## Catalogue Search Tips

## **Moninder Lalli**

Librarian: Sociology/Anthropology | Gender, Sexuality, and Women's Studies | Labour Studies | Graduate Business

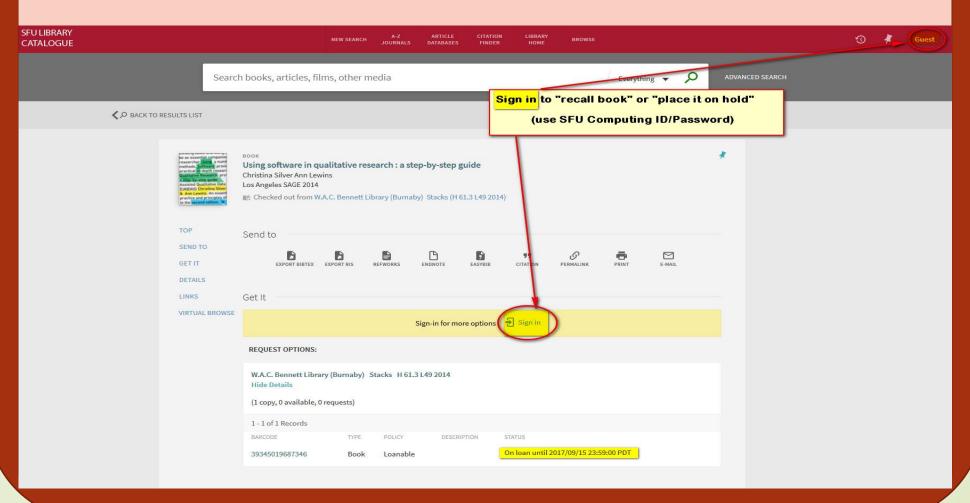
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### **CHANGES to Catalogue Search Since May 2017**

- > Sign in with SFU Computing ID/password to:
  - View your Library record (to renew books online)
  - Place a hold on a book that is signed out
  - Transfer a book from another branch
  - Request an Inter-Library Loan
  - Create an E-Shelf of favorite books
  - Set up email alerts of your searches

## Sign-in where it says "Guest" (top right)



# Catalogue Search for a "Known" Book or Journal

Choose, "Catalogue Search" tab

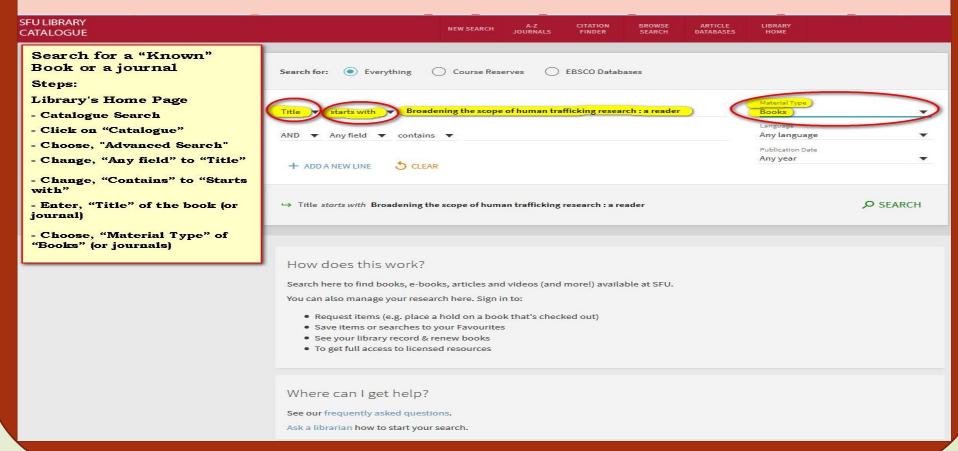
Click on "Catalogue"

Choose, "Advanced Search" option

- Change, "Any field" to "Title"
- Change, "Contains" to "Starts with"
  - Enter, "Title of the book" (or a journal name)

Choose, "Material Type" of "Books" (or Journals)

# Catalogue Search for a "Known" Book or Journal



"Search Syntax" for Catalogue Search When Searching for "Topics"

