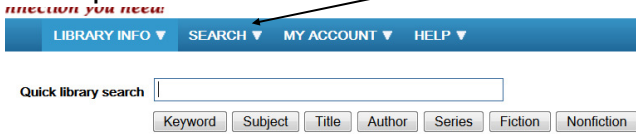


Search Types

Our catalog automatically starts in Quick Search.

To get more search Options, click Search in the top menu bar.



Welcome to the MCLINC online catalog

How to do a Quick Library Search

1. Type a word or words in the **Quick Library search** box.

If you type more than one word, Quick search will find any record that has those words in it, even those not in the title. For example, a search for Run for your life (by Patterson) will also find Black spiny-tailed iguana because it has a chapter called “Run for your Life.”

Our search ignores **a**, **an** and **the** when they are at the beginning of a title. For example, in The Help the “The” would be ignored leaving a search for only “Help”. Single characters & punctuation are also usually ignored.

2. Either click the appropriate search type button or hit **Enter** to start the search as a Keyword search.

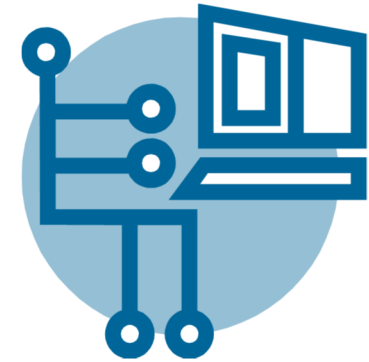
Hint: For best results in Quick Search, type one word of the title and one name of the author (first name is fine) and hit enter.



Hours:
Monday-Thursday:
9:30 am -9 pm
Friday & Saturday:
9:30 am-5 pm
Sunday: 12 (noon)-5 pm

Searching the Library Catalog

Quick Reference Guide



UPPER DUBLIN PUBLIC LIBRARY

805 Loch Alsh Avenue
Fort Washington PA, 19034

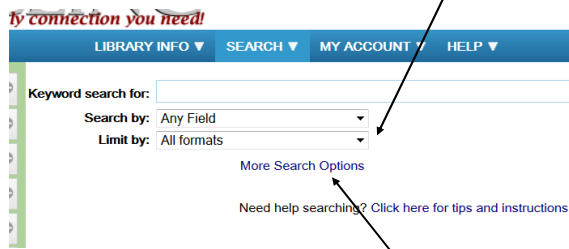
Phone: 215-628-8744
<http://www.upperdublinlibrary.org>
E-mail: upperdublinlibrary@mclinc.org



Upper Dublin Public Library
805 Loch Alsh Avenue
Fort Washington PA, 19034
215-628-8744
<http://www.upperdublinlibrary.org>

How to limit your results to get only DVDs, books only at UDPL, etc.

1. Click on the search tab.
2. For only DVD or only books (or only any other format), click on **Search** and then **Keyword**.
3. Click on the down arrow next to **All formats** and choose your format. Audio books will be called **Nonmusical sound recordings**.



4. For books in a specific Library, Language, Patron's Age and Publication Date search options, you must click **More Search Options** first. Make your selections and click **Set search options**.
5. Enter your search term in the box after **Keyword Search For**. **PLEASE NOTE:** Authors must be searched last name first! For example: twain, mark
4. Click **Go**.

How to View More Information

- To see who owns what, click the **Availability** button.
- To see more information about an item, click the **Full Display** button.
- To see Reviews and Plot descriptions of the work, also click **Full Display**.

How to Request a Title

Please note: You must set up a password for your account before trying to place a hold.

1. In the search results, click **Place Request** for the title you want. A request form will be displayed.
2. Type your library barcode number in the Barcode Number Box (no spaces).
3. Type your password in the Password box.
4. Click **Log In**.
5. Select the location where you want to pick up the item in the **Pickup Library** box.
6. Click **Submit Request**.

Other Things You can Do with Our Catalog

- Focus your search by
 - Library branch
 - Publication Date
 - Format (book, dvd, etc.)
 - Target Audience (preschool, teen, etc.)
- See hours and contact information for each library
- Check your patron account, registration information, renew books, and place holds

Anatomy of Library Search Results

4. *Fearless fourteen* [sound recording] : [a Stephanie Plum novel]
by Evanovich, Janet.

... *Fearless fourteen* [sound recording] : [a Stephanie Plum novel] / Janet Evanovich. ...

Publisher, Date: New York : Macmillan Audio, p2008.

Description: 7 sound discs (7 hr.) : digital ; 4 3/4 in.

Series: Evanovich, Janet. Stephanie Plum novel (sound recording) ; 14.

Local Availability: 1 (of 1)
System Availability: 26 (of 29)
Current Holds: 0

Buttons: Availability, Full Display, Place Request

Callout: Click here to place a request for an item.

Callout: This is an audio book

3. *Fearless fourteen*
by Evanovich, Janet.

... *Fearless fourteen* / Janet Evanovich. ...

Publisher, Date: New York, N.Y. : St. Martin's Press, 2008.

Description: 310 p. ; 24 cm.

Series: Evanovich, Janet. Stephanie Plum novel ; 14.

Local Availability: 1 (of 1)
System Availability: 28 (of 36)
Current Holds: 0

Buttons: Availability, Full Display, Place Request

Callout: Click here to see what copies are available at what libraries.

Callout: In the consortium, 28 copies of 36 are in. Click Availability to see what copies are in at what locations.

Callout: In our library, we have 1 copy. 1 is in.