How to use MULibrary Search Transcript

MULibrary Search is where you will search for books, eBooks, course & textbooks reserves, government documents, streaming media and DVDs. It also searches select databases for newspaper & journal articles and is a great starting place for your research. There is a lot of information available in MULibrary Search and this tutorial is designed to help you search for what you need in the most efficient way possible. Choose the topic on the screen that you would like to learn about. After each section you will be redirected back to this menu screen where you can choose to learn more about searching options. Let’s get started.

An overview of MULibrary Search

Welcome to MULibrary Search. Before you begin any search we recommend that you sign in. Then to get started type your keywords in the search bar. Already you have some searching options you can ‘Search everything’ which searches everything we identified in the beginning of this tutorial from all of the institutions in the Washington Research Library Consortium. You can also choose the ‘MU Catalog’ to search for items owned by MU. Or you can search just MU articles and the last search options allow you to just search either MU’s curriculum or juvenile collection. We are going to start by running a general search for information on higher education.

Before you look at your results, take a look at the filters on the left-hand side of the screen. This will give you insight into all the different types of resources the library has to support your research. The 'Availability' filter can be used to help you locate peer reviewed items or to limit to items that are available online or in print. The 'Resource Type' filter, can be used to help you narrow your search to a specific type of resource, including books, newspaper articles, videos, and more. The ‘Institution’ filter can be used to help narrow down your results by Institution. If you need to grab a book or other type of media from the shelf on campus today, narrow your results to Marymount. The more filters you apply the more relevant your search results will be. For this example our initial search retrieved over 4 million items. But if I apply the Institution Filter to display only MU owned items and the publication filter to only retrieve items published in the last five years I have a much more reasonable amount of results which I can choose to filter even further if necessary. This has been a brief overview of MULibrary Search.

Searching for books in MULibrary Search

When searching in MULibrary Search you will have the best experience if you log in first. As a member of the WRLC you can borrow books from MU and the schools listed on the screen. However, eBooks are a different story so be sure to view that portion of this tutorial for more information. To get started all you have to do is enter the title or keyword of the book you are looking for and click search. On left hand side use the ‘Refine your results’ options: you will need to choose resource type and filter to include only books. Now to borrow a book click on the title to open the full record. If it is a book owned by my MU you can just note the call number and retrieve it from the library. If it’s owned by one of our partner Universities or if the MU book is unavailable all you have to do is click on the ‘Request Materials’ option and complete the form.
Note what library you would like to pick the book up from and click submit. You will receive an email from the library when your book is ready for pick up. If you wanted to only see books owned by MU you can do so by using the Institution filter or you could have directed your initial search to only search the ‘MU Catalog’. Either way is fine!

Searching for eBooks in MULibrary Search.

When searching in MULibrary Search you will have the best experience if you log in first. Before we get started a note about eBooks; as an MU patron you only have access to eBooks owned by MU. If you would like to read an eBook owned by one of our partner schools you will need to visit that campus - which you have access to with your MU ID card. The easiest way to search for MU owned eBooks is to enter the keyword or title of the eBook and select ‘MU Catalog’ as your search option. Then use the ‘Refine your results’ option in the left hand navigation and apply two filters first filter your results under the ‘Resource Type’ to include only books and then use the ‘Availability filter’ and select ‘Available online’ now click the ‘Apply filters’ button at the bottom of your screen and now you have only eBooks available via MU in your results to browse through. To access an eBook click on the title to open the full record and then follow the link to the database that hosts the eBook.

Searching for streaming media in MULibrary Search

When searching in MULibrary Search you will have the best experience if you log in first. Before we get started a note about streaming media; as an MU patron you only have access to streaming media owned by MU.

The easiest way to search for MU owned streaming media is to enter the keyword or title of the media and select ‘MU Catalog’ as your search option. Then use the ‘Refine your results’ option in the left hand navigation and apply two filters. First filter your results under the ‘Resource Type’ to include only videos and then use the ‘Availability filter’ and select ‘Available online’ now click the ‘Apply filters’ button at the bottom of your screen and now you have only streaming media available via MU in your results to browse through. To access the streaming media click on the title to open the full record and then follow the link to the database that hosts the video.

Remember should you need us librarians are available via chat, email, and phone or in person at the reference desk to help with all your research needs.