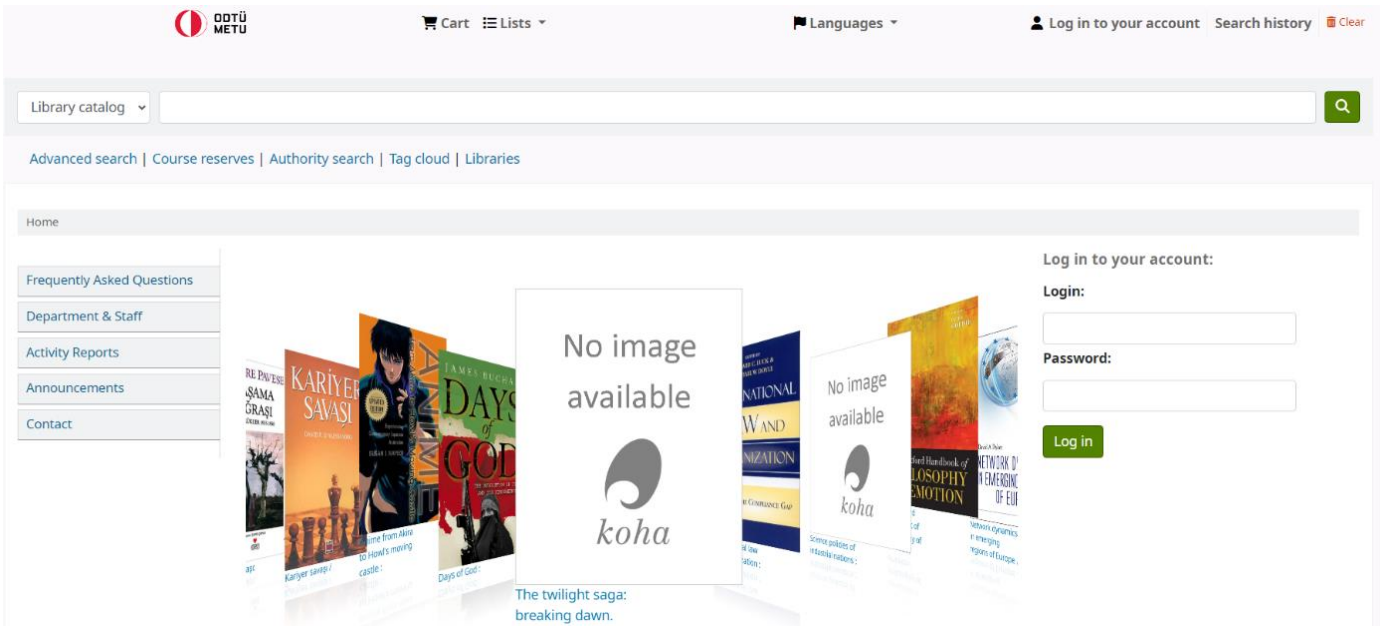


# SEARCHING FOR RESOURCES IN THE LIBRARY CATALOG

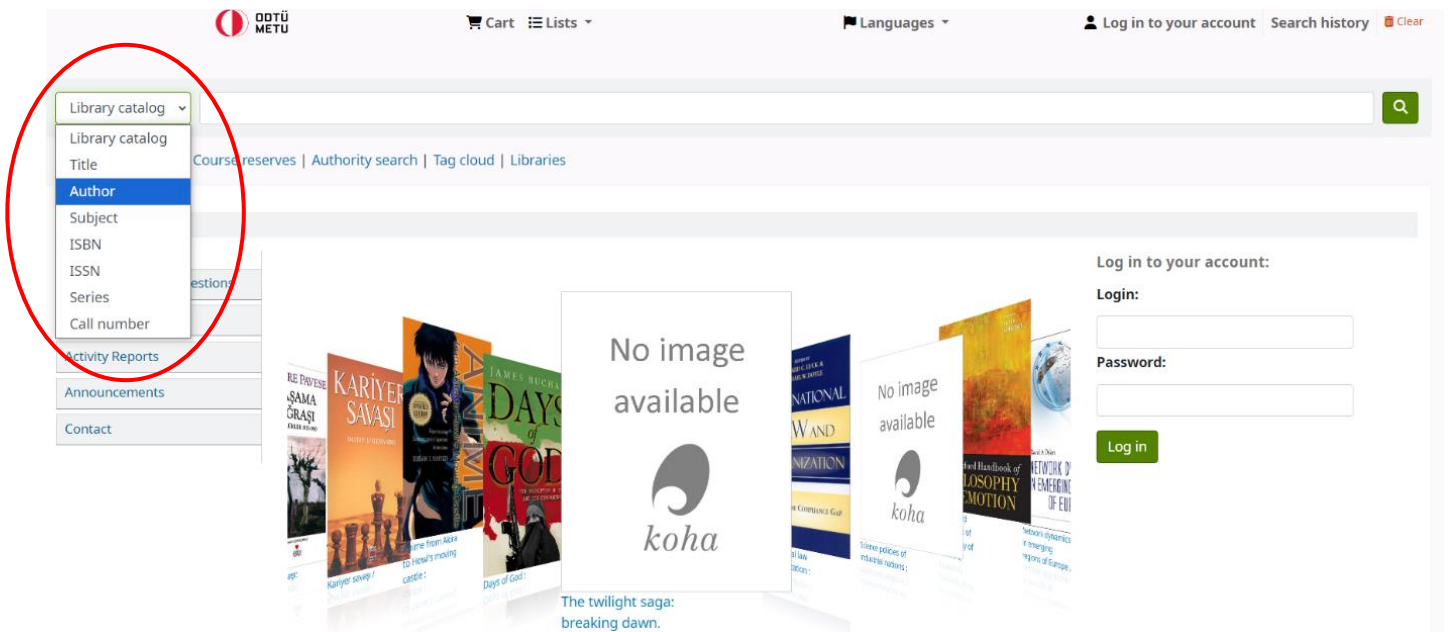
As of September 23, 2024, the KOHA Automation System is being used in our library.

