

## Introduction to UNB WorldCat

In this video, you will learn how to:

- locate UNB Libraries' catalogue,
- perform a basic catalogue search,
- apply limiters to search results,
- use subject headings to further your searches,
- browse the shelf, and
- request research materials.

A library catalogue is a kind of **database** that you can search to find materials, including books, journals, newspapers, or films. At UNB Libraries, the main catalogue is **UNB WorldCat**. When you run a search, UNB WorldCat searches multiple libraries' records and displays UNB Libraries' materials first.

You can search by keyword, author, title, subject, and more.

It is easy to modify your search results using the sorting features and limiters to the left of your results, such as format, author, year of publication, and language.

Clicking on the title for the item takes you into the catalogue record. In the record, you will find more details including the publication information. You can “Explore Editions & Formats” to locate different options available. You will come across items that are print, electronic, or both. To distinguish what is available from UNB Libraries' collections as opposed to other libraries, be sure “UNB Libraries” is noted in the *Library* column.

For locally available print or physical items, note the library, location, and call number under “Access Options” to find the item on the shelf. You can also click the red “Request” button to request items for pick up at the library location most convenient for you.

For electronic items, click the “Access Online” link.

The catalogue record is where you will find publication information and, often, the book's table of contents. You can also find links to the subject headings for your item. **Subject headings** are specific words or phrases used by a database or a catalogue to describe a given topic. Similar to hashtags used in social media, subject headings enable you to retrieve more precise search results on a specific topic.

The “cite” option helps you cite your sources. You can choose the citation style and copy and paste a formatted citation into your paper. Be sure to review and edit the citation information, since this tool does make errors.

Log into your UNB WorldCat account to save items, create lists, and share multiple items.

The “Browse the Shelf” function in UNB WorldCat enables you to review items that are within a particular call number range. Items that are related in subject matter are arranged together on the shelves. When you find an item on a topic, the books next to it on the shelf are related to the same subject area.

The catalogue can also be used to search libraries worldwide. Simply change the setting of your search from UNB Libraries to Libraries Worldwide to access the holdings of other institutions. When you come across an item that we don't have, use the “Request” button to order the resource from another library. You can also request an item we don't have via the **Document Delivery** link in the QuickLinks.

If you are searching UNB WorldCat from off campus and accessing licensed resources, you will be prompted to log in with your university credentials--the same login and password you use to access your e-services.

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