Use a capital "OR" to connect words with same or similar meaning

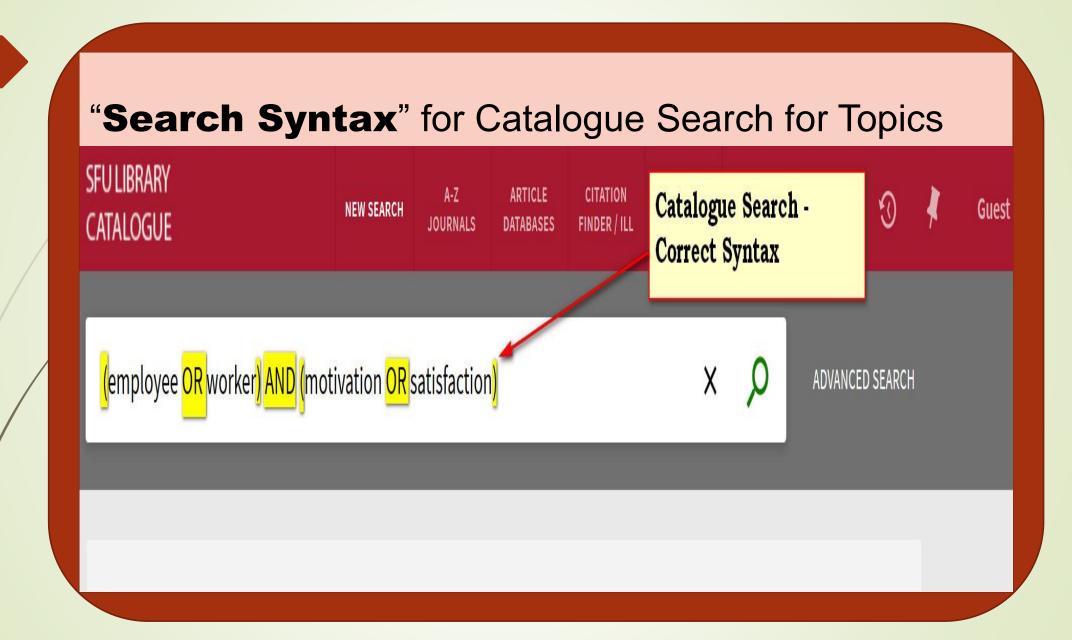
women OR girls

Use a capital "AND" to connect words with different meaning

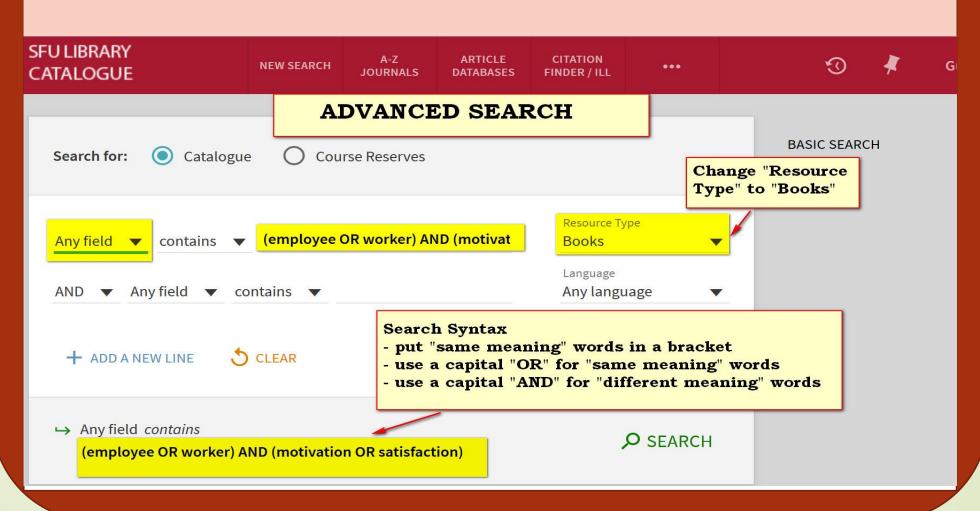
women AND rights

"Search Syntax" for Catalogue Search when searching for "topics"

- (women OR girls) AND rights
- (employees OR workers) AND (motivation OR job satisfaction)



