HOW TO: Use the Library Catalog

*This guide will help you locate PRINT resources which are physically located in Kinlaw Library.*

You can access the Kinlaw Library catalog online @ https://evergreen.asbury.edu/eg/opac/home/AU

You can also access the online catalog through the Kinlaw Library website.

Go to www.asbury.edu/library

Click on Research:

From here you can search the Library Catalog, the E-Book collection, and the Reference E-Book collection.

Click on Library Catalog:

- You should see a page that looks something like this:

  ![Library Catalog Interface](image)

- You can search by entering a **Keyword(s)** into the search box.
- You can also change the **Type** and search for a title, author, etc. instead.
- You can change the **Format**, if you know you are looking specifically for a book or a DVD, etc.
  - The more information you provide, the more specific your results will be.

Let's say we are looking for information on the play, *King Lear*, by William Shakespeare.

We can enter the words King Lear into the search box and will get the following results:
*Notice: Results include not only copies of the play, but also books written about the play.*

From the results page, you can:

- Narrow the results further based on the information on the left side of the page (by author, topic, series, and subject).
- Sort the results in whatever way is most helpful: relevance (default), alphabetically (by author or title), or by publication date.
Once you’ve found the book that you want, the call number needed to locate the book within Kinlaw Library is located under the Title / Author information.

You can also click on the title to discover more information about that book.

From this detailed screen you can discover even more information about the book, but you will still be able to see the Call Number (as well as the exact section of the library where the book is located and whether or not the book is available).

- A few of our e-books are available from links in the Library Catalog. If this is the case, linked text will appear beneath the words Electronic Resources (which appear beneath the title / author).
If the link does not work correctly, please access the e-book through our [E-Book catalog](#). Only a small number of e-books are accessible through our regular book catalog.

You can find more information about accessing E-Books: [HERE](#)

**ADVANCED SEARCH:**

You can also perform an advanced search, by clicking on the advanced search button when you are in the basic search screen.

Using the Advanced Search gives you many more search options, such as entering multiple word phrases and/or title and/or author to find the book you are looking for.

You can also narrow your search by **Item Type, Audience, Video Format, and Literary Form.**
You can also search numerically, if you know the book’s **ISBN** or **Barcode Number**. This tab is located next to the Advanced Search tab.

If you still find you need help locating the print resources you are looking for, please don’t hesitate to reach out to Kinlaw Library at circulation@asbury.edu or 859-858-3511, x2265