

TO ACCESS THE LIBRARY CATALOG

• Go to PUPR Home page and select the "Library" tab



YOU WILL OPEN THE LIBRARY'S HOMEPAGE

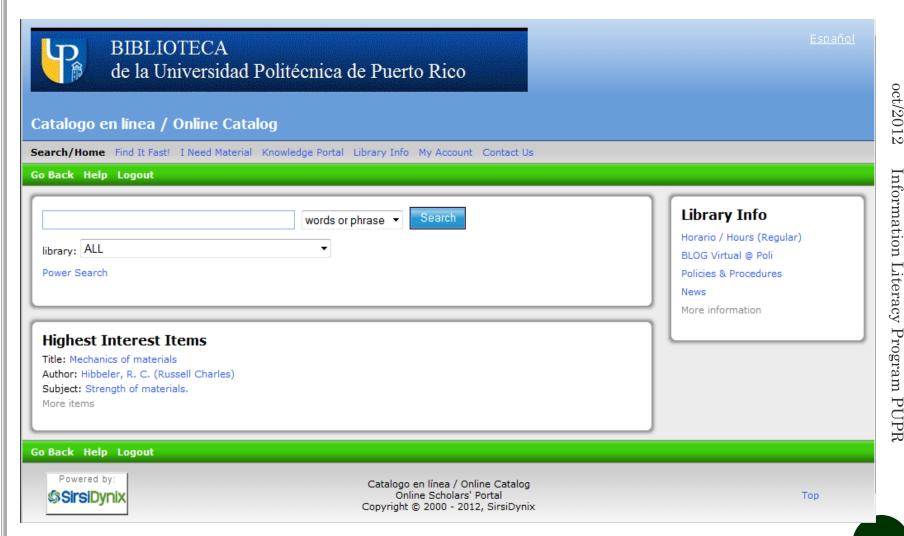
• Select the e-Library logo



oct/2012

Information

THIS IS THE ONLINE LIBRARY CATALOG



• You can start your search

• First select your PUPR campus

Go Back Help Logout
words or phrase ▼ Search
library: ALL ▼
Power S ALL Polytechnic University of Puerto Rico
Polytechnic University of the Americas Miami Polytechnic University of the Americas Orlando

o Then select your search term (words or phrase, author, title, subject, series or periodical title)

Go Back Help Logout	
	words or phrase ▼ Search words or phrase
library: ALL Power Search	author title subject series periodical title

o In this example, the search with subject for "industrial engineering" at the Puerto Rico campus gave 168 results.

dustrial engineering	subject ▼ Search
Polytechnic Un ower Search	
Search R	esults subject "industrial engineering" search found 168 titles.
	Pages << 1 2 3 4 5 6 7 8 9 >>
1.	The power of business process improvement [electronic resource] : 10 simple steps to increase effectiveness, efficiency, and adaptability Page, Susan (Susan Ann) HD62.17 .P34 2010 EB
	2010 1 copy available at Polytechnic University of Puerto Rico in ONLINE • URL
2.	Safety critical systems handbook [electronic resource]: a straightforward guide to functional safety: IEC 61508 (2010 edition) and related standards: including: Process IEC 61511, Machinery IEC 62061 and ISO 13849 3rd ed. Smith, David John, 1943-T55 .S65 2011 EB
	2011 1 copy available at Polytechnic University of Puerto Rico in ONLINE • URL

EACH RESULT IS A RECORD OF AN INFORMATION SOURCE

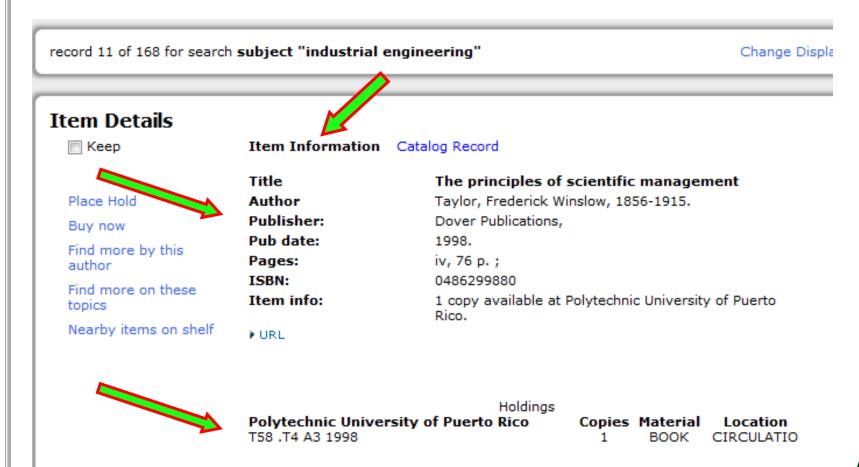
Handbook of industrial engineering equations, formulas, and calculations 10. [electronic resource] Keep Badiru, Adedeji Bodunde, 1952-T57 .B33 2011 EB 2011 1 copy available at Polytechnic University of Puerto Rico in ONLINE ▶ URL The principles of scientific management 11. Taylor, Frederick Winslow, 1856-1915. Keep T58 .T4 A3 1998 1998 1 copy available at Polytechnic University of Puerto Rico in CIRCULATIO