## "Advanced" Search for Flexibility in Searching



# Use "Limit" by "Subject" to Narrow Down Results

### Limit by "Subject"

### Subject ^

Electronic Books (4,747)

Electronic book... (2,335)

General (1,980)

Business & Econ... (1,828)

Economics (1,679)

Business (1,557)

Management (873)

Economics/Manag... (840)

Psychology (829)

Leadership (417)

#### Employee Motivat... (394)

Goal setting in per... (335)

Personnel manag... (268)

Employees (252)

Organizational be... (236)

### Job Satisfaction (170)

Incentives in indu... (120)

Human Resources... (107)

Employee compet... (102)

#### MULTIPLE VERSIONS

Work motivation: history, theory, research, and practice / Gary P. Latham.

Gary P Latham

2 versions of this record exist. See all versions

### Strategic Reward and Recognition

#### BOOK

Strategic reward and recognition: improving employee performance through non-monetary incentives / John G Fisher.

John G. Fisher author

### Psychology Employee Empowerment

#### BOOK

The psychology of employee empowerment: concepts, critical themes and a framework for implementation / by Rozana Ahmad Huq. Rozana Huq author

Farnham, Surrey; Burlington, VT: Gower 2015

#### MULTIPLE VERSIONS

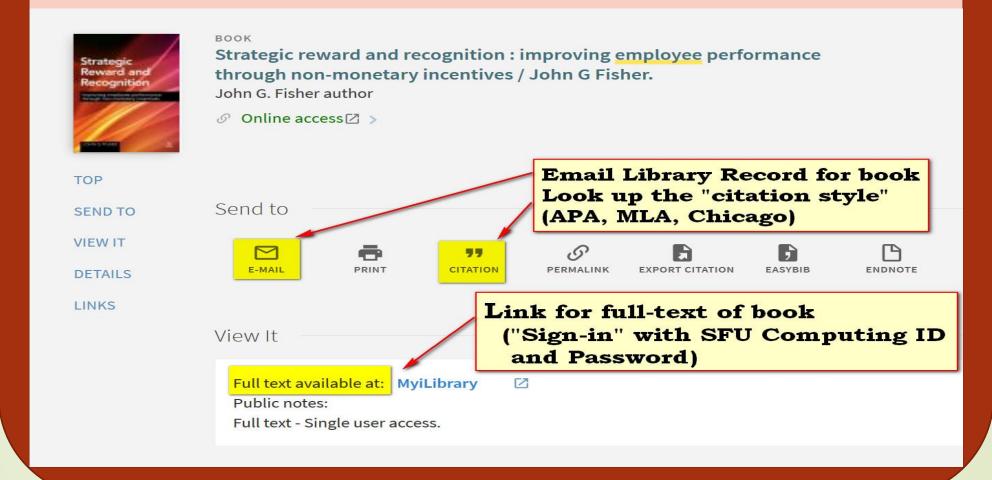
VALUING PEOPLE TO CREATE VALUE AN INNOVATIVE APPROACH TO LEVERAGING MOTIVATION AT WORK

Herve Mathe Xavier Pavie; Marwyn O'Keeffe

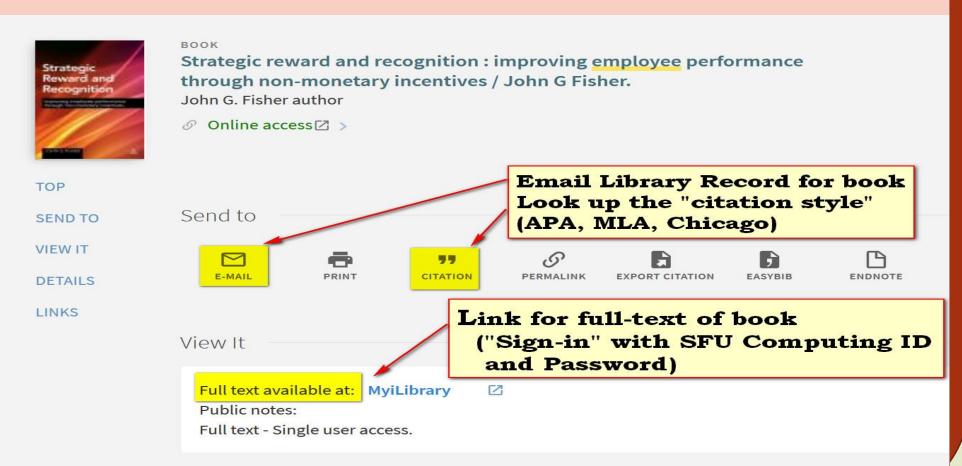
2 versions of this record exist. See all versions >

