

**The  
New York Society Library  
Presents:**



**Advanced Features of the  
Web-based Catalog**



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**FEATURED LISTS:**<http://library.nysoclib.org/ftlist>

FEATURED LISTS (8 entries)		
	CATEGORY	# of Titles
1	<a href="#">Audio Material</a>	1426
2	<a href="#">Large-Type Books</a>	1376
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Audio Material	
1	<a href="#">10 lb. penalty [sound recording]</a> / by Dick Francis.
2	<a href="#">26 Fairmount Avenue [sound recording]</a> . Books 1-4 / Tomie De Paola.
3	<a href="#">The 60 greatest old-time radio shows of the 20th century [sound recording]</a> / selected by Walter Cronkite.

Featured lists are up-to-date, dynamic lists of library materials. All of the lists below include a hyperlink to the Full Display Screen.

**1. Audio Materials -**

Include audiocassettes and audio-CD's. There is a printable list of audio materials at: <http://www.nysoclib.org/audiocassettes.html>

**2. Large-Type Books -**

All of our large-print books, sorted by title. There is a printable list of large-type books at: <http://www.nysoclib.org/largetype.html>

**3. Current Periodicals -**

A list of our ongoing journal titles, complete with last issue checked in. You can also now limit your search on our main page to our periodical collection.

**4. Remote Resources -**

Password-protected access to ANB, OED, ORO & Proquest-New York Times Archives. More on the next page.

**5-8. New Books -**

Monthly breakdown of all newly catalogued books in 2004, sorted by title. The current New Books List is also online at:

<http://www.nysoclib.org/newbookslist.html>

## REMOTE RESOURCES

<http://library.nysoclib.org/search/ftlist^bib06,1,0,5>

or <http://www.nysoclib.org/remote.html>

Formerly available only through the Library's Proxy Server, the following paid-subscription databases are now also available through the online catalog. You will need to know your membership name and library barcode to access these databases from home or remotely.



1. American National Biography -

<http://www.anb.org/articles/index.html>

American National Biography offers portraits of more than 17,400 men and women -- from all eras and walks of life -- whose lives have shaped the nation. More than a decade in preparation, the American National Biography is the first biographical resource of this scope to be published in more than sixty years.



2. OCLC FirstSearch -

<http://firstsearch.oclc.org/fsip>

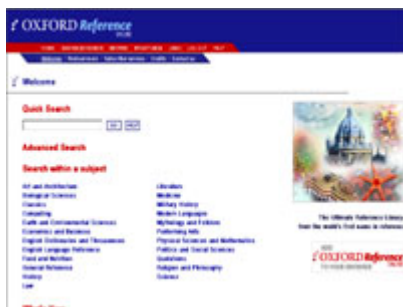
FirstSearch service is an online reference system that will help you access a wide range of resources to meet your information needs. FirstSearch includes more than databases, and provides access to over 9,000 journals that contain full-text articles.



3. Oxford English Dictionary -

<http://dictionary.oed.com/entrance.dtl>

Oxford English Dictionary is an unsurpassed guide to the meaning, history, and pronunciation of over half a million words, both present and past. It traces the usage of words through 2.5 million quotations from a wide range of international English language sources, from classic literature and specialist periodicals to film scripts and cookery books.



4. Oxford Reference Online -

<http://www.oxfordreference.com>

Oxford Reference Online: The Core Collection brings together 100 language and subject dictionaries and reference works - containing well over 60,000 pages - into a single cross-searchable resource.

## Proquest - New York Times Archives:

<http://proquest.umi.com/login>[Help](#)**Databases**

Select the database(s) you would like to search, then click [Continue](#).

Search a single database by clicking on its name. Databases with checkboxes can be cross-searched.

 **ProQuest Newspapers**

Search the full collection of newspapers.

Coverage: varies | [View titles](#)

 **New York Times**

Full-text coverage of the US newspaper of record. Offers superb coverage of national and international news, plus coverage of important speeches and documents, Supreme Court decisions, and presidential press conference transcripts.

Coverage: 1999-current | [View titles](#)

**Historical Databases**

**Note: Historical databases cannot be searched in combination with non-historical databases.**

 **ProQuest Historical Newspapers The New York Times**

The New York Times (1851-2001) offers full page and article images with searchable full text back to the first issue. The collection includes digital reproductions providing access to every page from every available issue. [more info...](#)

Coverage: Sept 18,1851-Dec 31, 2001 | [View titles](#)

ProQuest's search engine gives researchers immediate access to every word of the body text of the newspaper and to the graphics, from the paper's founding in 1851 through 1998. You must have Adobe Acrobat installed on your computer in order to read the articles.