- In these example you can see 2 of the records; one is available in Circulation (first floor of the library) and the other you can see online.
- Select and click any record to see more information

URL

OPEN RECORD

• Item information



record 11 of 168 for search subject "industrial engineering" Change Displa **Item Details** Keep Item Information Catalog Record The principles of scientific management Title Place Hold Author Taylor, Frederick Winslow, 1856-1915. Publisher: Dover Publications, Buy now Pub date: 1998. Find more by this iv, 76 p.; Pages: author ISBN: 0486299880 Find more on these Item info 1 copy available at Polytechnic University of Puerto topics Rico.

- You can see information about the resource including:
 - Title
 - Author
 - Publisher
 - Publication date
 - Number of pages
 - ISBN International Standard Book Number

Library of Congress Classification #

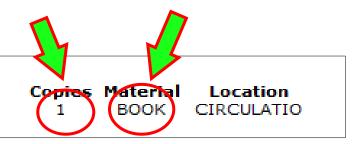
Polytechnic University of Puerto Rico
T58 .T4 A3 1998

Copies Material Location
1 BOOK CIRCULATION

o Classification

- The <u>Library of Congress Classification</u> (LC classification) is given according to the theme or discipline of the resource, letters and numbers are assigned.
- In this example T is the letter for Technology and engineering is included in that class.
- This combination of letters and numbers also indicates the place in the library shelves, resources are ordered so you can find it on the shelves by alphabetical and numerical order of the LC classification.
- You will find resources of similar themes or discipline next to the one you looked for.

Holdings Polytechnic University of Puerto Rico T58 .T4 A3 1998



- Copies how many copies are available
- Material the type of material of the resource
 - BOOK
 - E-BOOK
 - JOURNAL
 - MAGAZINE
 - DATA CD
 - CAPSTONE
 - MAP
 - etc.

Holdings

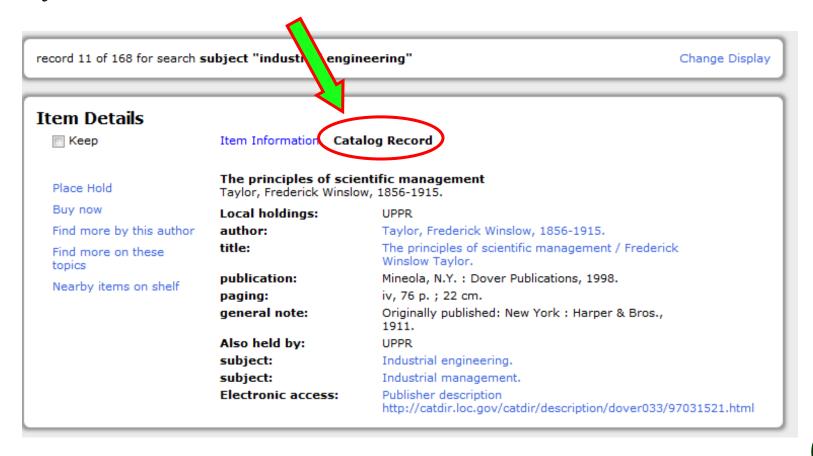
Polytechnic University of Puerto Rico T58 .T4 A3 1998 Copies Material 1 BOOK



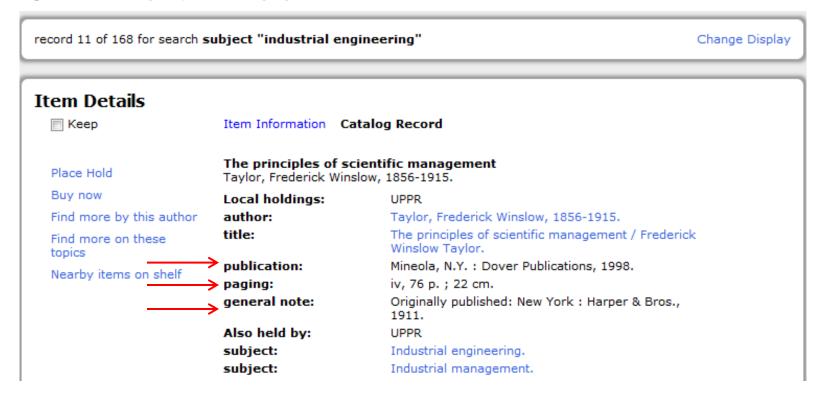
- Location where is the resource located physically
 - CIRCULATIO 1st floor (*Circulación*)
 - SALAINVEST 2nd floor (Sala de Investigaciones)
 - ONLINE
 - RESERVE 1st floor (*Libros de Texto*)
 - CHECKEDOUT out of the library, the item was lend to another user
 - MIAMILIB or ORLANDOLIB Miami or Orlando Campus of PUPR
 - RARE 2nd floor, Rare Book Collection
 - INPROCESS will be available soon, still in process

