

Electronic journal record



SFX is a link resolver that provides all the options that the library has for accessing a particular resource, to find out if we have electronic access to a journal or see other access possibilities as consulting abstracts, summaries, impact factor, and so on. **It is an exclusive service for users inside and outside the University Campus.**

Export records



Both on screen Item Information and Catalogue Record, there is a **Mark button** option, at the end of the selection. You may click on the Marked button and you may sort the records, select library and select type of display and printing or mailing address.

Also read the guide:

**Remote services
at the Catalogue**

**Catalogue
(OPAC)
Guide**

Library

Colmenarejo Campus Library

Tel.: 91-8561603

aucolmena@listserv.uc3m.es

Getafe Campus

Humanities, Communication and
Information Science Library

Tel.: 91-6249272

auhuman@listserv.uc3m.es

Social Sciences and Law Library

Tel.: 91-6249723

aucssjj@listserv.uc3m.es

Leganés Campus

Polytechnic School Library

Teléfono: 91-6249067

aupolitec@listserv.uc3m.es

Library Service

**Campuses of Getafe, Leganés
and Colmenarejo**

Carlos III University of Madrid

● <http://biblioteca.uc3m.es> ●

Biblioteca y más

Carlos III University of Madrid - Library Catalogue

The library catalogue contains detailed information of the University collection, its locations and its availability. It also provides remote services such as, review your user account, renew loans, placing holds, or make suggestions. You can access the catalogue on the library website.

<http://biblioteca.uc3m.es>

How to find information

Quick search: at the top of the screen you will find three **searching options**:



Keyword: It lets you to find all the records that contain the words searched (in addition to others). This is the default option.

Browse: select the field to choose the terms of most interest. It also offers other search options.

Exact: It lets you find all the records that contain "only" the words searched.

You may limit your search to one library by selecting the fields listed in the drop-down menu.

Power search:



Power search is guided keyword searching. Enter the information that you know in the appropriate fields. You may use the search limit and search for library, language, format, item type, location, publication year and item category (CD-ROM, DVD, Degree Project, etc...)

The records may be sorted by author, subject, title, relevant, oldest or newest.

Use Call Number searching to retrieve the record for an item for which you have the call number. You must select the owner library.

Results



The list of records resulting from your search is displayed on the screen. Each record consists of three parts:

- Click **Details button** to see the Catalogue Record tab and link **Keep button** to mark the records you want to print or copy.
- Call Number, document title, author and number of copies and its location.
- Click to the book cover and complementary information like table of contents or summary.

If the document is available in electronic format, the icon **URL** appears.

Item Information



This screen includes all publication details and shows number of copies, location and availability (on loan, being held, being transferred between libraries, etc...).

In the frame on the left of the screen, **you may place a hold if all the copies of the book you want are unavailable**, find more items with the same author, same subject, nearby item on shelf or expand the search on Internet.