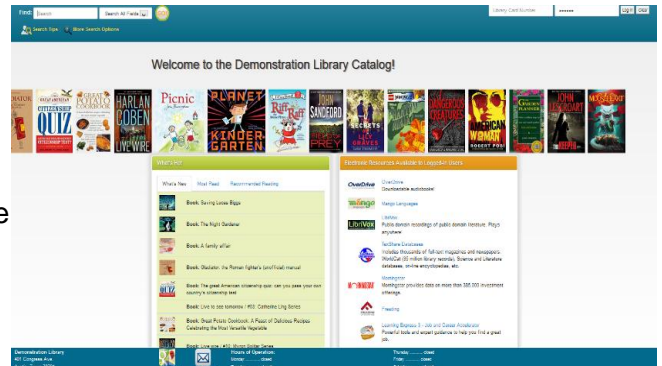


The Monterey Park Bruggemeyer Library on-line catalog is available for your use from any Internet capable computer in the *library*, *at home*, or *anywhere*. There are two primary capabilities: searching for an item in our catalog and managing your library account. Instructions on the catalog are provided here. Account information can be found in a different document. If you need help, please don't hesitate to ask a staff member for assistance.

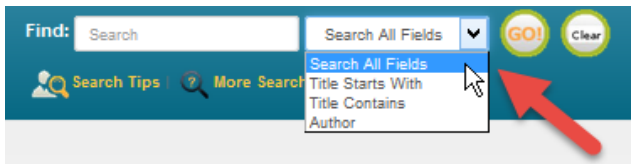
ACCESSING THE CATALOG:

1. You can get to the catalog directly using the catalog URL. It's <http://library.montereypark.ca.gov/>
2. On the library website (<https://www.montereypark.ca.gov/Library>), you'll see a link to the catalog or a catalog search box where can enter your terms directly.



SEARCHING:

There are 3 ways of searching: "Search/Search All Fields", "More Search Options", and "See What's Hot". The "Search All Fields" option is used when you use the search box from the library's homepage.



Search All Fields: most likely, you'll want to use this simple search. It performs a Google® type search. It searches all **titles, subtitles, authors' first and last names, various notes, and a number of other fields**. You'll be presented with the list of items that match all of the words you entered. Word order and letter case do not matter. To use this

method, simply type a word, words, or phrase into the "Search box" blank at the top of the screen. Then either push the **Enter** key on your keyboard, or click the **GO!** button. Other search options in the drop-down menu are "Title Starts With", "Title Contains", and "Author".

Keyword Search Examples:

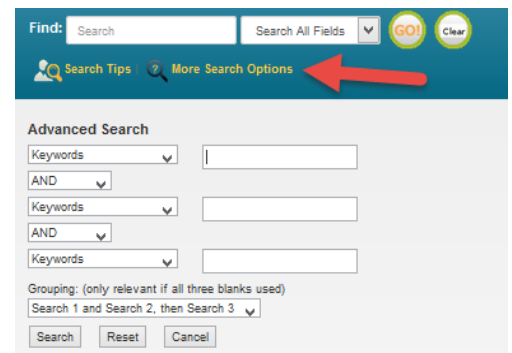
- o DVDs based on books by John Grisham:
- o The Lord of the Rings series:
- o Snakes in Texas:
- o Items involving a particular fictitious character:
- o That book you heard about once, written by somebody named Fred that has "Sea" somewhere in the title:

grisham dvd
lord of the rings
snakes texas
jack ryan
fred sea

NOTE: Search commands, such as "AND", "OR", and surrounding phrases in double quotes, are not supported. Punctuation is not recommended.

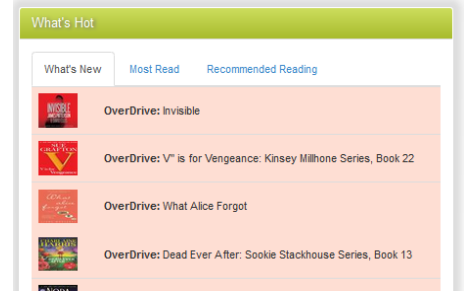
More Search Options:

If you wish to perform very detailed searches this option is for you. It also allows you to examine the subject categories that the library is using.



Monterey Park Bruggemeyer Library

What's Hot: Have you ever wanted to know what new items are available in the library since the last time you looked? Curious about what items are the most read at your library? Or do you want to see the library's Recommended Reading list(s)? The "What's Hot" on the catalog home page will show you.



SEARCH RESULTS

Below is example image of a search result. It shows results for a 3-word search: dogs puppies training. Each line/item is color coded: Green for "In" and available for check out, and Pink for "Out" and not available. The "Label" column tells you where to locate the item in the library. The "In" column tells you how many copies are available, etc. (Note: if you were to perform another search, your previous search(es) will appear above the current results for fast access. Instead of the "Back" button, use this history listing).

Keywords: dogs puppies training
Results: 4 matches
[Search Other Libraries](#)

Cover	Label	Title	Author	#In	Total	©Date
	636.7 HUN	Rough collies: an owner's companion	Hunt, Hazel	1	1	1990
	636.707 ROS	Puppy preschool: raising your puppy right--right from the start	Ross, John	1	1	1996
	AUDIO 636.7 GEL	CD: The loved dog: the playful, nonaggressive way to teach your dog good behavior	Geller, Tamar	0	1	2007
	_OverDrive	OverDrive eBook: Cesar's Rules: Your Way to Train a Well-Behaved Dog	Millan, Cesar	1	1	2010

You can:

- Click an item, green or pink, to see more information and to place a reserve on it
- Click on a column heading (Label, Title, Author, and etc) to sort the list by that heading. Click again to sort in the reverse direction.

When you click on an item, the item will expand in the search results list revealing more information. For example, by clicking a subject (e.g. Puppies) you get a list of additional books we have in that subject.

You can also place a reserve on that item by logging in and you will be notified when it becomes available. You can find more information on reserves in the companion document: Our New Features for Patrons.

Keywords: dogs puppies training
Results: 4 matches
[Search Other Libraries](#)

Cover	Label	Title	Author	#In	Total	©Date
	636.7 HUN	Rough collies: an owner's companion	Hunt, Hazel	1	1	1990
	636.707 ROS	Puppy preschool: raising your puppy right--right from the start	Ross, John	1	1	1996

[Print record](#) [Save record](#)

You must log in (see the upper right) to place a reserve or create a bookmark.

Title: Puppy preschool: raising your puppy right--right from the start

Author: Ross, John

Extra Data: [Annotations](#) [Biography](#) [Reviews](#)

Subjects: Puppies

Add'l Author: McKinney, Barbara

Number: ISBN: 978-0-312-14029-8

Publication: New York, St. Martin's Press, 1996

General: Includes index.

Citation or References: Booklist
Citation or References: Library Journal

Note: Summary: Provides advice to dog owners with new puppies, advocating an early start to puppy training, and discussing what factors to consider when selecting a breed, housebreaking, unwanted chewing, health and grooming, emergency care, and the interaction between puppies and small children.

Target Audience: Reading Grade Level: Adult

Holdings:	ID	Location	Status
	86120	636.707 ROS	In

We hope you enjoy our new catalog. Let us know what you think.