For material which appeared BEFORE January 1, 1999:

- Click on the blue link to [ProQuest Historical Newspapers The New York Times](#)
- Click on CONTINUE

For material which appeared AFTER January 1, 1999:

- Click on the box next to "[Proquest Newspapers](#)"
- Click on the box next to "[New York Times](#)"
- Click on CONTINUE

To search in ProQuest:

- Type your search words into the box and click on "Search" or hit Enter.

To print from ProQuest:

- Click on the tiny printer icon in the center of the page. If you do not see a small printer icon near the center of your screen, click on the larger Print icon at the top of the page.

**PATRON INFORMATION**<http://library.nysoclib.org/patroninfo>

**Patron Verification**

Please enter the following information:

For example, type "Jane Smith"

Name

For example, type "-106686"

Barcode

[NYSL Web Catalog](#)

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**Patron Record**

**Richter, Ingrid**  
 53 East 79th Street  
 New York, NY 10021  
 (212) 288-6900 x241

[NYSL Web Catalog](#)

To access the more advanced features of the catalog, you will need to know your membership name and barcode. If you do not know your barcode, please ask at the Circulation Desk or send an e-mail to [webmaster@nysoclib.org](mailto:webmaster@nysoclib.org) with the subject heading "Barcode Request"

Once you have your name and barcode, enter them on the Patron Verification page. You will only need to do this once per session (including accessing the Remote Resources).

The first thing you will notice on the Patron Record page is your home address and phone number. If this information is incorrect or out of date, please contact [circulation@nysoclib.org](mailto:circulation@nysoclib.org) with the corrected information.

Underneath your address and phone number, you will have a series of separate buttons, depending on what is active on your account. The buttons shown above include: Search Catalog, Checked Out Items, Requests, Unpaid Fines, Preferred Searches and Show Messages. More on these on the next page.

Once you are done viewing your record, click "LOGOUT" to exit.

**BUTTON DEFINITIONS:**



Search Catalog:

This option will bring you back to the Main Search Screen. You will not lose your login information, and you will be able to place holds on checked-out materials in the library. This button will always be present on your Patron Record screen.



Checked Out Items:

This button will only be active if you have books or other materials checked out from the Library. Clicking on this button will show you what you have checked out, when the items are due, and will give you an option to renew the material: You will also be able to sort your items by Due Date or by Checkout Date.



RENEW SELECTED ITEMS

ITEMS CHECKED OUT			
RENEW	TITLE	STATUS	CALL NUMBER
<input type="checkbox"/>	<a href="#">A country year : living the ques</a>	DUE 05-24-04	508 H
<input type="checkbox"/>	<a href="#">Japanese garnishes : the ancient</a>	DUE 05-24-04	641.8 H



Requested Books:

This button will only be active if you have holds placed on books or materials that aren't currently in the library (i.e. either newly-ordered or checked-out books). Clicking on this button will show you a list of all your holds and will give you a chance to cancel any you no longer wish to receive.



HOLDS				
CANCEL	TITLE	STATUS	PICKUP LOCATION	CANCEL IF NOT FILLED BY
<input type="checkbox"/>	<a href="#">The Kalahari typing school for m</a>		Circulation Desk	04-26-05



**BUTTON DEFINITIONS:**



Unpaid Fines:

This button will only be active if you have outstanding overdue fines on your account. Clicking on this button will give you a breakdown of the amount you owe for each book.

FINES			
<i>Test Charge</i>			
		\$0.05	
<i>TOTAL FINES</i>		\$0.05	



Preferred Searches:

Our new catalog lets you permanently save searches on your record. This button will retrieve your saved searches and give you the option to revisit the search, to check for new material, or delete the search. You are limited to 25 saved searches per account. In the example below, the saved search was on the subject "absinthe"



Preferred Searches			
Mark for Remove	Mark for Email	TITLE	Search
SUBJECTS			
<input type="checkbox"/>	<input type="checkbox"/>	absinthe	<a href="#">Search</a>



Show Messages:

Circulation may attach messages onto your account (i.e. "Umbrella found and left at Circulation Desk"). Clicking on this button will show you the message from the Library Staff.

**Message from the library**

**Hello, Ingrid!**



KIDS ONLINE CATALOG:

<http://library.nysoclib.org:90/kids>



Another new feature of our web-based catalog is a kid-friendly menu to our Children's library books.

