resource Management Principles	Reeve, James M.	CORPORATIONS--FINANCE /	GS 658.151.Re22p	NO Electronic File Available	1
782	3253	Principles of Managerial Accounting	Kurtzman, Joel	INDUSTRIAL--MANAGEMENT	GS 658.K95m	NO Electronic File Available	1
783	3254	MBA in A Book : Mastering Business w/ Attitude	Asian Development Bank	CLEAN ENERGY / ENERGY	GS Fl. 333.792.A4c	NO Electronic File Available	1
784	3255	2013 Clean Energy Investments : Project Summaries	Asian Development Bank	ENERGY / ACCESS TO ENERGY	GS Fl. 333.792.A4c	NO Electronic File Available	1
785	3256	Attaining Sustainable Energy for All : Third Asia-Pacific Dialogue on Clean	Asian Development Bank	ENERGY / ACCESS TO ENERGY	GS Fl. 333.792.A4c	NO Electronic File Available	1
786	3257	Attaining Sustainable Energy for All : Third Asia-Pacific Dialogue on Clean	Asian Development Bank	ENERGY / ACCESS TO ENERGY	GS Fl. 333.792.A4c	NO Electronic File Available	1
787	3258	Introduction to Public Administration in The Philippines: A Reader	De la Rose Reyes, Danilo	PUBLIC ADMINISTRATION--	GS 350.92.D8l	NO Electronic File Available	1
788	3259	Organizational Behavior	Griffin, Ricky W.	ORGANIZATIONAL BEHAVIOR	GS 658.0019.G87o	NO Electronic File Available	1
789	3260	Taxation : A Comprehensive Approach	Co, Joseph Yap	TAXATION	GS Fl. 336.2009.C69t	NO Electronic File Available	3
790	3261	Humanitarian Logistics	Alexander Blecken	Applied Humanitarian Logistic		Electronic File Available	1
791	3262	Supply Chains in Humanitarian Operations: Cases and Analysis	Sergio Ricardo Argollo da	Applied Humanitarian Logistic		Electronic File Available	1
792	3263	Flood Risk Assessment in Humanitarian Logistics Process Design	Diaz Delgado C.	Applied Humanitarian Logistic		Electronic File Available	1
793	3264	Humanitarian Supply Management and Logistics in the Health Sector	Pan American Health	Applied Humanitarian Logistic		Electronic File Available	1
794	3265	Performance measurement in humanitarian logistics	Dr. Dorit Bolsche	Applied Humanitarian Logistic		Electronic File Available	1
795	3266	Humanitarian Logistics and Supply Chain Management		Applied Humanitarian Logistic		Electronic File Available	1
796	3267	Understanding Humanitarian Supply Chains	Adam Widera	Applied Humanitarian Logistic		Electronic File Available	1
797	3268	Community Based Disaster Risk Reduction	Shesh Kanta Kafle	Community Based Disaster Risk		Electronic File Available	1
798	3269	Disaster and Crisis Management		Crisis Management		Electronic File Available	1
799	3270	Disaster Management Handbook	Nick W. Carter	Crisis Management		Electronic File Available	1
800	3271	The Fukushima Nuclear Accident and Crisis Management	The Sasakawa Peace	Crisis Management		Electronic File Available	1
801	3272	Damage Loss and Need Assessment 2		Damage Loss and Need Assessment		Electronic File Available	1
DATE: 5/27/2016 TIME: 5:03:12 PM SHOW ALL Records BACK to BOOK Search							

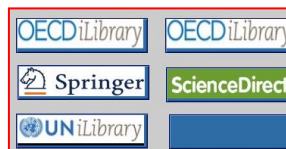
Button to show all records in the database

