

## **Transcript for Library Catalog Tutorial**

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*This tutorial on the library catalog was created for the Wartburg Theological Seminary Reu Memorial Library.*

We'll look briefly at what you can expect to find when you search the library catalog. We'll look at some search tips to help you limit and expand your searches, and some tips to access materials. We'll conclude with a reminder of where to get help.

We'll start at the library's home page, and scroll down to the library catalog.

We are fortunate to have a library catalog that is integrated with Worldcat resources. This means that when you search the library catalog, and the Worldcat.org box is selected, you are automatically searching records from libraries worldwide. In Worldcat you'll find records for books, articles, dissertations, and more. Some of the items you find here will be available electronically through our subscriptions to other resources.

The catalog is a great place to start your research project. If you know that you want books on your topic, the catalog is the best place to look.

You can expand your search to include additional resources. It can be helpful to know that even when ATLA is not selected, your search will retrieve some results that are available through our subscription to ATLA.

Let's do a sample search for the book *What Would Jesus Deconstruct* by John D. Caputo.

We can do a title search. And we see right away that this book is available in the Wartburg Seminary Reu Memorial Library with this call number, and that it's in the library display area.

You can see to the left that there are ways to limit your search, and you have a peek at items related to your title. The articles are likely to be reviews for the book.

Let's look at the record for the item by clicking on the title. Some helpful things here include a quick citation for the item. If you click on the quote tab, you'll be able to select the citation for this book in a variety of styles. Be sure to double-check this against your style guide. There's a link back to this page, and an option to email the record to yourself, or to save the record as one of your items. When you save a record, it will be added to the list of your items in this link, listed above. And then you can send to yourself later.

In this brief record, you can also expand the description of the item. Here you might find a table of contents including chapter headings or an abstract. The subject heading might also be useful for identifying additional search terms. If the subject heading is right on target for your research, you can click on it to run a search and retrieve all the items in Worldcat with that subject heading.

Within this record for the item, you'll notice that the author's name is highlighted. Click on this link to see all the works by this author within Worldcat. You'll see that there are sometimes duplicate items listed, and you'll also notice translations into other languages.

Here's a fun shortcut to try... if you have the author's full name, and the search in the box appears with this shortcut, you can change the search to su= and that will run a search with this author as a subject of works. So, now we have search results with works in which John D. Caputo is listed as a subject. These types of searches are not perfect—they won't include everything that should be included, and they might include a few things that shouldn't be included, but these tips and others might help you find some key works as you move forward with your research.

Let's try another search. This time we'll look for the title Lutheran Quarterly. Here we see that we have electronic access to this serial publication. This takes us to the title as it is provided by EBSCOhost ATLA Religion Database. You can then search within the publication or you can navigate to the year and issue you need on the right.

If the Access Journal link doesn't work for you or if you'd like to see other ways to access the title you need, click on the title and scroll down to Check Availability. Here we see that Lutheran Quarterly is available electronically through the ATLA Religion Database.

We can also Explore Editions and Formats link. In this case, the top two links list the Wartburg Seminary Reu Memorial Library—the first item lists Journal under Format, and the second item lists eJournal under Format. For this title, you might have noticed that the online access we just viewed did not have the most recent issue of the journal. This link will show you that we also have a print copy of the most recent issue. If you have specific questions about access to any title, please don't hesitate to call the library.

Now let's try another search. Let's say, we don't have a title in mind. Maybe we're just beginning to do some research on death and pastoral care.

It can be helpful to come up with one or two synonyms or closely related terms to describe what you're hoping to find. In this case, perhaps in addition to "death," we might also add "dying," OR "hospice." And then, I'll start a new line for my second concept. I might decide to expand this concept later, but for now I'll just use "pastoral care." I'm putting the phrase in quotes so that it will be searched as a phrase, rather than separate words. I could select subject from the drop-down menu, but maybe I'm not 100% sure that pastoral care is used as a subject heading, so I'll use keyword instead. A keyword search will retrieve results where my keyword appears anywhere in the record for the item.

Another way to look at this approach to combining search terms is with a Venn diagram. My first concept (concept A) is death, but I'm also thinking these other terms might be similar and useful to describe that concept. I'll combine the similar terms with OR, and then I'll combine my concepts with AND because I want to see results that include both of these concepts—results in the dark shaded area in the middle.

So, let's go back to our search and see what we get.

There are lots of results. As I look through them, I can figure out ways that it might be helpful to narrow my search. Maybe I'd like to limit my results to just the past 10 years... To do that, I can click on the Last 10 Years limit. I can also limit by language. And maybe I just want to look at books right now.

If I'd like to revise my search, I can revise it using the search box or click on Advanced Search to revise the search there.

If you'd like to do an exhaustive literature search, consider asking a librarian to help you. It can really save you some time.

Again, if we click on the title for an item to get more information, and when we view the description, we might find some helpful subject headings.

The library catalog is a great place to start your research. For most topics, it would probably be helpful to do additional searches within ATLA and other sources. Keep developing your searches by looking for key concepts, authors, and subject headings (which can vary between databases). Try a wide variety of searches, combining your terms in different ways.

This was an overview of the Reu Memorial Library's library catalog with some tips to help guide your search. Please look at the Research Tools page and the Tutorials page for additional suggestions. And, for questions, please contact the library.