



3301 N. Mulford Rd., Rockford, Illinois 61114  
<http://www.rockvalleycollege.edu/library>

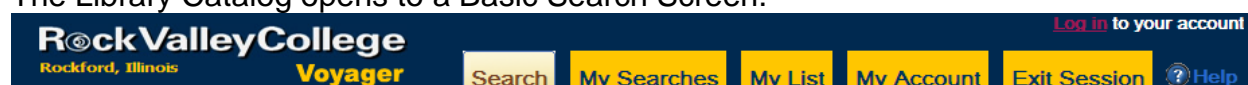
## Guide to Using the Estelle M. Black Library Online Catalog

**About the Catalog:** Use the Rock Valley College Library Online Catalog to identify books, periodicals, government documents, E-Books and other material available in the library. Users can access the online catalog by going to the Library home page at <http://www.rockvalleycollege.edu/library> and selecting the “**Library Catalog (TomCat)**” link located at the top of the left hand column.

Two options generally used for searching the catalog include:

- 1) **Basic Search**-includes common search types such as keyword, title, author, subject, and journal title.
- 2) **Advanced Search**-a more structured search that allows for more pre-defined search terms.

The Library Catalog opens to a Basic Search Screen.



### Basic Search

Database: Estelle M. Black Library

A screenshot of the Basic Search form. It has tabs for 'Basic', 'Advanced', 'Subject', 'Author', 'Course Reserve', and 'New Books'. The 'Basic' tab is selected. The form includes a search input field, a 'within' dropdown menu set to 'Keyword Anywhere', a 'Limit To' dropdown menu set to 'All Material', and a 'Records per page' dropdown menu set to '10 records per page'. A 'Search' button is located at the bottom right of the form.

**Search Tips:** enter words relating to your topic, use quotes to search phrases: **"world wide web"**, use + to mark essential terms: **+explorer**, use \* to mark important terms: **\*internet**. use ? to truncate: **browser?**

Figure 1

### Keyword - Basic Search:

**Keyword Searching:** The “Keyword Search” finds items where the keyword is located within descriptive information about a library item. This descriptive information includes the title, author names, and publication information.

Instructions:

1. Type in your keyword and notice on the right side of the screen “keyword anywhere” has been selected.

2. Press search button

**Basic Search**

**Database: Estelle M. Black Library**

Basic Advanced Subject Author Course Reserve Ne

Search: hydroelectric within Keyword Anywhere  
Keyword Anywhere  
Title  
Subject  
Journal Title  
Author  
Call Number

Limit To: All Material

Records per page: 10 records per page

**Search**

**Search Tips:** enter words relating to your topic, use quotes to search phrases: "world wide we

Search Results:

To see the keyword in the results, click on the title of one item.

Print Export E-mail Add to list Select Page All Sort by

**Titles**  
7 results found  
Keyword Anywhere(hydroelectric)

**Select Item**



[U.S. national debate topic 2008-2009 : alternative energy / edited by Paul McCaffrey.](#)  
2008  
TJ808 .U82 2008  
available, General Stacks (2nd floor)

[Building the world : an encyclopedia of the great engineering projects in history / \[compiled by\] Frank P. Davidson and Kathleen Lusk Brooke.](#)  
2006  
T56 .I44 2006  
multiple items available, General Stacks (2nd floor)  
[Walking stones / Mollie Hunter.](#)  
Hunter, Mollie, 1922-  
1996  
PZ7.H9176 Wal 1996  
available, Children's (2nd floor)  
[Alternative fuels and the environment / edited by Frances S. Sterrett.](#)  
1995  
TD195.E49 A44 1995  
available, General Stacks (2nd floor)  
[Hydro power in Sweden / written in co-operation by engineers from the Swedish Power Association](#)  
1981  
TK1489 .H93 1981  
available, General Stacks (2nd floor)

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**Notice the yellow highlight of the keyword used in the search in the detailed view.**

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U.S. national debate topic 2008-2009 : alternative energy /		Record View
<b>Title:</b>	U.S. national debate topic 2008-2009 : alternative energy / edited by Paul McCaffrey.	<a href="#">Staff View</a>
<b>Publisher:</b>	New York : The H. W. Wilson, 2008.	<b>Actions</b>
<b>ISBN:</b>	9780824210809 0824210808	<a href="#">Make a Request</a> (e.g. Hold, Recall, Photocopy)
<b>Format:</b>	<b>Book</b>	<a href="#">Print</a>
<b>Contents:</b>	Carbon's new math / Bill McKibben The politics of global warming / Thomas Sieger Derr Can the United States shed its oil addiction? / Josef Braml The geopolitics of natural gas / Michael T. Klare Old king coal comes back / Jeremy Main It's scary, it's expensive, it could save the earth / Charles Petit Is ethanol the answer? / Marianne Lavelle and Bret Schulte The price of biofuels / David Rotman Fuel for thought / Frances Cerra Whittelsey Biodiesel: homegrown oil / Greg Pahl Catching the wind / Jim Motavalli New and improved wind power / Greg Pahl Solar is the solution / Steve Heckerath Reaching for rays / Aimee Cunningham The hope for hydrogen / Joan Ogden and Daniel Sperling Fueling U.S. transportation / Michael K. Heiman and Barry D. Solomon Beyond batteries / Carol Potera <b>Hydroelectric</b> power / William Arthur Atkins Ending a dammed nuisance / The Economist Homestead hydropower / Steve Maxwell	<a href="#">Export</a> <a href="#">E-mail</a> <a href="#">Add to My List</a>
		More About This Item From 
		Google Books:  <a href="#">"About This Book"</a>

### Keyword - Advanced Search

An advanced **keyword** search follows **syntax** (definition: a logical arrangement of search commands including phrases, Boolean Operators, and truncation characters ) as explained by example below.

