

In this tutorial, I will show you how to search for children's books using the Randall Library catalog.

[On screen: text that says, "Search for Children's books at UNCW using the Randall Library Catalog"].

From Randall Library's website, library.uncw.edu,

[On screen: box with library's homepage link, library.uncw.edu].

You can search for books in our collection using the Search Library Catalog button.

[On screen: mouse arrow pointing and clicking on the Search Library Catalog button].

On this page, if you select the New Search drop down menu, and select Advanced Keyword.

[On screen: a box around the New Search drop down menu options, and then clicking on the Advanced Keyword text link].

Here you can search by multiple Keywords, you can search by Author or Title.

[On screen: mouse arrow pointing to the three boxes where you can put multiple terms, and clicking the field search drop down menu].

And then to locate Children's Books at UNCW, you can limit by Location.

[On screen: mouse arrow pointing to limit to location area of page, including a box framing this area of the page].

The first Location is Children's which is in Randall Library.

[On screen: click on location options – Children's].

The second Location is Curriculum Materials Center which is located in the Education Building.

[On screen: click on location options – Curriculum Materials Center].

And the third collection is the UNCW Ed Lab, which is also located in the Education Building, and is limited to Education students.

[On screen: click on location options – UNCW Ed Lab].

For this example, I am going to select Children's books only.

[On screen: scrolling location menu option and selecting – Children's].

But you can select all three locations by holding down the Control or Command key depending if you have a PC or MAC.

[On screen: location options – Children's is selected].

I am going to type in my keyword, plants.

[On screen: typing the keyword plants and then clicked on the Submit button].

Here are my results.

You can see Title, other bibliographic information, the Location, the Call Number,
[On screen: mouse arrow pointing to the item record details from catalog search results].

And the Status.

[On screen: mouse arrow pointing to the item record details from catalog search results].

I am going to select the second record.

[On screen: mouse arrow clicking on title link].

Here you can get more information about the item.

[On screen: scrolling through the record].

You can see the summary, the table of contents, other subject information.

[On screen: an arrow to the side of each location detail].

As well as the location, call number, and status.

[On screen: an arrow to the side of each location detail].

If you would like to find the item in our collection, you can click on the Find It button.

[On screen: mouse hand and arrow pointing to the Find It button].

This will take you to a map.

[On screen: scrolling down the page to area of map where Children's location is located].

The Children's books collection is located on the first floor of Randall Library.

[On screen: arrow pointing to Children's collection on the map].

And the aisle that the book is located on will be highlighted.

[On screen: mouse arrow pointing to aisle where the item is located on the map].

If you'd also like to send the location and call number information

To your mobile phone, you can select Send as TXT.

[On screen: arrow pointing to the Send as TXT button].

And put in your mobile number, and it will send the location, call number information to your mobile device.

Don't hesitate to contact a librarian, if you have questions.

[On screen: text that says, "Got a Question? Ask a Librarian, library.uncw.edu/ask"].