



View Demo

## Finding Books @ WPI: Library Catalog Basic Search

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### Basic Search

Accessible from on or off-campus, use the Library Catalog to:

- find print, electronic, and audio books available at WPI
- track down library materials such as DVDs, videos, and music CDs

To connect, navigate to [www.wpi.edu](http://www.wpi.edu), Choose **Academics & Research**, to get to the **Gordon Library website**. Under the **QUICK START** area choose **Find Books at WPI (library catalog)**

Notice the three tabbed search methods: **Basic**, **Advanced** and **Course Reserves**.

**Basic search** allows a general word or phrase search, in either a specific field (**Author**, **Title**, **Journal Title**, or **Subject Heading**), or as a general keyword within the record.

Start with a keyword relevance search. For instance, to search for library materials on biotechnology of crops:

1. Enter **biotechnology plants** in the **Search For** box.
2. If you want the most current items on your topic – use the **LIMIT TO** option for *Last 10 Years*.
3. In the **Search By** area, select **Keyword Relevance**, then click the **Search** button

Your results will appear with the most relevant items at the top of the list, those records with the most keywords which match *your* search term.

Look at the records in the results list...you see the authors, titles, but what other type of information can you learn about this item? What format is the item? Is it a printed book, electronic, or a periodical? Where is this item located?

For **Call Numbers**: we use the Library of Congress system, a series of *letters* and *numbers* used to find books in the library. Is the book on the shelf or is it charged out?

Click on the **TITLE** to get to the full record, for more information and sometimes even the table of contents. Notice the subject headings at the bottom of the record. These are important and can lead to other useful resources. You may not have thought to type in Transgenic **plants or Agricultural biotechnology!**

Click **NEXT** arrow to get the next record, what **TYPE** of resource is this? That's right, an **Electronic Books**. Click the **Web Link** for full text online. Be aware though, if you are off campus, you have to set up the Proxy server.

Although full text books are available thru the library catalog search, you will not find any full text articles. Only titles of the magazines and journals such as *Newsweek*. To find articles, you'll need to use a different library database. Check out our **Finding Journals** tutorial for more information.

Still need help? Contact (508) 831-6700 or email [library-questions@wpi.edu](mailto:library-questions@wpi.edu).