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**Assignment:** Find information about the loss of effectiveness in antibiotic drugs due to the problem of overuse.

---

**Instructions:** Use each of these search components: a phrase, a truncation character and boolean operator

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**Example:** “drug resistan?” **AND** antibiotic

<b>Phrase</b> in Quotation marks =	“ ”
<b>Boolean operator</b> =	AND
<b>Truncation character</b> =	?

## Examples of Correct Form for Search Commands

1	<b>Phrase</b> – enclose in quotation marks.	Example:	<input type="text" value="student success"/>
2	<b>Boolean Operators (And, Or, Not)</b> - link or combine keywords. “And” narrows your search by finding records that have both your first and second keywords Example:	<input type="text" value="student success AND college"/>	
	“Or” broadens your search by finding records that contain either your first keyword or your second keyword Example:	<input type="text" value="student success OR college"/>	
	“Not” excludes the second keyword from your search Example:	<input type="text" value="student success NOT college"/>	
3	<b>Truncation:</b> - the Question Mark (?) finds all words that have the same root. Example:	<input type="text" value="success?"/>	will find <i>success</i> , <i>successes</i> , <i>successful</i>

Type in search commands  
Click Search



### Basic Search

Database: Estelle M. Black Library

Basic   Advanced   Subject

Search:  within

Limit To:

Records per page:

Phrase in Quotation marks = " "

Boolean operator = AND

Truncation character = ?

---

Displayed below are the three items which were found that match the structured keyword search.

---

**Titles**

Database: Estelle M. Black Library

**3 results found**

Keyword Anywhere("drug resistan?" AND antibiotic)

[Edit Search](#)

[Save Search](#)

[Save Search as Alert](#)

[Print](#) [Export](#) [E-mail](#) [Add to List](#) → **Select** ☐ Page ☐ All

[Rising plague : the global threat from deadly bacteria and our dwindling arsenal to fight them / Brad Spellberg ; foreword by David Gilbert.](#)  
Spellberg, Brad.  
2009  
QR177 .S64 2009  
✔ available, General Stacks (2nd floor)

[Antibiotic-resistant bacteria / Patrick G. Guilfoile ; founding editor, I. Edward Alcamo ; foreword by David Heymann.](#)  
Guilfoile, Patrick.  
2007  
QR177 .G85 2007  
✔ available, General Stacks (2nd floor)

[Contagious diseases sourcebook / edited by Joyce Brennfleck Shannon.](#)  
2010  
RC113 .C664 2010  
✔ available, General Stacks (2nd floor)

[Print](#) [Export](#) [E-mail](#) [Add to List](#) → **Select** ☐ Page ☐ All

## Search by Subject:

**Subject(s)** are used to describe general topics that covered in the contents of the catalog. Accessing items by “**Subject**” term can be done by clicking on the term within the item record (example 1) or by performing a “**Subject**” search (example 2).

Click on the “**Subject**” term in the detailed view of an item.

Titles, Subjects, and Prev

TitlesSubjects◀ Prev

**Rising plague : the global threat from deadly bacteria and our dwindling arsenal to fight them /**

**Title:**  
Rising plague : the global threat from deadly bacteria and our dwindling arsenal to fight them / Brad Spellberg ; foreword by David Gilbert.

**Author:** [Spellberg, Brad.](#)

**Publisher:** Amherst, N.Y. : Prometheus Books, 2009.

**ISBN:** 9781591027508 (hardcover : alk. paper)  
1591027500 (hardcover : alk. paper)

**Format:** Book

**Contents:** Hard lessons learned from Mrs. C  
Infections, antibiotics, and antibiotic resistance  
Methicillin resistant staphylococcus aureus: deadly antibiotic  
Beyond MRSA: infections resistant to virtually all antibiotics  
Lack of antibiotic development  
The war against microbes?  
Forget pharmaceutical companies, the government can do better  
"Toxic pharmaceutical politics" and finger pointing  
So what will work?  
What can you do to help?  
Consequences and conclusions.

**Subjects:** [Drug resistance in microorganisms.](#)

Click on the Subject

Holdings Information

**Holdings Information**

<b>Location:</b>	General Stacks (2nd floor)
<b>Call Number:</b>	QR177 .S64 2009
<b>Number of Items:</b>	1

## Example 1

## II The list of Subjects (below) indicates that 7 items have the heading of DRUG RESISTANCE IN MICROORGANISMS

**Subjects**

3 results found

Subject(Drug resistance in microorganisms.)