воо

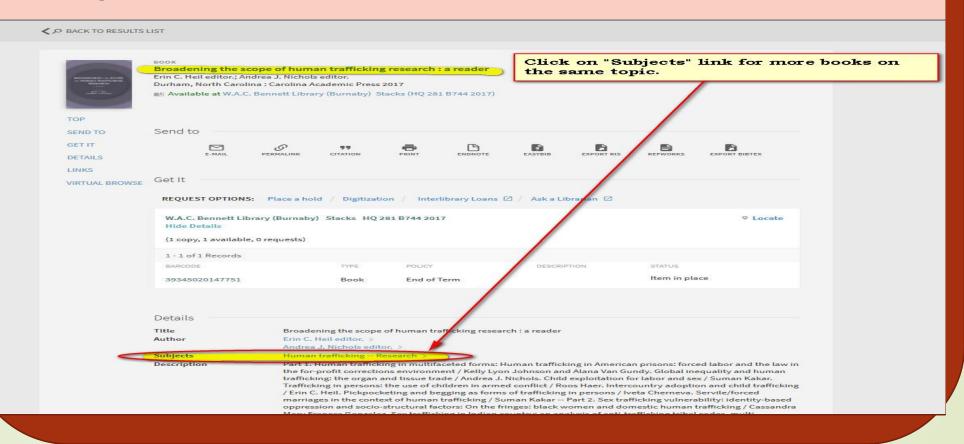
## Link to Electronic Book



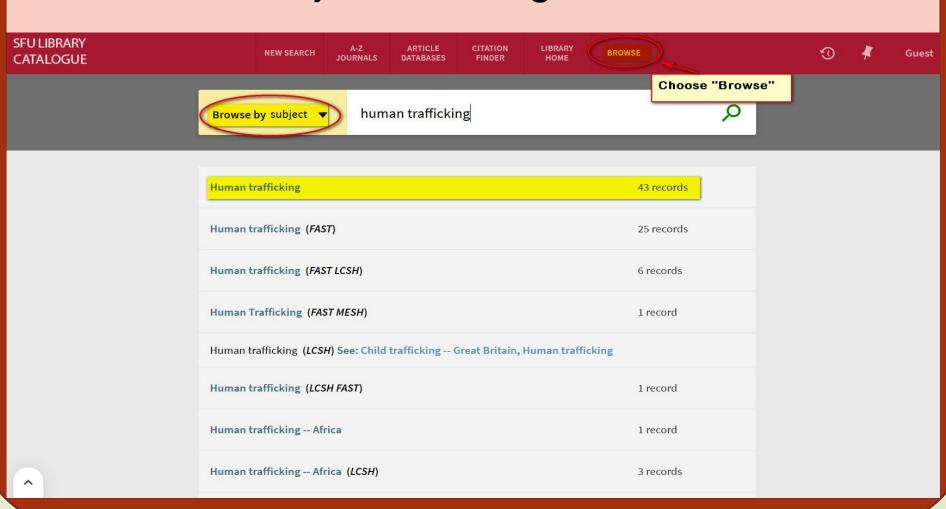
## **Email Record** and "Citation Information"



# Within a Record for a Book, Click on "Subjects" for more books on same topic



## "Browse" Subject Headings (Use the "Browse" Tab)



Use "Citation Finder/ILL" (Inter-Library Loan)" for Books or Articles Not at SFU Library **SFU LIBRARY** A-Z ARTICLE CITATION **NEW SEARCH** CATALOGUE **JOURNALS** DATABASES FINDER / ILL Citation Finder / Inter-Library Loan To request books, journal articles, films, etc. that Course Reserves are NOT owned by SFU Library Resource Type Title ▼ is (exact) ▼ Books

## Questions?

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Ask a Librarian

(http://www.lib.sfu.ca/help/ask-us)