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

Print and Electronic

Left column -- "Research Tools"

"Library Catalog"

Library Search Hints & Guides http://www.prism.gatech.edu/~bw21
"Search Scope" (left, row) – drop down menu – “Library Catalog” or “GT Theses & Dissertations”

GT theses & dissertations are also linked in the Library Catalog.
Conduct a search, limiting to only **full text electronic** items, click on “Full Text Online” (under Availability).

To limit to **print** – “Available in Print”

- **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

Search Scope: Library Catalog

Title contains (handbook* OR guide* OR introduct*)
AND Subject contains semiconductor*
Sort by (right column, “Tweak my results”): Relevance, Date-newest, Author, Title

- # versions of this record exist. See all versions
- “LOAD MORE RESULTS”
• Back to results list
• Permalink
• Print, E-mail, EndNote

• Get It (request print book)
• Sign-in to request books
• Request for pick-up
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.
• Details
• Virtual Browse (by Call Number)
Library Catalog
Advanced Search
Drop-down menus

• “Search Scope” (top left)
  ➢ “Library Catalog” or
  ➢ “GT Theses & Dissertations”

• “Material Type” for Library Catalog (top right)
  ➢ “Books”
  ➢ “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**
  • Material Type – **Journals**
  • **Tweak** my results (**Sort** by; **Availability**; ...)

![Search Scope:](image)

![Material Type](image)
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
Catalog – Journals

• To restrict your Catalog search to **only journals** (not books), limit a search to **Journals** ("Material Type") 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 **eJournals** webpage (home page, left column "Research Tools" - "eJournals")
Catalog – Journals

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

• 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 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 or phone 404-894-4500
Requesting a “\textbf{Recall}” on a checked-out book \textbf{prevents} the student from \textbf{keeping} the book for the \textbf{entire semester}.
Can “Recall” checked-out books. For Recall questions, visit the Public Services area or phone 404-894-4500

Get it...SIGN IN to request books & more “Sign in”

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
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
- **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
- **Locates** can be requested for items that have been missing for an extended period of time. Contact an associate in the Public Services area or phone 404-894-4500
- GT Library book delivery to departments (LEND) is only for GT faculty and staff
- About **95-99 percent** of Georgia Tech’s physical collection has been moved to the Library Service Center
Course Reserves (GT Library’s Public Services area)
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
http://smartech.gatech.edu/

- School of Electrical and Computer Engineering OSP Research Reports
- 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
- Modeling and Analysis of Networks via Computer Simulations (MANNVS) [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
- Research Thesis Option for Electrical and Computer Engineering Majors
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”
"Browse Search" (top row, right) "By call number"
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** 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 bette.finn@library.gatech.edu or your Subject Librarian for help!**
Faculty Quicklinks (right column of Library home page) - "Linking Tools" - LinkMaker
Add the GT Library proxy URL to a website

For example, an IEEE Xplore record may require a fee to view the document. Either add this proxy URL to the web page URL, or begin at the Library home page (Catalog, eJournal, Databases) to access the Library subscription (at no charge to you).
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*
Assistance searching the Library’s Databases

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

• For other schools, contact your **Subject Librarian** for assistance searching any of the Library’s **databases**. Every school has a Subject Librarian ([http://www.library.gatech.edu/services/subject_librarians.php](http://www.library.gatech.edu/services/subject_librarians.php)).

• For circulation questions (check-out, recalls, etc.) – contact an associate in the Public Services area or phone 404-894-4530

• **All Research guides**
• **All Databases**