See COVID-19 response. ILLiad (print format interlibrary loan, GT Library print book loans, print Course Reserves, print LENDS) requests are temporarily restricted to electronic copies.
Georgia Tech Library Catalog

Search for **books/e-books**, theses, **journal TITLES**, media, archival materials, maps, and other material in the Library collection

Print and Electronic

Left column – “Find, Borrow, Request”

“**Library Catalog**”

Library home page:  [http://www.library.gatech.edu](http://www.library.gatech.edu)
Find, Borrow, Request
Find Materials
Library Catalog
http://search.library.gatech.edu/
Search Tips:

In a **Simple Search** you'll receive results that contain all of your search terms. These may match keywords in a title, author names, subjects, abstract, or other descriptions.

Use the **Advanced Search** instead to pre-limit to search only in specific fields, material types, and publication dates.

**Use the Filters to limit** to items available online or physically available in library. You can also include or exclude particular resource types, dates, authors, or subjects.

The asterisk (*) character can be used as a wildcard in place of one or more characters.

Examples: `recycl*`, `organiz*`, `hymn*`

Enclosing your search in quotes "" will only return results with an exact match. Examples: "global warming", "Affordable Care Act", "mutual funds"

Searches can also be nested in (), combined with "" and Boolean operators AND, OR, NOT. Example: "World War II" AND (sites OR battles) NOT (Normandy OR Pearl Harbor)
“Search Scope” (left, row) – drop down menu – “Library Catalog” or “GT Theses & Dissertations”

- To search **only** the journal names, use the upper right drop-down menu “Format” – “Journals”
- GT theses & dissertations are also linked in the Library Catalog
Library Catalog

To limit to only **full text electronic** items, click on “Full Text Online” (under Availability).
To limit to **print** – “Available in Print”

- Conduct a search, limiting to only “Library Catalog”
- **Availability** (right column)
  - “Full Text Online” (full text electronic)
  - “Available in Print”
    - **Physical items** (usually **print – hard copy**) located in one of the GT Library’s locations
Search Tips:

• The * (asterisk) character can be used as a wildcard in place of one or more characters. Examples: recycl*, organiz*, hymn*

• Enclosing your search in quotes (" ") will only return results with an exact match. Examples: "signal processing" "Affordable Care Act"

• Searches can also be nested in (parenthesis), combined with "quotes" and Boolean operators AND, OR, NOT.

  Boolean operators are in capital letters.
  Example: ("World War II" AND (sites OR battles))
Limit by Field (left column):
Title, Author, Subject
ISSN
Call Number
Sort by (right column, "Tweak my results"): Relevance, **Date-newest**, Author, Title
- Permalink
- Print, E-mail, EndNote
- Back to Results List
- Get It (request print book)
- Sign-in to request books
- Request Options
- Barcode
For same day delivery, request by 11:30am M-F & select, Pickup Location: Main Library. Pickup available after 3pm.

Pickup Location: *

Comment:

Same day delivery available M-F.
Library Catalog
Advanced Search
Drop-down menus

- **“Search Scope”** (top left)
  - “Library Catalog” or “GT Theses & Dissertations”

- “Format” for Library Catalog (top upper right drop down menu)
  - “All Items”
  - Limit to “Journals” (restrict to only journals)
Catalog Advanced Search
Drop-down menus

- “Search Scope”
  for “Everything” or for “Articles” searches full text. Use this sparingly. Relevant items can be missed. Many Library databases are NOT searched

- Right column
  - Publication Date
  - Format (top upper right drop-down menu – Journals
  - Tweak my results (Sort by; Availability; ...
Catalog Advanced Search
Drop-down menus

• **Left column**
  - Any field
  - Title
  - Author/creator
  - Subject
  - ISSN; Call Number

• **Left column**
  - Contains
  - is (exact)
  - starts with

+ ADD A NEW LINE
Catalog – Print vs. Online

• Books and journals
  ➢ Can have both online ("View It" or "View Online") and print ("Get It” - Request) holdings within the same record
  or
  ➢ The Catalog may contain separate records for the print and electronic formats

• "The library also has physical copies" – the Catalog record has both electronic and print within the same record
Library Catalog – Journals

- To restrict your Catalog search to **only journals** (not books), limit a search to **Journals** (Format, upper right column drop down menu choice) and to "Library Catalog" ("Search Scope")
- Each time a journal changes its name, there may be a separate record for each title change.
- Each "title change" record will have its own holdings information (years/volumes)
- Electronic journals can be searched by title or ISSN using the **electronic “Journals”** webpage (left, top row "Find, Borrow, Request“ -- “Find Materials”)
Catalog – Journals

• Note the **journal holdings** information (year and/or volume) for **both** the print record ("Get It") and the electronic record ("View“ or “Online”).

