



# How to Find Books

## Using the Library Catalog

A library catalog is a register of all bibliographic items or materials found in the Mary & John Gray Library and the Lewis Library at Lamar State College. This includes: print books, eBooks, printed journals, and some media like DVDs and CD's.

### Basic Steps

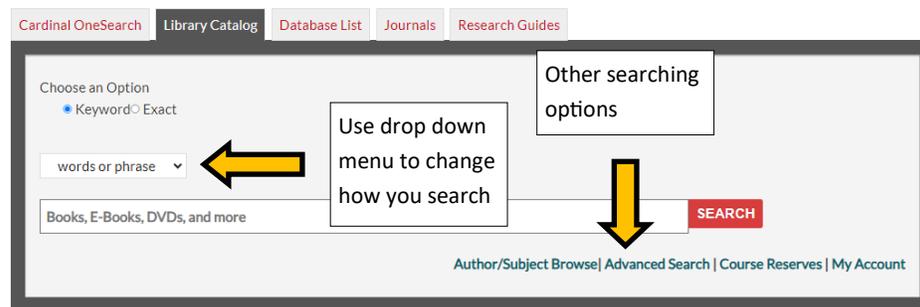
1. [www.lamar.edu/library](http://www.lamar.edu/library)
2. Click "Library Catalog" tab.
3. Conduct a search!
4. Note material's call number & location in library.

*Want to checkout a book?*

*All you need if your Cardinal OneCard or LIT Student ID card!*

## Searching in the Library Catalog

### Quick Search



Users can search the catalog in a variety of ways depending on their information need. Use the drop down menu to select how you would like to search the catalog.

### Words or Phrase Searching: aka Keywords Searching

Use this option to conduct a keyword search using one or more keywords related to your research topic. This option is great if you do not know exactly what you're looking for and would like to see what materials the library has available on your topic. Make sure to use Boolean Operators to connect your search terms!

Ex: Climate change OR global warming

### Author or Title Search

Use either of these options if you already know what material you'd like to find. This option is great if you'd like to see what the library has available by a certain author or if it has the exact book you're looking for. For author searching, you have to use [las name, first name] format!

Ex: Author searching "Poe, Edgar Allen" will show you materials by Edgar Allen Poe

Ex: Title searching "Rich Dad, Poor Dad" will conduct a search for that exact title.

### Subject Searching

Using this option means the catalog searches the list of subject headings to match items to the subject terms you used. Subject Searching will require that you use subject headings to effectively retrieve relevant material.

Ex: 17th Century American Literature

### Boolean Operators

Words & symbols used to broaden or narrow a search. Used in combination with keywords to retrieve relevant information to searched terms.

**AND** = searched both terms & requires both terms be related to result.

**OR** = either term will be used to retrieve information

**NOT** = the terms following will be excluded from





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## Finding Materials in the Library

After you have conducted a search, you will see a results page that looks similar to the one on the right with several results relevant to your search. Browse through the options and once you've found something of interest, click that item! The catalog record for that item will contain all the necessary information you may need to find the book & understand its contents.

## Reading a Catalog Record

A catalog record will display basic necessary bibliographic information like title, author, publication date, etc.

- Item info = availability
- Location = in stacks or online (link icon = eBook)
- Call Number = where book is located in library

To locate where in the library the book is visit the Library directory to find out which floor has the call number range of the book you're locating. Call number ranges are also posted in library elevators!

## E-books

If a book's location is listed as "online" and a link item is included in the catalog record, then the book is an e-book. Use the link icon to access it!

E-books are duplicates of printed books so the content is nearly identical to the print edition. Most of our e-books come from E-brary or EBSCOhost. Use your LEA username and password to access e-books.

## Print Books with URLs

Sometimes a book will have a URL when it is not an e-book. The URL usually leads to a display of the table of contents. You will need to find the print book using the call number to read rest of book.

## Online Govt. Documents

Many government documents are available online in pdf format. These will also have URL links to access them.



**Need help? Scan me to chat with a librarian!**



words or phrase "exercise science" search found 48 titles.

Pages << 1 2 3 >>

**The psychology of sub-culture in sport and physical activity : critical perspectives**  
 Schinke, Robert J.  
 GV706.4 .P716 2015  
 2015  
 1 copy available at Mary & John Gray Library in Stacks

**Eccentric exercise : physiology and application in sport and rehabilitation**  
 Hoppeler, Hans, 1948-  
 QP301 .H68 2015 (ONLINE)  
 2015  
 1 copy available at Mary & John Gray Library in Online

Link = e-book

Click here to learn more about item

Availability

Holdings			
Mary & John Gray Library	Copies	Holds	Location
GV706.4 .P716 2015	1	Book	Stacks

Call Number

Click to access!

E-book

Holdings			
Mary & John Gray Library	Copies	Holds	Location
QP301 .H68 2015 (ONLINE)	1	E-Book	Online

## Can't Find a Book in the Library? Request it through Interlibrary Loan!

If you can't find a book on your topic in the library, submit a request through Interlibrary Loan (ILL)! We'll get it from another library for you! Interlibrary Loan is available to all Lamar University & LIT Students and is totally free.

How to submit a request

1. Go to library homepage: [www.lamar.edu/library](http://www.lamar.edu/library)
2. Click Services drop down menu & select Interlibrary Loan
3. Read "How do I request an ILL" section.
4. Click "Interlibrary Loan (ILL) service" link provided and log in.
5. Create a request!