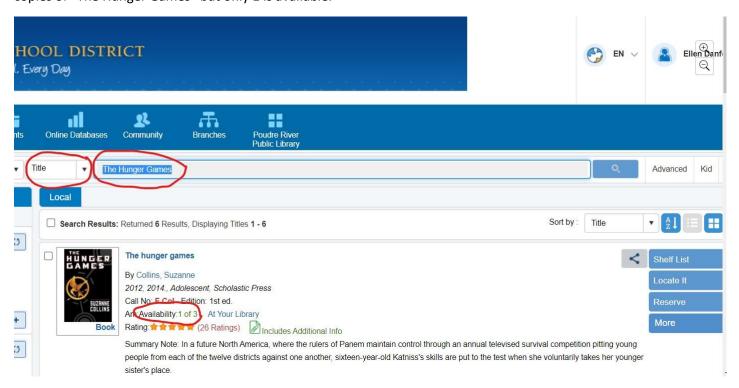
## How to use the online catalog to find a book in the library at FCHS

- 1. Open a web browser and go to the online library catalog: https://lib.psdschools.org/Library/Home
- 2. Make sure the library selected is for FCHS. Select a category from the pulldown menu. Search for a book by its title, author, subject, or keyword.

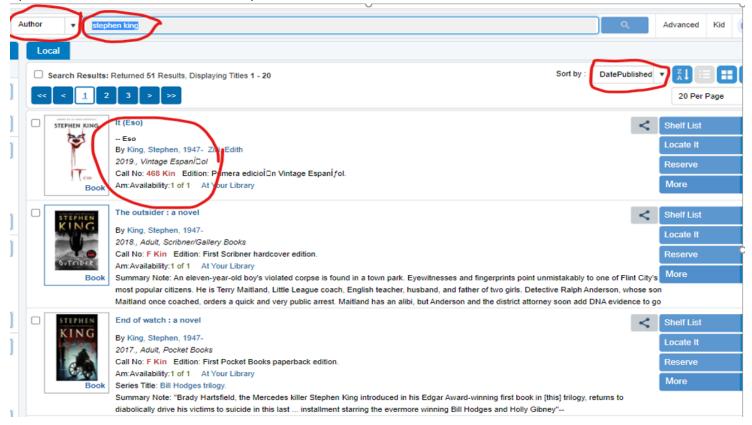


3. Type into the search bar what it is you are looking for and press Enter.

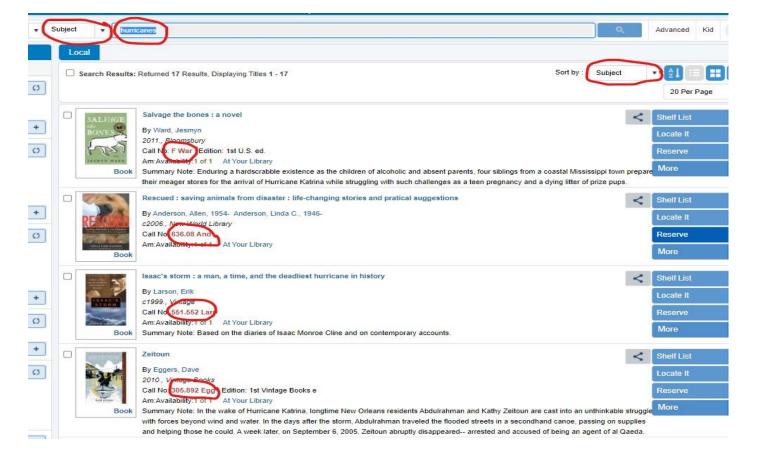
If we have what you are looking for, note whether it is available. In this example for a Title Search the library owns 3 copies of "The Hunger Games" but only 1 is available.



The next example shows you how to do an Author Search. Type into the search bar the name of the author. You can do this 2 ways, first and last name or last name, first name. You do not have to capitalize the name. If you want to find the latest books by that author sort by Date Published. Note that this search will also list foreign language versions of a title by that author that we have in our library.



The next example shows you how to do a Subject Search. Use this search strategy if your subject is very general. I typedin the subject "hurricanes" and sorted the list by subject. Note that the search includes both fiction and non-fiction titles.



The last example shows how to do a Keyword Search. This is like a subject search but is best used if your subject is specific or you are looking for a book that references a topic and you do not have a specific author or title in mind. You can also use it if you know only a keyword in the title, but not the whole title, of a book. Type in a keyword and press Enter. In this example I typed in "racism". Note the number of titles that appear on the list. Sort the list by date published to find the most current books that have the keyword "racism" in the title or in the cataloged description of the book.

