Using the Library Catalogue

This guide provides instructions on how to search the Library Catalogue and find materials (both printed and electronic) held at Middlesex University that are relevant to your course work and/or research.

You can access the Library Catalogue on any computer in the Learning Resource Centre or via the internet

♦ Type in the web address: http://library.mdx.ac.uk
♦ Select the Library Catalogue option as shown below:

The type of search you use is dependent on the information you have. If you have the name of the author(s) or the exact title of the book or journal, the recommended search option is the A-Z search.

Search Results
Browsing results matching Matisse, Rodin

September 2012
The Keyword Search:

The Keyword search enables you to search on keywords from the different indexes within the Library Catalogue (including Title, Name, General, Subject, Journal, Series, DVD/Video Recordings, Reading List, ISBN and ISSN).

Select the appropriate index from the drop-down menu and enter your search term(s). You can make your search more specific by entering more than one search term. To change the search type click on the arrow next to the search box. The different keyword searches will be displayed.

When you have selected the keyword search you wish to use, type the search terms and click on the button marked 'go'. The example below shows a completed search screen using a title keyword search to find items about Matisse's sculpture. A keyword search will display either a single match or a list of items that match your search terms.

1. Venus re-defined : sculpture by Rodin, Matisse and contemporaries.
   Tate Gallery Liverpool, 1994.

2. The sculpture of Henri Matisse
   by Matisse, Henri, 1869-1954.
   Thames and Hudson in association with the Arts Council of Great Britain, 1984.

3. The sculpture of Matisse.
   by Matisse, Henri, 1869-1954.

Click on the title of the item you wish to view in more detail (note that all text in blue denotes a link to additional information within the catalogue.)
Venus re-defined : sculpture by Rodin, Matisse and contemporaries.

Title: Venus re-defined : sculpture by Rodin, Matisse and contemporaries.
Extent: 39p. : ill. ; 25cm.
ISBN: 1854371398
Other authors: Rodin, Auguste, 1840-1917. Matisse, Henri, 1869-1954. Tate Gallery Liverpool
Requests: 0
Copies available: 1

Copy/Holding information

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All text in blue within the bibliographic record means that you can select it to get additional information. This could be other titles by the same author or more titles within the same subject area. Where a document is available in digital format, a URL link (web address) will be displayed and when selected, will give you access to the resource in electronic format.

If you scroll down, you will see the Copy/Holding information which gives you details on where the item is located, the shelf number, the name of the collection where it is housed (here Main refers to the Main Book Library), Barcode number, Loan Type and whether the item is on loan or available, and the Copy/Holding Information.

A-Z Searches:

The A-Z search enables you to browse through lists of authors, titles, subjects, etc. A-Z searches will look for an item exactly matching the search term(s) you have entered. Select the index you require and enter your search term(s). Names should appear in the format Berger, John.

When you have selected the A-Z search you wish to use, type in the search terms and click on the button marked 'go'. The example below shows a completed search screen using a title A-Z search to find the book 'Ways of Seeing'.
A-Z searches will display a list of items, the closest match to your search will be displayed at the top of the list. In order to find the item you need to check the copy information. Make sure the item is not on loan or held at another library. Note the collection the item is held in. For example, Main - this means the item is located in the open access shelves of the library. Counter - this means the item is held at the library Help Desk. Note where the item is shelved at:

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Books are arranged in a numerical sequence (the Dewey Decimal Classification System) with an alphabetical suffix. The number refers to a subject, the suffix is usually the first three letters of the author's surname. Go to the shelves, observe the numerical sequence and locate the item from the number and suffix. If you want to borrow the item, take it to a Self Issue Machine or the library helpdesk.

**What can I do if the item I need is on loan or held at another Middlesex University Library?**

You can use the library catalogue to place a request on any 28, 14, or 7 day-loan item. The item will either be temporarily transferred from another Middlesex Library or kept for you when it is returned and held for 7 days. For instructions on how to request library materials please refer to the Requesting Library Materials guide.