



How Can I Find My Textbooks in the Library?

The same way you'd search for any other book! However, you should know that University Libraries doesn't usually buy many textbooks, but we do have some. And you may also find textbooks in OhioLINK. Follow these short steps to find out if we have the one you're looking for.

To find textbooks in the BGSU Libraries:

- 1) Start at the BGSU Libraries homepage: <http://www.bgsu.edu/colleges/library/>
- 2) On the left, under *Books, Videos, Music & More*, click the link for the **BGSU Libraries Catalog**.
- 3) Once you're in the catalog, you can search in a variety of ways. For textbooks, we recommend searching by **Keyword** using a combination of words from the title and last names of authors. For example, for the book *Writing and Reading across the Curriculum* by Laurence Behrens, you would conduct a keyword search for "Behrens and reading" or "Behrens and writing."
- 4) Make sure the **Keyword** search tab is open and conduct your search.

If you've found your title, be sure to check for three things:

- Check to see **where** the item is located (Main Lib-1st Floor, CRC textbooks, etc.)
- Check the **status** of your book. If it says available, you can check it out and take it with you! If you see a due date, that means someone else has already checked it out, but you might still be able to find it through **OhioLINK**. See below for instructions on using OhioLINK.
- Write down the **call number** of the book. This is what you will need to locate the book in the library.

Note: Use the blue **Map It** button to show you where your book will be located. This works best for books that have the location Main Lib-1st Floor.

Remember, you can always stop at any of our service desks for help with locating items in the library.

Textbook not at BGSU?

To find textbooks in the OhioLINK Catalog:

- 1) Start at the BGSU Libraries homepage: <http://www.bgsu.edu/colleges/library/>
- 2) On the left, under *Books, Videos, Music & More*, click the link for the **OhioLINK Catalog**.
- 3) Conduct your search the same way you would in the BGSU Libraries Catalog. Once you've found your book, click the link to get to its catalog record.
- 4) At the center of the page that opens, you should see two links: one that says (#) **OhioLINK libraries have this item** and one that says **REQUEST THIS ITEM**. Click the **REQUEST** link if you would like to request this item; the process usually takes 2 to 5 days.
- 4) You will be prompted to select your school - BGSU.
- 5) Enter your name (full name) and BGSU P# and choose **Jerome Library** as your **Pickup Location**.

You should get a message saying your request was successful. The Circulation Desk will send you an email once your requested item has arrived and you can stop there to pick it up. If you get a message indicating a problem with your patron record, please stop by the Circulation Desk.

Also, keep in mind our pilot Textbook Rental program as another alternative to purchasing your textbook. For more information on that program, visit <http://ul.bgsu.edu/ulblog/?p=150>.

**For more help with finding textbooks, stop at the
Research & Information Desk on the 1st floor of the library!**