OPEN RECORD

• There is more information about the resource when you select and activate CATALOG RECORD



CATALOG RECORD



- Additional information about the resource including:
 - Edition, publication place and date
 - Physical description: pagination, illustrations and size.
 - May include notes and/or table of contents.

CATALOG RECORD



- Subjects
- Additional authors

You can "cross search" by selecting the subjects or any other hyper-link (blue letters).

ONLINE RESOURCES

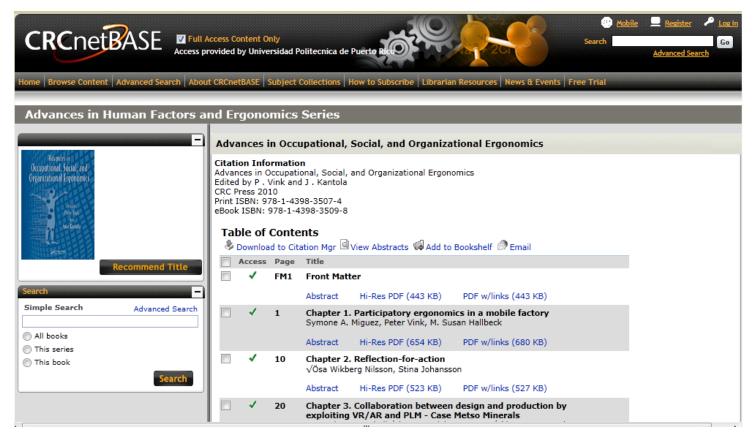
Item Information Catalog Record Title Advances in occupational, social, and organizational ergonomics [electronic resource] Vink, P. Author Publisher: CRC Press. Pub date: c2011. Pages: 860 p. ISBN: 9781439835098 Item info: 1 copy available at Polytechnic University of Puerto Holdings Polytechnic University of Puerto Rico Location Copies Materia TA166 .A396 2011 FB ONLINE

Item Information Catalog Record Advances in occupational, social, and organizational ergonomics [electronic res Vink, P. title: Advances in occupational, social, and organizational ergonomics [electronic resource] / editors, Peter Vink, Jussi Kantola. publication: Boca Raton: CRC Press, c2011. paging: (Advances in human factors and ergonomics series) series: "A CRC title." general note: bibliography note: Includes bibliographical references. Other forms: Also available in print edition. Also held by: UPPR subject: Human engineering. subject: Industrial safety. subject: Industrial engineering subject: Work design. author: Vink, P. author: series: Advances in human factors and ergonomics series. http://marc.crcnetbase.com/isbn/9781439835098 Electronic access: application/PDF Distributed by publisher. Purchase or institutional license may be required for access. http://marc.crcnetbase.com/isbn/9781 institutional license may be required for access.

o If the Location is "online":

- In Item Information you can link to the **URL** or
- In the Catalog record, to the "Electronic access"

ONLINE RESOURCES



- In this example the book can be opened by chapters.
- The results are different depending on the publisher of the book.

Online Resources

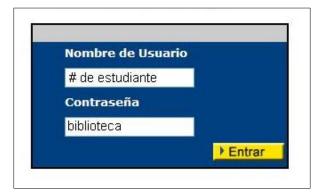
- In some occasions you may be asked for an user name and/or password. This may depend on whether you are accessing on a computer at campus or outside the PUPR.
- The user names and passwords needed for each resource depend on the publisher.
- Go to the Library's Homepage (http://www.pupr.edu/library/), select the databases tab or image (bases de datos)