You can access the library catalog at <https://librarycatalog.metu.edu.tr/>



## BASIC SEARCH

Select the field you want to search from the drop-down menu on the left side of the screen (title, author, subject, location number, etc.).



Let's assume you have selected the 'Subject' field. Type one or more keywords in the search box and click the search button.

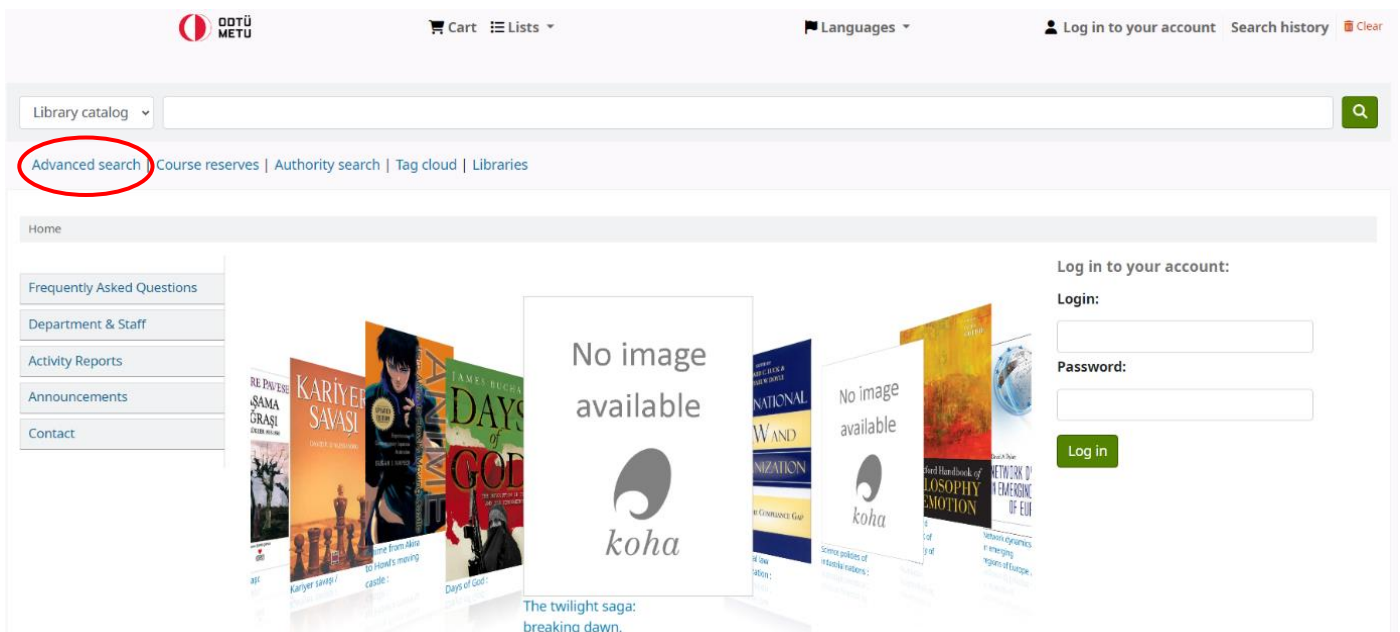
The screenshot shows a library search interface. At the top, a search bar contains the text 'management research' and a magnifying glass icon. Below the search bar, there are navigation links: 'Advanced search | Course reserves | Authority search | Tag cloud | Libraries'. The main content area displays 'Your search returned 1488 results.' and a list of search results. The first result is 'Nature-Inspired Methods for Metaheuristics Optimization [electronic resource]: Algorithms and Applications in Science and Engineering / edited by Fouad Bennis, Rajib Kumar Bhattacharjya.' The second result is 'Industrial Engineering in the Digital Disruption Era [electronic resource]: Selected papers from the Global Joint Conference on Industrial Engineering and Its Application Areas, GJCIE 2019, September 2-3, 2019, Gazimagusa, North Cyprus, Turkey / edited by Fethi Calisir, Orhan Korhan.' On the left side, there is a 'Refine your search' section with various filters like 'Availability', 'Authors', and 'Locations'. A red circle highlights the 'Subject' dropdown menu in the search bar.