• For example, we may own volumes 1-30 in print, but **not begin** our electronic subscription until volume 31

• The E-Journals list and Catalog e-journal records contain **aggregator e-journals** with possible **selective coverage and embargo** date restrictions (EBSCOhost, ProQuest, GaleGroup, Factiva, Lexis Nexis, etc.). If available, use the Library subscription choice
Recall a checked-out book

- **Borrowing Policies:**
  - All items are subject to Recall
  - The borrower is **guaranteed 21 total days** with items (unless needed for Course Reserves)
- You can **“Recall”** any **checked-out book.** Contact an associate in the Public Services area (Crosland Tower Ground Floor Grove Level, Library Store) or phone 404-894-4530
Circulation, Recall and Check-out Questions

• For check-out, Recall, and circulation questions, contact the Library’s associates in the Public Services area (Crosland Tower, Grove Level Ground Floor, Library Store), or phone 404-894-4500
Requesting a “Recall” on a checked-out book prevents the student from keeping the book for the entire semester.
Can “Recall” checked-out books. For Recall questions, visit the Public Services area (Crosland Tower, Ground Floor Grove Level, Library Store) or phone 404-894-4500.

This book is in the “Core Collection” (temporarily in the Library Service Center; later to be moved back to the main campus).

It is checked out.

Get it…SIGN IN to request books & more “Sign in”
Request and check-out books

• To check the **status** of the books you've checked out see your "**My Account**" in the **Library Catalog** ("**Sign in**")

• **Check out** books in the **Public Services** area (Crosland Tower, Grove Level, Ground Floor, Library Store)

• **Request** that a book be retrieved from the **Library Service Center**:
  ➢ "**Sign in**" then
  ➢ "**Get It**" then
  ➢ "**Request**" in the **Library Catalog** record
Georgia Tech Library owned print books

- **Borrowing Privileges**: loan periods, fines, renewals and recalls
- For GT faculty/staff: GT Library book delivery to departments *(LENS)* is only for GT faculty and staff
- About 98 percent of Georgia Tech’s physical collection has been moved to the **Library Service Center**
- Locates can be requested for items that have been missing for an extended period of time. Contact an associate in the Public Services area (Crosland Tower, Grove Level, Ground Floor, Library Store) or phone 404-894-4500
Course Reserves. Pickup at GT Library’s Public Services area (Crosland Tower, Grove Level Ground floor, Library Store)
Georgia Tech Dissertations & Theses

- **Georgia Tech** doctoral and masters theses
  The **Library Catalog** provides **links to full text** dissertation and theses **SMARTech repository** records

- **Search the “Library Catalog”** (GT author, title, keywords, advisor, etc.) – bibliographic records
Sample publications in the **SMARTech Repository**

[https://smartech.gatech.edu/](https://smartech.gatech.edu/)

- **ECE Brochures**

  Brochures from the School of Electrical and Computer Engineering.

- **ECE Connection**

  Bi-annual newsletter from the School of Electrical and Computer Engineering.

- **ECE Strategic Plans**

  School of Electrical and Computer Engineering Strategic Plans.

- **James R. Carreker Distinguished Lecture Series**

  Top industry leaders share real world experiences with students, faculty and community of the School of Electrical and Computer Engineering.

- **School of Electrical and Computer Engineering Annual Reports**

  School of Electrical and Computer Engineering Annual Reports.

- **School of Electrical and Computer Engineering OSP Research Reports**

  OSP research reports by faculty and researchers in the School of Electrical and Computer Engineering.

- **National Electric Energy Testing Research & Applications Center**

  OSP research reports by faculty and researchers in the School of Electrical and Computer Engineering.

- **School of Electrical and Computer Engineering Theses and Dissertations**

  Original work by students in the School of Electrical and Computer Engineering.

- **Modeling and Analysis of Networks via Computer Simulations (MANIA) [RE]**

  Original work by students in the School of Electrical and Computer Engineering.

- **School of Electrical and Computer Engineering Undergraduate Research Option Theses**


- **University Center of Excellence for Photovoltaics**

  University Center of Excellence for Photovoltaics.
Primo “Everything” or “Articles” – Warning: Primo only searches “selected” Library databases. Many relevant records will be missed

- Search individual native interface databases when you want specialized resources with more search options, and more powerful search engines than Primo Everything/Articles
- Relevant records will be missed in Primo Everything/Articles (not all Library databases are searched)
- Articles+: Searches for selected journal and newspaper articles, conference proceedings, etc. available to GT students, faculty, and staff
- Everything: Searches for a broad range of print and online books, articles, and other materials available to GT students, faculty & staff. Only selected databases are searched
Library Catalog
My Library Account (after Sign In)
“save results to My Favorites, create alerts for saved searches, and renew items”
Citation; Email; “Push” to actions

Send to

Go to search history

Go to my Favorites

Browse Search – by LC call number

My Favorites

SAVED RECORDS

SAVED SEARCHES

SEARCH HISTORY

COPY THE PERMALINK TO CLIPBOARD

My Library Account

OVERVIEW

LOANS

REQUESTS

FINE + FEES

BLOCKS + MESSAGES

PERSONAL DETAILS
Journals

- **Title changes** for print journals (in “Details”)
  - “Earlier title”
  - “Later title”
  - “Continues” or “Previous Title”
  - “Continued By” or “New Title”
  - “Split into” under “Related Items”