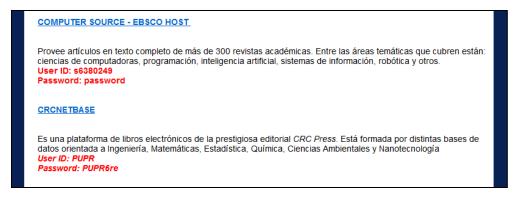




Online Resources

• Enter your student number and the word "biblioteca" to access the databases

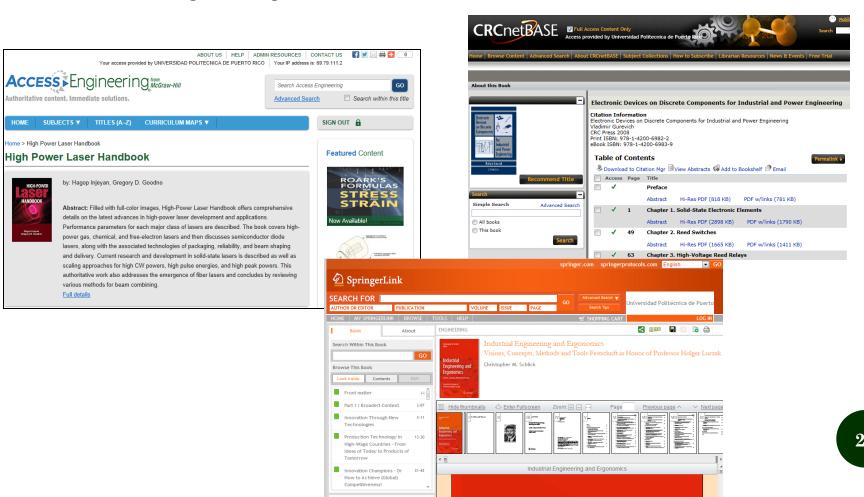




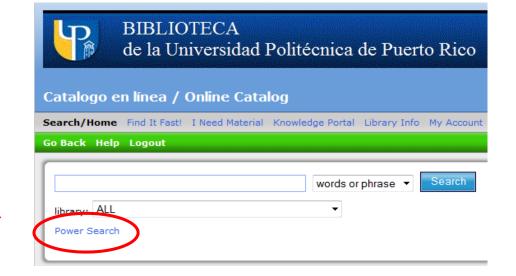
• Look up the list for the database publisher to find the username and password in red letters, or instructions, to open your resource.

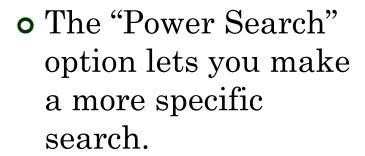
ONLINE RESOURCES

- Some publishers are:
 - Knovel
 - Access Engineering/ McGraw-Hill
- CRCnetBase
- SpringerLink



POWER SEARCH



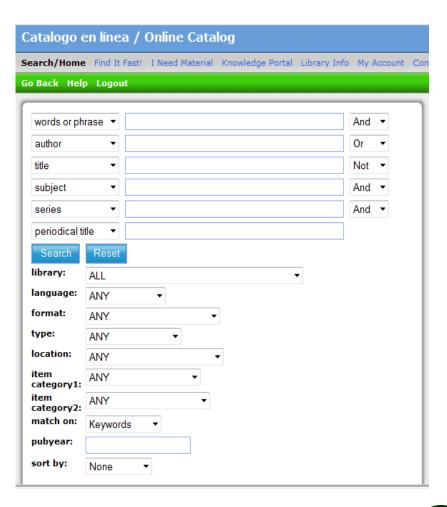


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title	-	Not ▼
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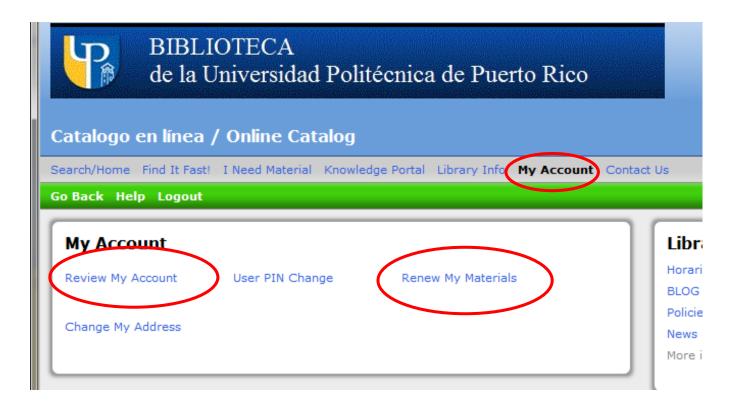
POWER SEARCH

o You can use:

- More than one search option combined:
 - Author and title
 - o Two or more authors
 - o Two or more subjects
 - o etc.
- Boolean operators:
 - o AND
 - o OR
 - o NOT
- More specifications, for example:
 - Language
 - Format
 - Location
 - o Publication year



YOUR ACCOUNT



- Select "My Account" and use your student number to:
 - Review your account
 - o Renew borrowed materials

ADDITIONAL NOTES

- When searching for information you can use different keywords. If you don't have satisfactory results try changing words for synonyms or related words.
- For more results use "word or phrase" instead of "subject".
- Information on borrowing printed resources can be found in our blog:

http://bibliopoli.wordpress.com
/circulacion/



IF YOU HAVE QUESTIONS CONTACT YOUR LIBRARIANS

