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Apollo by Biblionix Our On-Line Library Catalog

The Mary Barnett Memorial Library on-line catalog is available for your use from any Internet capable device (computer, phone, tablet, etc) in the *library*, at *home, or anywhere*. There are two primary capabilities: the catalog and your library account. Instructions on the catalog are provided here. Account information can be found in a different document. If you need help, please don't hesitate to ask a staff member for assistance.

ACCESSING THE CATALOG:

- You can access the catalog directly using the catalog URL. It's https://guthriecenter.biblionix.com.
- On the library website <u>https://www.guthriecenter.lib.ia.us/</u> you'll see a link to the catalog or a catalog search blank where can enter your terms directly.



SEARCHING:

There are 3 ways of searching: "Search All Fields", "More Search Options", and "What's Hot". The "Search All Fields" option is what is used when you use the search blank from the library's homepage.

<u>Search All Fields</u>: most likely, you'll want to use this simple search. It performs a Google® type search (including putting phrases in quotes). It searches all titles, subtitles, **authors' first** and **last names**, **various n**otes, and **a number of other fields**. You'll be presented with the list of titles based on their relevancy to your search. Word



order and letter case do not matter. To use this method, simply type a word, words, or phrase, into the blank at the top of the screen. Then either push the Enter key on your keyboard, or click the GO! button. Other search options in the drop-down menu are "Title Starts With", "Title Contains", and "Author".

Keyword Search Examples:

- o DVDs based on books by John Grisham:
- o The Lord of the Rings series:
- o Snakes in Texas:
- Items involving a particular fictitious character:
 That book you heard about once, written by somebody named Fred that has "Sea" somewhere in the title:

grisham dvd "lord of the rings" snakes texas jack ryan fred sea

NOTE: For searches with "AND", "OR", use More Search Options. .

More Search Options:

If you wish to perform very detailed searches this option is for you. It also allows you to examine the subject categories that the library is using.

Find: Sea	ch	Search All Fields	💌 💿 🚭
SO Search	Tips 🧿 More Sea	ch Options 🕂	
Advanced	Search		
Keywords	× 1]
AND			
Keywords	× .]
AND			
Keywords	×]
Grouping: (on	ly relevant if all three bl	anks used)	1
Search 1 and	Search 2, then Search	3 🗸	
Search	Reset Cancel		

<u>What's Hot</u>: Have you ever wanted to know what new items are available in the library since the last time you looked? Curious about what items are the most read at your library? Or do you want to see the library's Recommended Reading list(s)? The "What's Hot" on the catalog home page will show you.

What's Hot					
What's New	Most Read	Recommended Reading			
NISEE	verDrive: Invisib	le			
	verDrive: V" is f	for Vengeance: Kinsey Milhone Series, Book 22			
(OKar alter Contraction Contra	OverDrive: What Alice Forgot				
O	verDrive: Dead I	Ever After: Sookie Stackhouse Series, Book 13			

SEARCH RESULTS

Below is example image of a search result. It shows results for a 3-word search: dogs puppies training. Each line/title is color coded: Green for "In"/available for check out, and Pink for "Out"/not available. The "Label" and/or "Location" column(s) tell you where to locate the item in the library. The "Score" column is the relevancy ranking, with 100 being a 100% match. The "In" column tells you how many copies are available, etc. (Note: if you were to perform another search, your previous search(es) will appear above the current results for fast access. Instead of the "Back" button, use this history listing).

Keyword: dogs puppies training Results: 27 matches m Search Other Libraries										
Coveron	Score	Location	Label	Title	Author	In	Total	©Date		
School School	100	Nonfiction	636.7 Bailey	Puppy school: 7 steps to the perfect puppy	Bailey, Gwen	0	1	2005		
	98	J Paperback	J PB Miles	Daisy	Miles, Ellen	1	1	2015		
	90	Nonfiction Videos	Vid 636.7 Incredible	Video: Incredible puppy care (video)		1	1	2002		

You can:

- Click an item, green or pink, to see more information and to place a reserve on it
- Click on a column heading (Label, Title, Author, and etc) to sort the list by that heading. Click again to sort in the reverse direction.

When you click on an item, the item will expand in the search results list revealing more information. For example, by clicking a subject (eg Puppies) you get a list of additional items we have in that subject.

Cover	Score	Location	Label	Title	Author	In Total ©D;		©Date
Several A	100	Nonfiction	636.7 Bailey	Puppy school: 7 steps to the perfect puppy	Bailey, Gwen	0	1	2005
NO.	98	J Paperback	J PB Miles	Daisy	Miles, Ellen	1	1	2015
	90	Nonfiction Vid 636.7 Videos Incredible		Video: incredible puppy care (video)		1	1	2002
Print record Save You must log in (see th Title: Incre Medium: Vide Extra Data: None NoveList: None. Subjects: Puppe Publication: Putilication: Holdings: Edition Holdings: Edition			nt record) Saw must log in (see Title: Incl Medium: Vide Location: Nom NoveList: Nom Subjects: Dog Pup blication: Puri Length: One Holdings: It	erecord the upper right) to place a reserve or create a bookmark. edlible puppy care (video) o liciton Videos — Vid 636.7 Incredible s s=Behavior west-Training na, 2002 VHS cassette; color; 30 minutes o Location Status 99 Monfiction Videos – Vid 636.7 Incredible				

You can also place a reserve on that item by logging in. When the item becomes available, you will be notified.

We hope you enjoy the catalog. Let us know what you think.