- **Print** holdings information and location will be in the Catalog record “Get It” – check holdings, “Description” drop down menu

- **Online** information will be at “View It” or “View Online”
Journals

- **Print**/Hard copy/Paper. Dates of the Library's print subscription (years/volumes) are “**Holdings**” fields

**“Get It”**

- Main Library (Central Campus)
- Course Reserves
- Archives
- Core Collection (temporarily at the Library Service Center; later will return to main campus)
- Library Service Center (GT/Emory remote storage)
- Library Records Center (another remote storage)

- Record might have brackets or { } for missing print journal issues/volumes
Journal Holdings -- Years
Volumes/Issues Owned/Licensed by Library

- **Electronic.** Date coverage of electronic journals (Library subscription, aggregator, open access) are indicated in the [Catalog](#) and in the [E-Journals](#) list.
- "**View It**" or "**View Online**" (electronic)
- Print ("Get It") and the electronic ("View It" or "View Online") **holdings** (volume/date) information will be given in the Catalog records.
- For **photocopies** (**PDFs**) of individual **print** journal articles, conference papers, and brief book chapters, fill out an [ILLiad request form](http://illiad.library.gatech.edu) at [http://illiad.library.gatech.edu](http://illiad.library.gatech.edu)
Conference Proceedings

- Proceedings records -- Books and/or serials:
  - Catalog "serial" records combine all volumes and years for the same title into **one record**. Searching of specific conference years or unique conference titles is impossible. Only the title occurring every year can be searched.
  - Catalog "monograph" (book) records are for a **specific conference** proceedings, held on a specific date and at a specific location, with an unique monographic title.
Conference Proceedings

- Many proceedings database records contain more than one conference information field. Database fields: serial title/source, conference name/monograph title, conference date/location/sponsor, publication year, etc.

- **ISSN Problem.** "ISSN number" conference proceedings searches in the Catalog may not work, although the conference is in the Catalog. Proceedings can require viewing of all database conference fields

- Ask for help!
DOI # (from full format records and references)  
Use Citation Linker to retrieve full text PDFs
“Electric Engineering” is the Library of Congress “Subject Heading” for electrical engineering in the Catalog.

**Truncate** - - electric*
USG and Emory Shared Requesting Tips

To request books from Emory Shared Collection, Sign in, then:
- In the dropdown to the right of the search box, select **Emory Shared Collection**
- Run a search, click on the book you want
- Under Emory University, click **Available**
- Wait for the Request link to appear and complete the form

For more information, watch Request a Book from the Emory Shared Collection tutorial.

To request books from other University System of Georgia Libraries, Sign in, then:
- In the dropdown to the right of the search box, select **University System of Georgia**
- Run a search, click on the book you want
- If your library doesn't own the book, click on another library
- Wait for the Request link to appear and complete the form

For more information, see the GIL Express homepage.
OpenAthens E-Resource Authentication

While accessing e-resources off-campus, you may notice an OpenAthens login screen. The OpenAthens screen will ask you to identify your home. Use the "Login via your institution: Other Institution Login" (box, right column of screen) then "Find your organization" or "Find your institution" to search for Georgia or Georgia Tech or Georgia Institute (Georgia Institute of Technology or Georgia Tech); the OpenAthens list may not be alphabetical. See example. From there, use the Georgia Tech login service and you will be given access to the resource.

If you see a different screen, you may need to look for sign in or login links, usually at the top; you might be asked to select your Federation, which is OpenAthens Federation or Open Athens Federation.

Learn about the Library's OpenAthens Authentication service at OpenAthens Frequently Asked Questions or OpenAthens FAQ. See other examples (Open Athens Tips and FAQs, with three screen examples)

Begin at the Library home page, choosing Databases, Journals (e-Journals), or the Library Catalog. A list of all databases is at http://libguides.gatech.edu/az.php (top row "Find, Borrow, Request" - "Find Materials" "Databases" then search by database name in the search box, or search the database name alphabetically or by subject). For one-on-one quick and in-depth database search assistance: contact Bette Finn at bette.finn@library.gatech.edu. If you have database access questions or problems, please contact ept@library.gatech.edu.
Start from the Library home page to initiate database, e-journal and e-book OpenAthens authentication.

For example, an IEEE Xplore record may require a fee to view the document.

Begin at the Library home page (Catalog, eJournal, Databases) to access the Library’s IEEE Xplore database subscription (at no charge to you).
Note: “Resource Type” checking boxes then clicking on “Apply Filters” may miss some relevant items and/or include irrelevant ones.

01GAL* retrieves the entire Library Catalog.
Assistance searching the Library’s Databases

- For **ECE and GTRI and PMASE** one-on-one **in-depth and quick** database search assistance and group instruction, please contact Bette Finn (bette.finn@library.gatech.edu)

- For other schools, contact your **Subject Librarian** for assistance searching any of the Library’s **databases**. Every GT school has a Subject Librarian

- For circulation questions (check-out books, Recalls, etc.) – contact an associate in the Public Services area (Crosland Tower, Grove Level Ground Floor, Library Store) or phone 404-894-4530

- **All Research guides**
- **All Databases**