[Edit Search](#) [Save Search](#) [Save Search as Alert](#)

**Drug resistance in microorganisms** (7)

Narrower Term: **Methicillin resistance**

**Drug resistance in microorganisms--Congresses**. (1)

**Drug resistance in microorganisms--Popular works**. (1)

**Search Tips:** Select a specific heading to display the titles for that heading or follow a cross-reference to get to a more appropriate heading.

Click on the Subject


## II The titles of all 7 items are displayed


Database: Estelle M. Black Library


7 results found


[Edit Search](#) [Save Search](#) [Save Search as Alert](#)

[Print](#) [Export](#) [E-mail](#) [Add to List](#) [Select](#) ☐ Page ☐ All

 [Antibiotic-resistant bacteria / Patrick G. Guilfoile ; founding editor, I. Edward Alcamo Heymann.](#)  
Guilfoile, Patrick.  
2007  
QR177 .G85 2007  
✓available, General Stacks (2nd floor)

 [Breakout : the evolving threat of drug-resistant disease / Marc Lappé.](#)  
Lappé, Marc.  
1995  
RB152 .L37 1995  
✓available, General Stacks (2nd floor)

 [Emerging infectious diseases \[electronic resource\] : trends and issues / edited by F. D. Durham.](#)  
2007  
No call number  
no item information, Electronic books (online)

 [Emerging infectious diseases : trends and issues / edited by Felissa R. Lashley and](#)  
2007  
RA643 .E465 2007  
✓available, General Stacks (2nd floor)

One feature of a library catalog is subject searching. Subject searching is based on the practice of assigning a subject heading to describe the contents of a book or other library item. When you search for a library item by subject, you will encounter the lists of subject headings in the catalog. Names of authors and people are found by entering the last name followed by the first name.

- 
1. Click the subject tab
  2. Enter Lincoln followed by Abraham e.g. Lincoln Abraham
  3. Click "Search"
- 

### Subject Search

Database: Estelle M. Black Library

Basic Advanced **Subject** Author Course Reserve New Books [Search History](#)

Subject:

Records per page:



**Search Tips:** Enter library defined subject headings: **accounting periodicals** or **united states civil war**

### Example 2

---

Click on the Heading "Lincoln, Abraham, 1809-1865" which includes 75 items.

---

Subjects

55 results found

Subject(Lincoln, Abraham)

Abraham Lincoln Battalion (0)

See: [Spain. Ejército Popular de la República. Brigada Internacional, XV.](#)

Abraham Lincoln Brigade (0)

See: [Spain. Ejército Popular de la República. Brigada Internacional, XV.](#)

Lincoln, A. (Abraham), 1809-1865 (0)

See: [Lincoln, Abraham, 1809-1865.](#)

[Lincoln, Abraham, 1809-1865.](#) (75)

[Lincoln, Abraham, 1809-1865—Anecdotes.](#) (2)

[Lincoln, Abraham, 1809-1865—Anniversaries, etc.](#) (2)

[Lincoln, Abraham, 1809-1865—Assassination.](#) (7)

[Lincoln, Abraham, 1809-1865—Assassination—Drama.](#) (1)

Click to display

III Many aspects of Lincoln's life are listed as subheadings which are the words to the right of the dash ( -- )

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Choose one of the items to view a detailed description of the item including its Subject.

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[Abraham Lincoln.](#)

Sandburg, Carl, 1878-1967.

1940

E457 .S214

multiple items available, General Stacks (2nd floor)

[Abraham Lincoln : a biography / by Benjamin P. Thomas.](#)

Thomas, Benjamin Platt, 1902-1956.

1952

E457 .T427 1952

not available, General Stacks (2nd floor)

[Abraham Lincoln, an authentic story of his life / by Paul M. Angle.](#)

Angle, Paul M. (Paul McClelland), 1900-1975.

1926

E457 .A57

available, General Stacks (2nd floor)

[Abraham Lincoln \[electronic resource\] / by James Russell Lowell.](#)

Lowell, James Russell, 1819-1891.

199u

No call number

no item information, Electronic books (online)

[Abraham Lincoln : from his own words and contemporary accounts / edited by Roy Edgar Appleman.](#) 1961

E160 .U629 no.2 1961

available, General Stacks (2nd floor)

Click item's title  
to display

Abraham Lincoln : from his own words and contemporary accounts /

### Bibliographic Record Display

**Title:**

Abraham Lincoln : from his own words and contemporary accounts / edited by Roy Edgar Appleman.

**Publisher:**

Washington : United States Dept. of the Interior, National Park Service, 1961, 1942.

**Format:**

Book

**Subjects:**

[Lincoln, Abraham, 1809-1865.](#)

### Holdings Information

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**Location:** General Stacks (2nd floor)

**Call Number:** E160 .U629 no.2 1961

**Status:** Not Charged

IV The above title record displays detailed information about the item.

Look for the subject, location, call number and status. General stacks are located on the 2nd floor.

Call numbers begin with letter(s) from A to Z. Status of “not charged” means the item is available.