

## What it covers

UKH Library Catalogue is an online library catalogue which covers all the materials held by UKH Library including physical books, dissertations, journals, conference papers, CDs and others.

This guide will assist you in finding material/s according to your search criteria and guide you to the shelf location of the physical item; or provide a link for on-line access where this is permitted.

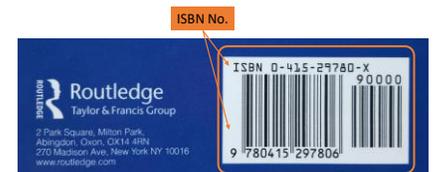
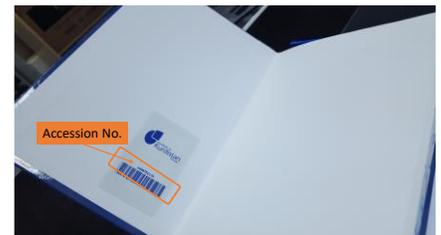
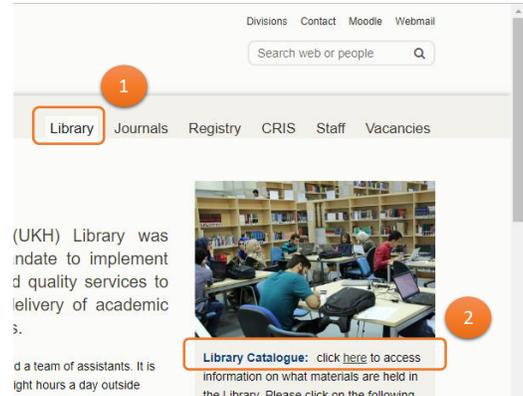
The catalogue is available while you are in campus as well as off campus.

## Where to find it

- Go to <https://www.ukh.edu.krd/>
- Click on [Library](#)
- Click on Library Catalogue, click [here](#)

## How to use it

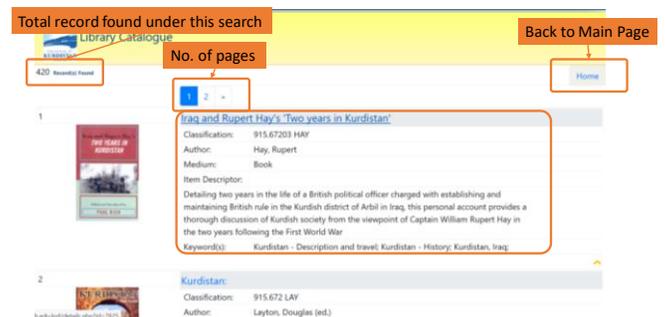
- The catalogue only supports basic search using the following:
  - **Keyword** – Is useful when you are not sure about the exact subject heading. It enables you to search under broader topic, then narrow down your search once you get the results.  
Example: Kurdistan - There are 420 items (to date) under the keyword 'Kurdistan'
  - **Title** – Search by title will retrieve all the items which title contain the word(s) that you are searching.  
Example: Kurdistan There are 300 items (to date) with the word 'Kurdistan' on the title.
  - **Author** – Helps you find all title(s) produced by the specific author. Use the surname of the author followed by comma and first name.  
Example: Trips [surname], Charles [first name]
  - **Accession No.** – Refers to the unique access number attached to the item. It is normally located on the inside of the item front cover  
Example: (see picture on the right)
  - **Series** - Is useful when you know that the topic you are searching is part of interrelated topics under the same subject.  
Example: "NATO Security Through Science Series" there are 5 items under this series
  - **ISBN** – is a unique numeric commercial book identifier. This is useful when you already know the book that you are looking for and you are looking for that edition. It is normally located at the back cover of the book. Example: (see picture on the right)



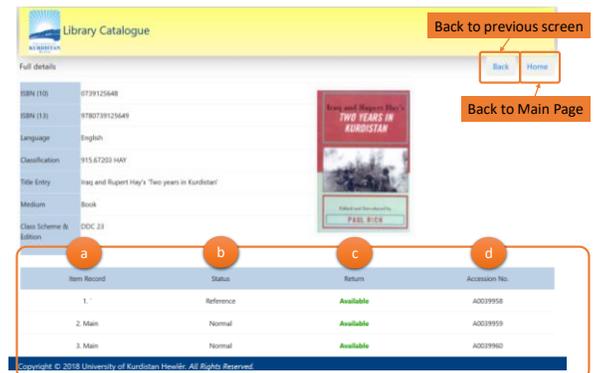
- To start your search, you just need to
  - [1] enter your search word or phrase,
  - [2] select Keyword or Title or Author or Accession no. or Series or ISBN in to the search box and
  - [3] click 'Go'.

## Results

- If your search is successful, you will see the following screen for the list of result. Review the result. Each item listed will provide:
  - Classification – This will guide you to the shelf location
  - Author
  - Medium
  - Item Descriptor – Summary of the item content
- If you would like to refine your search, just click the 'Home' button and re-do your search



- If you would like to know further about the specific title, click on the title underlined in blue font. You will be taken to the following screen.
  - Item record – where the location of the material
  - Status – status of the item whether you can borrow or reference only or text book
  - Return – refers to the availability of the material
  - Accession no. – refers to the unique code of the book in the event there are multiple copies



- If your search is not successful you should consider the following tips:
  - To achieve effectiveness and efficiency in your search, it is necessary to plan and organise your search terms in advance. This will save you time by not repeating your searches and may help in identifying possible sources of information
  - When searching, SPELLING COUNTS – if you are getting no results, but you think you should be, check your spelling
  - The catalogue search ignores capitalisation Example: 'Kurdistan = kurdistan'

*We would be delighted to see you in the library at any time. If you have any questions, please do not hesitate to ask and the staff will be more than happy to assist you.*