

6. Searching the catalogue

Quick Search

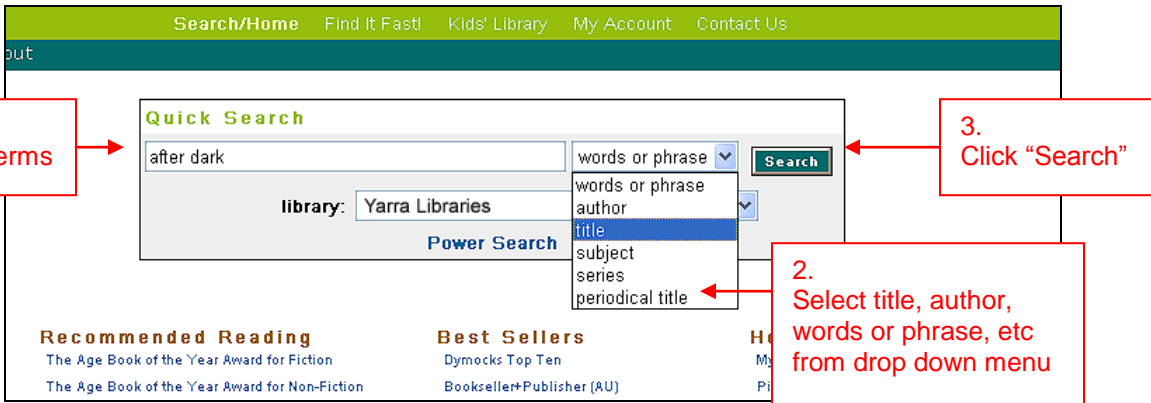
You can perform a quick keyword search of titles, authors, subjects, series, periodical titles or general words and phrases.

If you wish to place holds you need to login to the catalogue first, otherwise click on the catalogue link to access without logging in.

Type your search terms in the **Quick Search** box.

Click on the drop-down menu and select either **words or phrases**, **author**, **title**, **subject**, **series** or **periodical title**.

Click the **Search** button.



The screenshot shows the 'Quick Search' section of the Yarra Libraries website. At the top, there is a navigation bar with links: Search/Home, Find It Fast!, Kids' Library, My Account, and Contact Us. Below this is a search box containing the text 'after dark'. To the right of the search box is a dropdown menu currently set to 'words or phrase'. Below the dropdown menu is a 'Search' button. A 'library:' dropdown is set to 'Yarra Libraries'. Below the search box is a 'Power Search' button. Below the search box are sections for 'Recommended Reading' and 'Best Sellers'. Three red callout boxes with arrows point to specific elements: 1. 'Type search terms' points to the search input field. 2. 'Select title, author, words or phrase, etc from drop down menu' points to the dropdown menu. 3. 'Click "Search"' points to the Search button.

Brief results screen

HOT TIP #1: The brief results screen only displays the items on shelf at the moment (i.e. available). If the brief results screen shows there are no copies available, click on the details button as all copies may be on loan.

HOT TIP #2: If you are looking for Yarra Libraries Magazines, look for the title with "YL" after it. *E.g. Yoga Journal [magazine] YL*

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The screenshot displays a list of search results for books by Haruki Murakami. Each result includes a 'Keep' button, a 'Place Hold' button, a 'Details' button, the title and author, and the date published. Red callout boxes provide the following instructions:

- Click for more information details**: Points to the 'Details' button for the first result, 'After dark'.
- Title and author**: Points to the title and author information for the first result.
- Date published**: Points to the year '2007' for the first result.
- Copies available = on shelf**: Points to the text '5 copies available at Fitzroy Library, Carlton Library, and Richmond Library' for the second result.
- Click to place a holds on a title**: Points to the 'Place Hold' button for the second result.
- Save a list – current search only**: Points to the 'Keep' button for the second result.

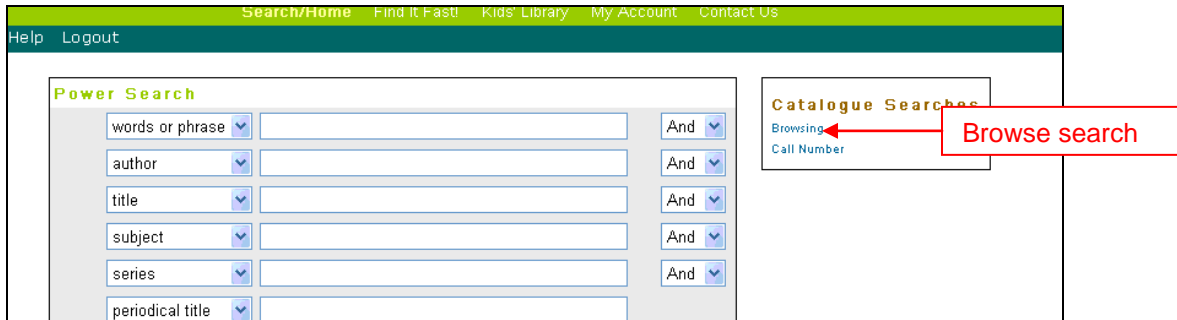
Browse Search in the catalogue

Select **Power Search** from the Quick Search box in the catalogue.