If there are too many results, you can limit your search by marking your selections from the criteria in the 'Refine your search' section on the left side of the screen.

This screenshot is similar to the one above, showing the same search results for 'management research'. However, a red circle highlights the 'Refine your search' section on the left side of the screen. This section includes filters for 'Availability', 'Authors', 'Item types', and 'Locations'. The search bar at the top still contains 'management research' and the magnifying glass icon. The main content area shows the same list of search results.

## ADVANCED SEARCH

You can use the 'Advanced search' feature to get more accurate results compared to the basic search.



- With the advanced search feature, you can combine
  - keywords
  - subject
  - title
  - author, etc. with the conjunctions
    - 'and'
    - 'or'
    - 'not'
- select the resources'
  - 'Item type'
  - 'Shelving location'

Keyword  + -

and  Keyword  + -

and  Subject  + -

and  Rights to search  + -

or

not

**Search** Fewer options New search

Item type **Shelving location**

Limit to any of the following:

<input type="checkbox"/> European Documentation Center	<input type="checkbox"/> ML Book	<input type="checkbox"/> ML Booking	<input type="checkbox"/> ML Kasım Gülek Collection
<input type="checkbox"/> ML Lockers	<input type="checkbox"/> ML Multimedia Materials	<input type="checkbox"/> ML Phd Thesis	<input type="checkbox"/> ML Project Materials
<input type="checkbox"/> ML Rare Materials	<input type="checkbox"/> ML Reference Materials	<input type="checkbox"/> ML Reserve 1d.	<input type="checkbox"/> ML Reserve 3d.
<input type="checkbox"/> ML Reserve 3hr.	<input type="checkbox"/> ML Serials	<input type="checkbox"/> ML Thesis	<input type="checkbox"/> MS Books
<input type="checkbox"/> MS Reference Materials	<input type="checkbox"/> MS Reserve Materials	<input type="checkbox"/> MSI Books	<input type="checkbox"/> MSI Serials
<input type="checkbox"/> NCC Books	<input type="checkbox"/> NCC Easy Readings	<input type="checkbox"/> NCC Locker Key	<input type="checkbox"/> NCC Multimedia Materials
<input type="checkbox"/> NCC Project Materials	<input type="checkbox"/> NCC Ref Materials	<input type="checkbox"/> NCC Reserve 1d.	<input type="checkbox"/> NCC Reserve 2hr.
<input type="checkbox"/> NCC Reserve 3d.	<input type="checkbox"/> NCC Reserve 5hr.	<input type="checkbox"/> NCC Reserve 7d.	<input type="checkbox"/> NCC Serials
<input type="checkbox"/> NCC Thesis			

- Also you can make your search more accurate by selecting from the
  - 'Location and availability'
  - 'Sort by'
  - 'Publication date range', and
  - 'Language'
  - 'Audience'
  - 'Content'
  - 'Format'
  - 'Additional content types for books/printed materials' menus.

<input type="checkbox"/> ML Rare Materials	<input type="checkbox"/> ML Reference Materials	<input type="checkbox"/> ML Reserve 1d.	<input type="checkbox"/> ML Reserve 3d.
<input type="checkbox"/> ML Reserve 3hr.	<input type="checkbox"/> ML Serials	<input type="checkbox"/> ML Thesis	<input type="checkbox"/> MS Books
<input type="checkbox"/> MS Reference Materials	<input type="checkbox"/> MS Reserve Materials	<input type="checkbox"/> MSI Books	<input type="checkbox"/> MSI Serials
<input type="checkbox"/> NCC Books	<input type="checkbox"/> NCC Easy Readings	<input type="checkbox"/> NCC Locker Key	<input type="checkbox"/> NCC Multimedia Materials
<input type="checkbox"/> NCC Project Materials	<input type="checkbox"/> NCC Ref Materials	<input type="checkbox"/> NCC Reserve 1d.	<input type="checkbox"/> NCC Reserve 2hr.
<input type="checkbox"/> NCC Reserve 3d.	<input type="checkbox"/> NCC Reserve 5hr.	<input type="checkbox"/> NCC Reserve 7d.	<input type="checkbox"/> NCC Serials
<input type="checkbox"/> NCC Thesis			

<b>Location and availability:</b> <input type="text" value="All libraries"/> <input type="checkbox"/> Only items currently available for loan or reference	<b>Sort by:</b> <input type="text" value="Relevance"/>	<b>Publication date range</b> <input type="text"/> <small>For example: 1999-2001. You could also use "-1987" for everything published in and before 1987 or "2008-" for everything published in 2008 and after.</small>	<b>Language</b> <input type="text" value="No limit"/>
<b>Audience</b> <input type="text" value="Any audience"/>	<b>Content</b> <input type="text" value="Any content"/>	<b>Format</b> <input type="text" value="Any format"/>	<b>Additional content types for books/printed materials</b> <input type="text" value="Any"/>