

## Looking at coversheets

GARNER, Helen

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# Searching in

The logo for Alma, consisting of the word "Alma" in white text on a dark blue rectangular background.

## Tips

- Quick search - it is always a keyword search
- Repository Search - you can select e.g. creator, title etc. this will give you less results to check
- Make sure you have set the correct search type.

## Try these searches

1. Do a Physical title search for "Publisher" contains "Facet"

2. Do a Physical title barcode search for "[1020348615](#)"

What are the menu options under the description?

### *Note them down*

- *Try out the edit button*

3. Do a Physical items barcode search for "[1020348615](#)"

What are the options under the description?

### *Note them down*

- *Try out the edit button*

4. Do a Physical title keyword search for "Spoken Spanish" - which of the Material types contains the spoken word/audio material ?

5. Do a physical title search for "Jane Austen" - how many titles have we got that were published 2008-2014.

6. Do an electronic title search - how many books do we have on "Social media"?

7. Do an electronic title search for "Biology" - how many titles are eJournals?

8. Do a search for "Wine" how many are DVDs?

9. Do physical item search where "Permanent Call number" contains **Thesis no. 23110**

10. Think of something to search for using one of the approaches on this sheet.