The screenshot shows the 'Quick Search' box in the catalogue. It includes a search input field, a dropdown menu set to 'words or phrase', and a 'Search' button. Below the search box, the library is set to 'Yarra Libraries'. A red callout box points to the 'Power Search' link, with the instruction: 'Click "Power Search" for advanced options'.

Click on **Browsing** in the **Catalogue Searches** box at the right.

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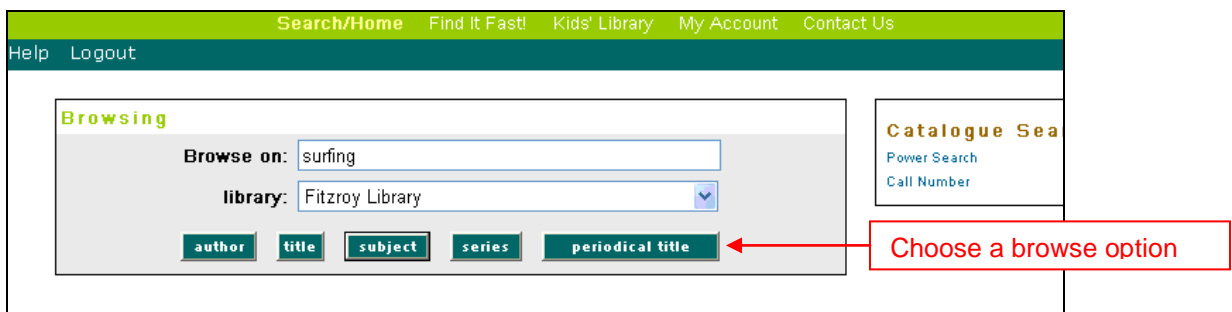


Type your search term in the **Browse on** search field.

Select your local library from the drop-down menu labeled library.

Click on the button for an **author**, **title**, **subject search** etc.

Eg. Browse surfing in subject at Fitzroy Library



The results will list an alphabetical listing of subjects, with the number of titles.

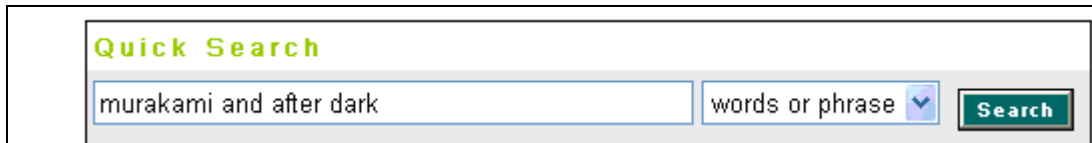
Catalogue Browse by Subject: "surfing"	
Surfers-Hawaii-Biography.	1
Surfing	13
Surfing-Africa-Guidebooks.	1
Surfing-Australia.	4
Surfing-Australia-Guidebooks.	2
Surfing-Australia-History.	1
Surfing-Australia-Periodicals.	1
Surfing-Europe-Guidebooks.	1

Search tips

Searching for authors and titles

You can **combine search fields** such as titles, authors and subjects by adding the Boolean operator “AND” between the search terms. The field **words and phrases** needs to be selected.

E.g. Searching for Haruki Murakami’s *After Dark*



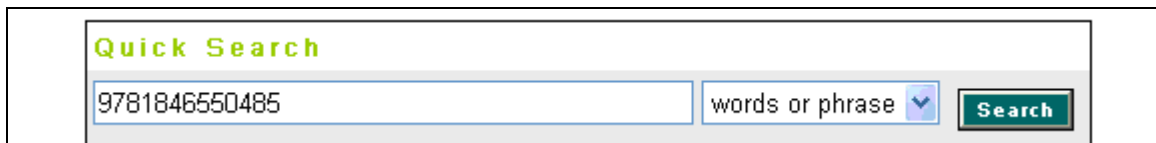
Quick Search

murakami and after dark words or phrase Search

Searching by ISBN (International Standard Book Number)

You can search by ISBN by conducting a search of **words or phrases** with the ISBN with no dashes in the search box. The ISBN listed on each record is the ISBN on the newest item. There are different ISBNs for the same title, depending on the edition and whether it is a hardback or paperback etc.

E.g. Searching for *After Dark* via the ISBN



Quick Search

9781846550485 words or phrase Search