YorSearch

What is YorSearch?

YorSearch is the interface to the University of York Library Catalogue. It contains information about both print and electronic books, journals, and audiovisual materials available in the University of York Library.

You will need to search YorSearch to locate recommended reading materials in the Library to support your academic studies. You will be expected to find additional material for your assignments, so it is important that you learn how to use the library catalogue.

Access to YorSearch

Go direct to: http://yorsearch.york.ac.uk
OR from the University of York **Student homepage**, follow the link to the Library Catalogue. YorSearch is also installed on public terminals in the Library buildings.

Searching for books

Enter your search terms into the Library Catalogue search box on the YorSearch homepage. You can use any combination of title, author name or subject keywords. For a known item, an author surname and a couple of significant words from the title may suffice.

Example

To find: Lees, C.A. (2013) *The Cambridge history of early medieval English literature*. Cambridge: Cambridge University Press.
Type **The Cambridge History of early medieval English literature** into the **Library Catalogue** search box and click on **Search**.

Search results

Once you have conducted your search, a list of results matching your search terms will be displayed.

Sort your results by relevance, date, etc.
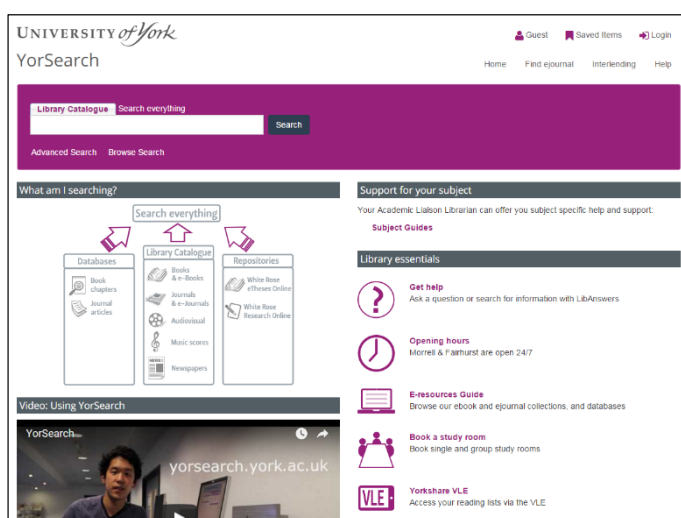
Refine your search results using the links in the left hand panel. You can limit your search by library, subject, author, date, and more.

Status indicators show at a glance if an item is available.

Click **Details** for a complete record and links to other items on the same subject.

Click on **Find in Library** to see the shelf location (e.g. MA 50.9 CAM), plus live details of every copy, including the loan category and due date. If the copy is in the Library the record will say Item in place. For a map of the library collections click on Locate.

If an item is available electronically, click on **View Online** to access the online text.

Library & IT : **Digital Skills Training**
http://subjectguides.york.ac.uk/skills/training

If there are multiple editions of an item, click the **View editions or versions** link to see the different editions available.

Booking Key Texts and making requests

If the copy is provided in Key Texts, the location will be listed under **Find in Library**. You can book Key Text items for up to four hours:

1. Click **Find in Library** to view the item details.
2. If not logged in, click the link to see Request options and log in with your IT Services username and password.
3. Click **Place a request of booking** to go to the booking form.
4. If the Request Type option appears in the form, choose **Place a Key Text booking**.
5. Choose the start and end date and time for your booking. You can see what times are available by clicking **Check Availability**.
6. Click **Submit** to place your booking.
7. Remember to log out if you are using a public computer.

If all copies of a book other than Key Texts are on loan, you can place a **request** to have a copy held for when it is returned.

1. Follow steps 1-3, above.
2. Select your preferred pick-up location and click **Submit** to place your request.
3. Remember to log out if you are using a public computer.

Searching for journals

You can use the **Library Catalogue** search to locate a journal reference. Enter the journal title into the search box.

Example

To find: Smyth, C., Cass, B. and Hill, T. (2011) "Children and young people as active agents in care-giving: Agency and constraint". *Children and Youth Services Review*, vol.33 (4), pp.509-514.

Type **Children and Youth Services Review** into the **Library Catalogue** search box, and click on Search.

1. In your list of results, journals can be identified by the icon to the left of the title. You can also refine your results by clicking **Journals** in the **Resource Type** section of the side-panel.
2. To access an e-journal host service (where available), click **View Online**. Coverage dates are given for each host option. Choose a host that covers the date that you require (in this example, 2011). You may be asked to log in with your IT Services username and password.
3. To view any print holdings click on **Find in Library**.

Search Everything

Click the **Search everything** tab above the search box to search for journal articles by title, author or subject. Note that this is not a complete index of all articles that are available, and you should still check subject databases to ensure a thorough search on a topic.

My Library Account

Log in with your IT Services username and password, in order to:

- Remind yourself which books you have borrowed
- Renew your books
- Manage your requests and Key Text bookings
- Renew any fines or charges
- Manage your interlending requests.