Searching for items

To search for an item, either type the title you wish to find in the white search box and click on the magnifying glass:

or click on the arrow in the box labelled ‘Everything’ and choose from the options listed to narrow down your search.
For now, use the ‘Everything’ option and as an example and try searching for ‘Heroism in the Harry Potter series’.

You will see the following results screen:
The book you require should appear as the second result (identified by the word BOOK in the results list), however if the item did not appear, you can use the options on the right hand side to narrow down your search.

Once you have found the book, click on ‘Check for current availability’

This shows you
- The library in which it is located*
- The shelfmark (you will need to write this down in order to find the book on the library shelves).
- The barcode of the book (which is individual to that copy)
- If it is available: the Status will tell you whether the item is ‘in place’ (i.e. on the shelf) or on loan until a particular date. ‘Checked out’ also means that the item is on loan.

*If an item is held in the Research Reserve’, it will be necessary to place a request at least one day in advance for this item to be retrieved for you by a member of staff. This may be done using the ‘Request this item’ link in the item’s catalogue record or by emailing: library@bham.ac.uk

Clicking on the ‘GET IT!’ link will show you which floor and zone the book can be found in. If you have trouble finding these areas we have location guides at the Help Desk (ground floor for Main Library) and the staff there will be happy to help.
**Subject searching**
You can also use Findlt@Bham to search for subjects. If you click on ‘ADVANCED SEARCH’ and change the ‘Search for’ box to ‘Subject’, then type your subject in the box next to it, Findlt will search for that subject only.
The screenshot below shows the results when you search for ‘civil rights’ as a subject.

You can see on the right hand side that you can choose between articles, books and reviews if you wish to narrow down your search.

Please bear in mind that you may not be able to access some of the articles as they will be restricted to University members.
You can also search for journals within a subject. Journals tend to contain articles that will focus on a narrower subject than a book and sometimes contain original research. You will need to change the ‘Material type’ in the main search box to ‘Journals’:

You can check where these are located in the same way as you find this information for books, by clicking on the Check for holdings... link. This will also tell you the year and volumes the library holds.