**Library Catalogue**

By searching the Mary Mackillop Library’s catalogue, you are able to locate a range of books, AV and other Library resources.

Searching

A basic Keyword search is probably the easiest place to start. Use the drop down menu to begin.

At the side of your hit list you will find different ways you can limit your search, e.g.

- Author
- Collection
- Publication Date
- Subject

Tick the ones of interest and include them or exclude them quickly find what you are after.
Creating lists

Once you have searched and found what you need by using the limit search results, you have the ability to create lists. These lists can be saved to your account or you can email the lists to yourself for future reference.

Place a tick, in the box that is next to the book cover, of all the books you are interested in, then click on the Select an Action drop down menu.

Select Add to my lists. This will become a temporary list. To access this list, go to the top of the screen, click on My Lists.

From there the best option is to log in using your Library barcode. This will allow you to email, print or place holds, from the drop down menu.

Anatomy of a Record

After clicking on the link to an individual item, you will get a more detailed result, including but not limited to publication dates, summary and contents information.

Here you can also expand your search by clicking on the linkable Author and Subject categories.

This record will also give you the call number, and if the item is checked out or on the shelves..
How to use Accelerated Reader within the Library Catalogue

Step 1:
From the Home page, in the drop down menu, select **Accelerated Reader**.
To get the best results search for your Interest level, you have the option to choose one of the following:
LY - Lower years
MY - Middle years
MY+ - Middle years 12 and over
UY - Upper Years - over 15

Step 2
Once you have chosen your Interest level type it in, then click search or hit enter.
To find a book that is within your reading range, look for this information on the catalogue record:
**Interest level** - As you can see this book is of interest to MY+ - 12 years and over students
**Book level** - this level works with your ZDP reading range. For example you may have a range from 4.0 to 8.0, this book will fit within that range at 4.6.
All books that appear in the list have a matching quiz from Accelerated Reader for you to take once you have finished reading the book.

Advanced Search for Accelerated Reader
Simply follow steps 1 and 2 from above, but before you click search, use quotation marks to include a book level. For example:

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Accelerated Reader "MY+ "5"
```

This will narrow down your search results.
Remember to use the catalogue to refine your results using the Limit Search results option on the left hand side, from Page 1 of this guide.
Searching for information in the Library catalogue just keeps getting better.

When you next search our catalogue you will quickly notice a lot of new features that will help you find the next book you would like to read.

Coupled with the new Google Preview button that has begun populating our catalogue there has never been an easier way to explore all the amazing books on our shelves.