Button to return on book search

6. After choosing and clicking the **E-LIBRARY References** button , sub page would display. (refer the image below)

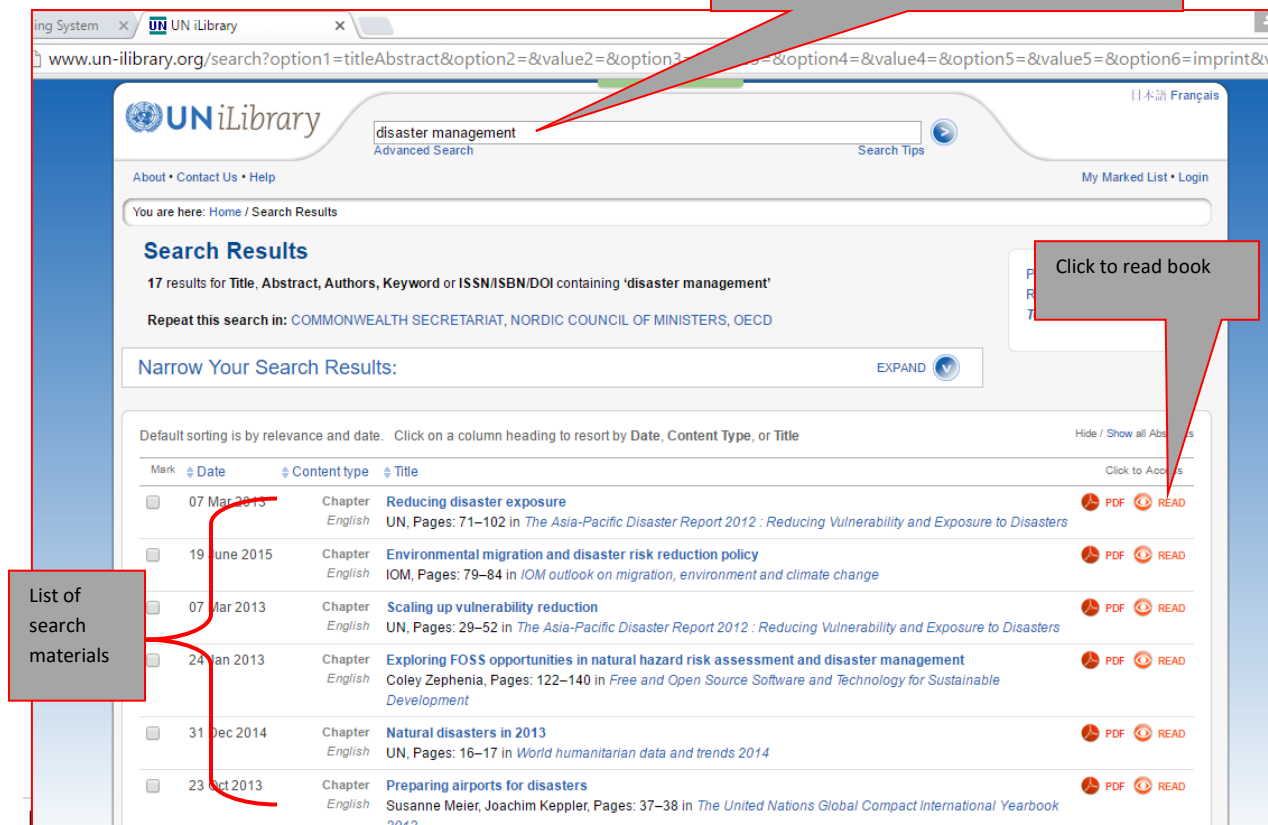


7. Upon clicking a preferred ilibrary button , sub page would display. (refer to the image below)



Note: This is a display link to UN ilibrary site.

you can use this field to search needed materials/books under UN ilibrary site



8. To know if the searched material/s has an ELECTRONIC FILE AVAILABLE or NO ELECTRONIC FILE AVAILABLE, searcher should refer to the **REMARKS field.** (please refer to the image below)

Note: If searched materials has NO ELECTRONIC FILE AVAILABLE, then it will display a CALL NUMBER once it was click, otherwise materials with ELECTRONIC FILE AVAILABLE will display a file from your database.

Philippine School of Business Administration Manila Campus							TOTAL No. of Views
GRADUATE SCHOOL OF BUSINESS (GSB) CATALOGUE SYSTEM							44
No.	Acc.#	Title	Author	Subject	Call Number	Remarks	No. of Views
781	3252	Human Resource Management Principles	Erica Aboitiz	MANAGEMENT--HUMAN RESOURCES	GS 658.151.F622p	NO Electronic File Available	1
782	3253	Principles of Managerial Accounting	Reeve, James M.	CORPORATIONS--FINANCE / ACCOUNTING--MANAGERIAL	GS 658.K97m	NO Electronic File Available	1
783	3254	MBA in A Book : Mastering Business w/ Attitude	Kurtzman, Joel	INDUSTRIAL--MANAGEMENT	GS 658.K97m	NO Electronic File Available	1
784	3255	2013 Clean Energy Investments : Project Summaries	Asian Development Bank	CLEAN ENERGY / ENERGY	GS Fl. 333.79.LA4c	NO Electronic File Available	1
785	3256	Attaining Sustainable Energy for All : Third Asia-Pacific Dialogue on Clean Energy	Asian Development Bank	CLEAN ENERGY / ENERGY	GS Fl. 333.79.LA4c	NO Electronic File Available	1
786	3257	Attaining Sustainable Energy for All : Third Asia-Pacific Dialogue on Clean Energy	Asian Development Bank	ENERGY / ACCESS TO ENERGY	GS Fl. 333.79.LA4c	NO Electronic File Available	1
787	3258	Introduction to Public Administration in The Philippines: A Reader	Deia Rose Reyes, Danilo	PUBLIC ADMINISTRATION--INTRODUCTION	GS 350.92.D81	NO Electronic File Available	1
788	3259	Organizational Behavior	Griffin, Ricky W.	ORGANIZATIONAL BEHAVIOR	GS 658.0019.G87a	NO Electronic File Available	1
789	3260	Taxation : A Comprehensive Approach	Co, Joseph Yap	TAXATION	GS Fl. 336.2009.C597	NO Electronic File Available	3
790	3261	Humanitarian Logistics	Alexander Blecken	Applied Humanitarian Logistic		Electronic File Available	1
791	3262	Supply Chains in Humanitarian Operations: Cases and Analysis	Sergio Ricardo Argollo da Silva	Applied Humanitarian Logistic		Electronic File Available	1
792	3263	Flood Risk Assessment in Humanitarian Logistics Process Design	Diaz Delgado C.	Applied Humanitarian Logistic		Electronic File Available	1
793	3264	Humanitarian Supply Management and Logistics in the Health Sector	Pan American Health	Applied Humanitarian Logistic		Electronic File Available	1
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795	3266	Humanitarian Logistics and Supply Chain Management	Adam Widera	Applied Humanitarian Logistic		Electronic File Available	1
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797	3268	Community Based Disaster Risk Reduction	Shesh Kanta Kalfe	Community Based Disaster Risk		Electronic File Available	1
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799	3270	Disaster Management Handbook	Nick W. Carter	Crisis Management		Electronic File Available	1
800	3271	The Fukushima Nuclear Accident and Crisis Management	The Sasakawa Peace	Crisis Management		Electronic File Available	1
801	3272	Damage Loss and Need Assessment 2		Damage Loss and Need Assessment		Electronic File Available	1