



# Searching the CU Library Catalog

The CU Library homepage can be accessed from any computer connected to the Internet via [www.cui.edu/library](http://www.cui.edu/library). Use the link to our Library Catalog. From off campus, you'll need your I.D. E # and the password or access code you use for Blackboard or Eagles.

## Research Tools

- [Library Catalog](#)
- [A-Z Journal List](#)
- [EBSCO](#)
- [JSTOR](#)
- [LexisNexis](#)
- [NetLibrary Ebooks](#)
- [Oxford Reference Online](#)
- [Oxford English Dictionary](#)
- [WorldCat](#)
- [Library Collections](#)

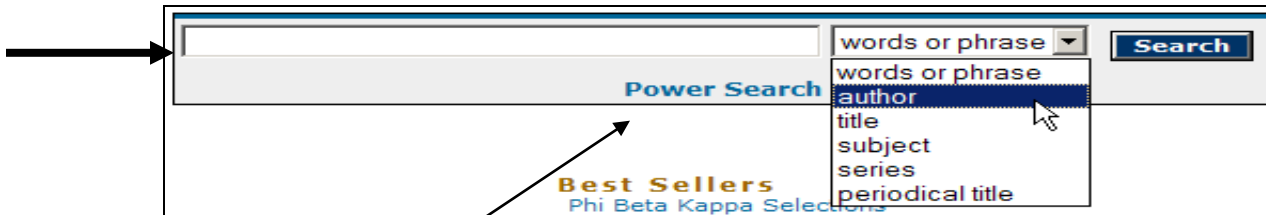
Besides books, the library catalog also indexes our CD's, DVD's, videos, theses, and print or microfiche periodicals.

The catalog search page also has valuable links to see Reserves, check your account, renew books, place holds, request material, and a 'Knowledge Portal' with links to resources on the World Wide Web.

- [Search/Home](#)
- [I Need Material](#)
- [Knowledge Portal](#)
- [Reserve Desk](#)
- [My Account](#)

## CU Library Catalog Search Page:

In the blank, type in the words or phrase you are searching. (See handout for Boolean search options.) You may choose a category to search in, but generally, 'words and phrases' will find the most information. SEARCH.



You may also use the **Power Search** to help you limit your results based on the specifics you select. After typing in **moral education**, below is part of the Search Results screen. The basic information about the book will be on the screen, along with a list of topics where you might find additional information.

Search Results	
subject "moral education" search found 28 titles. Pages << 1 2 >>	
#1	<p>LC 573 .L78 1974 1974</p> <p><b>Decisions now : an approach to the education of Christian citizens</b> Kracht, James B.</p> <p>1 copy available in STACKS</p>
#2	<p>LA 217 .N354 1990 1990</p> <p><b>The closing of the American heart : what's really wrong with America's schools</b> Nash, Ronald H.</p> <p>1 copy available in STACKS</p>
#3	<p>BV 1475.8 .P77 1998 1998</p> <p><b>Faith-building with preschoolers, teachers and parents together</b> Prenzlow, Linda.</p> <p>1 copy available in STACKS</p>

**search for items in**

[Google](#)

**You Found Titles in Categories:**

- [Social Aspects of Education](#)

**Try these too...**

- [CHILD REARING EDUCATION](#)
- [ETHICS](#)
- [JEWISH RELIGIOUS EDUCATION](#)
- [MORAL DEVELOPMENT](#)
- [MORAL EDUCATION ELEMENTARY](#)
- [VALUES CLARIFICATION](#)
- [RELIGIOUS EDUCATION](#)

Click on **Details** on book #1 above to bring up this Item Information view. At any time you can click the **Keep** button to add this resource to your search results. You may search for items with the same subject, author, or nearby on the shelf. Other subject headings are also suggested. Make a note of the **Location and**

**Call Number**

The screenshot shows a sidebar on the left with a 'Keep' button circled in blue. Below it are links for 'Items with the same Author', 'Items with the same Subject', and 'Items on the same shelf'. There is also a 'search for items in Google' link and a 'You Found Titles in Categories:' section. The main area is titled 'Item Information' and 'Catalog Record'. It displays the title 'Decisions now : an approach to the education of Christian citizens' by Kracht, James B. with publisher, date, and page information. Below this is a 'Holdings' table:

Call Number	Copies	Material	Location
LC 573 .L78 1974	1	Books in all circulating open collection stacks	Main reading room

Clicking on the **Catalog Record** tab will bring up detailed information on the content of the volume, including subject terms at the bottom of the screen which have additional resources on that subject.

To retrieve the saved items you wanted to KEEP, simply click on the **KEPT** on the top menu:

The screenshot shows a dark blue navigation bar with the following items: Go Back, Help, New Search, Previous, Next, X-Refs, Change Display, Kept, Logout. The 'Kept' item is highlighted in a lighter blue, and an arrow points to it from the text above. To the right of the bar, the text '=TOP MENU' is visible.

This next screen shown gives you the option to edit or sort your list and print or email the list.

The screenshot shows a screen titled 'Print or email kept records'. On the left, there are two buttons: 'Remove checked titles' and 'Remove all titles'. Below these are two book entries, each with a checkbox:

- Decisions now : an approach to the education of Christian citizens  
Kracht, James B
- The closing of the American heart : what's really wrong with America's schools  
Nash, Ronald H

On the right, under the 'options' header, there are dropdown menus for 'sort by:' (set to 'Title') and 'view of records:' (set to 'Brief'). Below these are buttons for 'VIEW', 'Print Formatted', and 'EMAIL' (with a yellow highlighted input field next to it).

**Renewing Materials** - You can renew items two ways.

- You can bring your ID card to the library and ask an employee at the main desk to renew your books.
- You can renew your books yourself online. Go to [www.cui.edu/library](http://www.cui.edu/library) and click the **library catalog** link. Then, click the **My Account** button at the top menu. Click the **Renew My Materials** link. Type in your User E# ID and PIN (password). Click the **List Charged** Items button. Click the **box** in front of the item(s) you wish to renew and then click **Renew Selected Items**. You will receive on screen confirmation of the renewal. There is only **one** renewal per item. **There are NO phone renewals.**

Library Catalog Search Page Menu:

The screenshot shows a navigation menu with the following items: Search/Home, I Need Material, Knowledge Portal, Reserve Desk, and My Account. The 'My Account' item is circled in blue.