The NYSL Kids Online catalog is divided into three sections:

1. Type-It! For direct searches of the Children's catalog
2. Picture-It! For clickable links to subject-related matter
3. Help! An online help guide to maneuvering around.



WEB-BASED CATALOG II  
**KIDS ONLINE: TYPE-IT!**

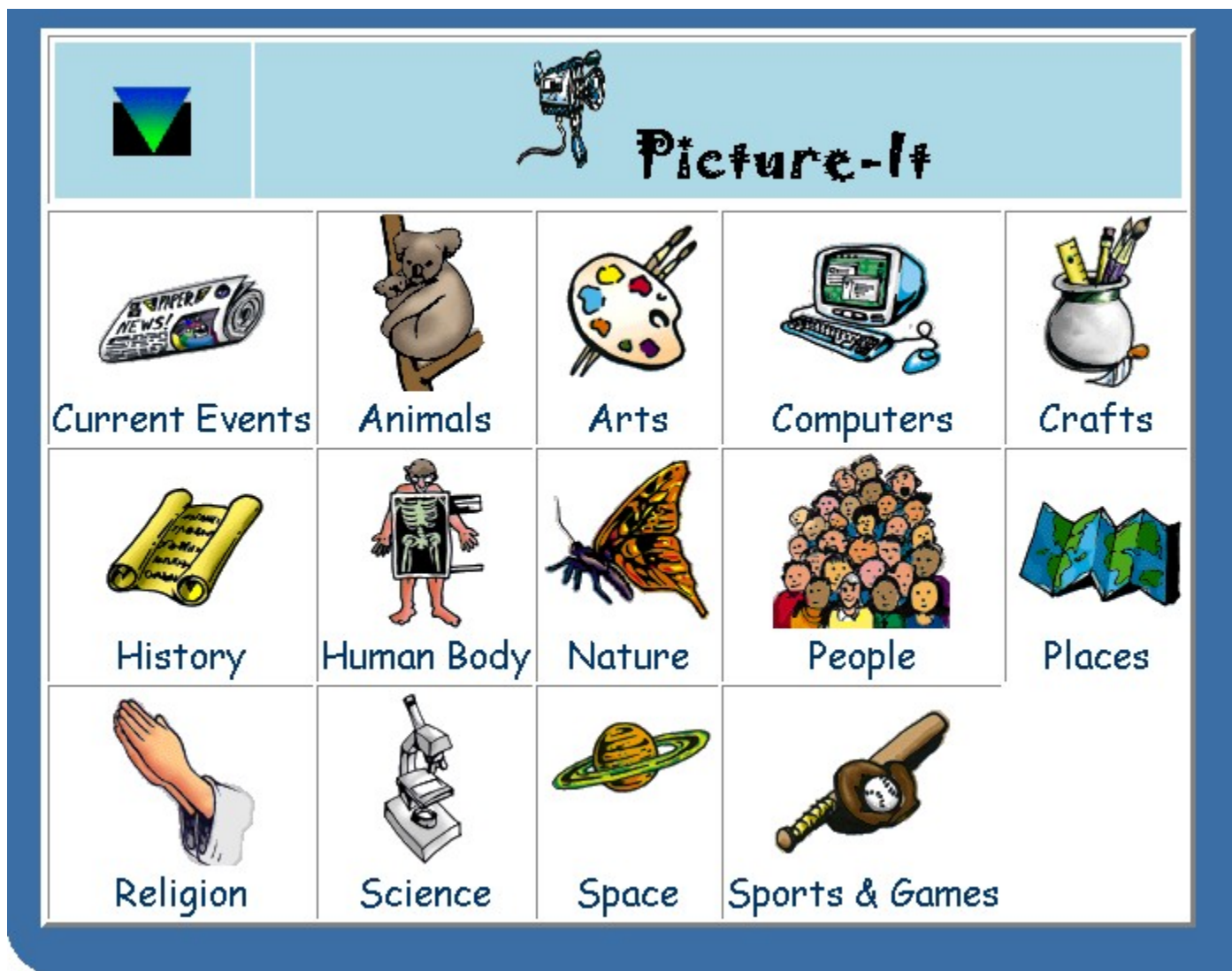
Type the AUTHOR you want, then press <Enter> or GO!

