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**SEARCHING THE CATALOGUE FOR BOOKS**

1. Type in anglicat or John Kinder on the Internet
2. Click on the John Kinder Library



1. This will bring up Anglicat catalogue



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4. **You don’t need to login to search the catalogue.**

You only need to login if you want to access e-material. Should you wish to log into your account, your login is your full borrower number(this usually begins with the letter B on your library membership card). Your password is the **last four numbers** of your borrower number. If you login always return to the **home page** to search the catalogue.

 The default setting “**Library catalogue**” will do a **key word** search



You can search the catalogue here by changing the search options in the search block by using the down arrow. See “Author” has been selected as an option below. Click on Go to search.

  On the lefthand side of the screen you will s ee that there are 28 records for Paula Gooder and further down, one can see that Bishopdale has 3 holdings for this author



Click on Bishopdale’s holdings and the items will be dispalyed on your screen

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Select the item you are interested in, and a fuller record will be displayed. The fuller record will give subject headings which indicate the content of the book and the call number which is the books address on the library shelves (eg BV55 GOO). It will also tell you if the book is available on the shelf.



Note that on the righthand side of the call number there is the facility to Browse shelf.

With this facility you can search the shelves and see books in the subject vacinity of this book, which may assist you. You can move to the left and right of the shelf using the blue side arrows.



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**USING TOPIC GUIDES**

**NOTE WHEN YOU ACCESS THE CATALOGUE YOU CAN USE THE TOPIC GUIDES ON THE HOME PAGE TO ASSIST YOU FURTHER AS A LIBRARY MEMBER**

**Click on Topic Guides.**



Click on **All Guides**(tab at the top) 

Under all guides there is some useful information under How to Use the Library (John Kinder Library), Using the Catalogue and Regional Student Guides





