Library Resources for UMO Students

MOYE LIBRARY, UNIVERSITY OF MOUNT OLIVE

Module 2.1
Introduction for the Moye Library Online Catalog
Research Questions?
Contact a Librarian at Moye Library

Regular Library Hours*:
M-Th 8:00am – 11:00pm
Friday 8:00am – 4:30pm
Saturday 11:00am – 3:00pm
Sunday 2:00pm – 11:00pm
*For holiday and summer hours call Moye Library or check Social Media: or Moye Library Website

Phone: 800-653-0854 or 919-658-7869
Library Email Address: library@umo.edu
Staff Email Addresses
Searching the Moye Library Catalog

Search Box, Moye Library Homepage

Moye Library Catalog

Moye Library Homepage Navigation
Requesting an Item from Moye Library

1. Use the catalog to locate the item(s) you want.

2. Scroll down the WorldCat Discovery record and click the “Request Item through Interlibrary Loan” button, and fill out the form.

3. **Or You Can**: Copy the essential bibliographic information about the item: author, title, call number, and publisher and email it to our Reference Librarian, Kelsey Chandler, kchandler@umo.edu.

4. If you live in the surrounding area of Mount Olive, items can be picked up at Moye Library.

5. If you do not live in the surrounding area of Mount Olive, you can send a mailing address to our Reference Librarian, Kelsey Chandler, so we can mail you the materials you need. Allow for ample time for items to be located, packaged, and sent to you. The patron is responsible for return postage.
Reading the Search Results

If you are searching from the homepage Search Box or the Moye Library WorldCat Discovery, the first results will be held by the University of Mount Olive, Moye Library.

On the left side of the page is where you find different filters to narrow your search.

Some of the filters are Library, Format, Databases, Author, Year, etc.

Title
Author
Description
Where it is Held
Format
Expanded Result Record

- Expanded Description
- Different Editions & Formats
- Where to access the item
• All items in the library are included in the catalog.
• These items include: articles, books, e-books, DVD’s, audio files, videos, etc...
• All Items are filed according to the Library of Congress Classification System
• Any item whose call number begins with REF is a reference item that cannot be checked out.*
• Normal check-out is for a month. (This changes when there is less than a month left in the semester. Contact Moye Library for more information.)

<table>
<thead>
<tr>
<th>* Location</th>
<th>Call Number</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Moye Library Reference Collection</td>
<td>Ref HA 202 2012</td>
<td>2012 Available</td>
</tr>
</tbody>
</table>
This list shows libraries that use WorldCat that have access to the item.
WorldCat Discovery Advanced Search

Search Terms

Search Indexes such as Keyword, Subject, Title, Author, etc.

Add Search Terms

Booleans: AND, OR, NOT

After making Database searching changes, you must click “Save Changes” before you search.

Default Searching Databases

Database Lists divided by Subjects. These are not all of the databases for a Subject, but the most broad for said Subject.
WorldCat Discovery Advanced Search (cont’d)

A list of all the searchable Databases in WorldCat is under the subject heading, “All Databases.”

Note: The more databases you search at once the longer it will take to receive your results. The Advance Search will be in effect until you go back into the Advanced Search area and reset or change any of the filters.