Type the Author's **LAST NAME first**, for example:  
 Lewis, C.S.  
 Lewis  
 Andersen, Hans Christian  
 Andersen, H

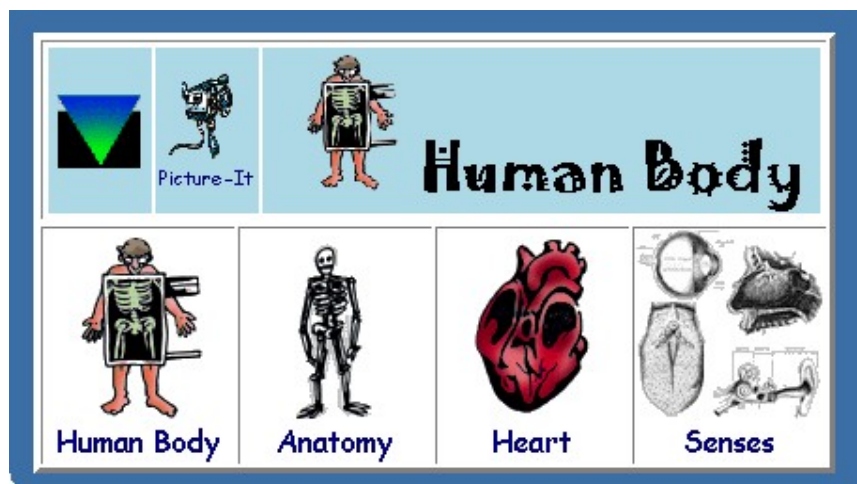
Selecting the Type-It! Option allows children the chance to either click on the last name/title/subject letter for a browse, or to type in the search terms directly. All results will be limited to the Children's Library Collection.

AUTHOR		o	Children's Collection	Search
Result page: <a href="#">1</a> <a href="#">2</a> <a href="#">3</a> <a href="#">4</a> <a href="#">5</a> <a href="#">6</a> <a href="#">7</a> <a href="#">Next</a>				
Save Marked Records		Save All On Page		
Num	Mark	AUTHORS (1-12 of 74)	Year	Entries 195 Found
1	<input type="checkbox"/>	<a href="#">Oakley, Graham.</a>		2
2	<input type="checkbox"/>	<a href="#">Oates, Joyce Carol, 1938-</a>	c2002	1
3	<input type="checkbox"/>	<a href="#">Oberdieck, Bernhard / ill.</a>	1991	1
4	<input type="checkbox"/>	<a href="#">Obligado, Lilian.</a>		3
5	<input type="checkbox"/>	<a href="#">O'Brien, Edna.</a>	1986	1

WEB-BASED CATALOG II  
**KIDS ONLINE - PICTURE IT!**






Picture-It! features a menu of clickable pictures that will link to books in the Children's collection. In the future, this will be divided up into a modified, child-friendly Dewey Decimal system classification.









## KIDS ONLINE - HELP!

<http://library.nysoclib.org:90/kids//screens/help.html>

How to Use the Main Menu	
 Start Over	
 TYPE-IT !	<p>Use This option if you know the name, title, or subject for which you want to search. You can also use this option to search for any word(s) that might appear in a name, title, subject, or summary portion of a record. KidsPac will ask you what kind of search you want to do: AUTHOR, TITLE, SUBJECT, or WORD. Then just type in what you are looking for and press "GO!" These types of searches are further described by clicking <a href="#">HERE</a>.</p>
 PICTURE-IT !	<p>Use this option if you do not know the subject that you want to search, or if you don't know what words to use to search for that subject. KidsPac will give you a group of pictures that you can click on to find your topic. Each link will either give you a new list of topics under that category, or it will do a search for you. Take this <a href="#">self-guided tour</a> to see how this works.</p>

Finally, the Kids Online module features a help screen, complete with a description of the buttons that are found on each of the pages.

How to Navigate After Your Search	
 Start Over	This button takes you back to the very first KidsPac Menu.
 Another Search	This button takes you back to the page from which you launched your search. For example, if you clicked on the picture for BASEBALL, and now you want to do a search for FOOTBALL, the CHANGE SEARCH button will take you back to the same menu that the BASEBALL link was on.
 Extended Display	This button changes the display of AUTHORS, TITLES, SUBJECTS, and WORDS to show more information about the title, such as LOCATION, CALL NUMBER, or YEAR of publication.
 Brief Display	This button changes the EXTENDED DISPLAY back to SHORT DISPLAY.
 Next Page	If you search finds more that 12 things, then this button will take you to the next screen of results.
 Previous Page	This button will take you to the previous screen of results.

**NOTES:**