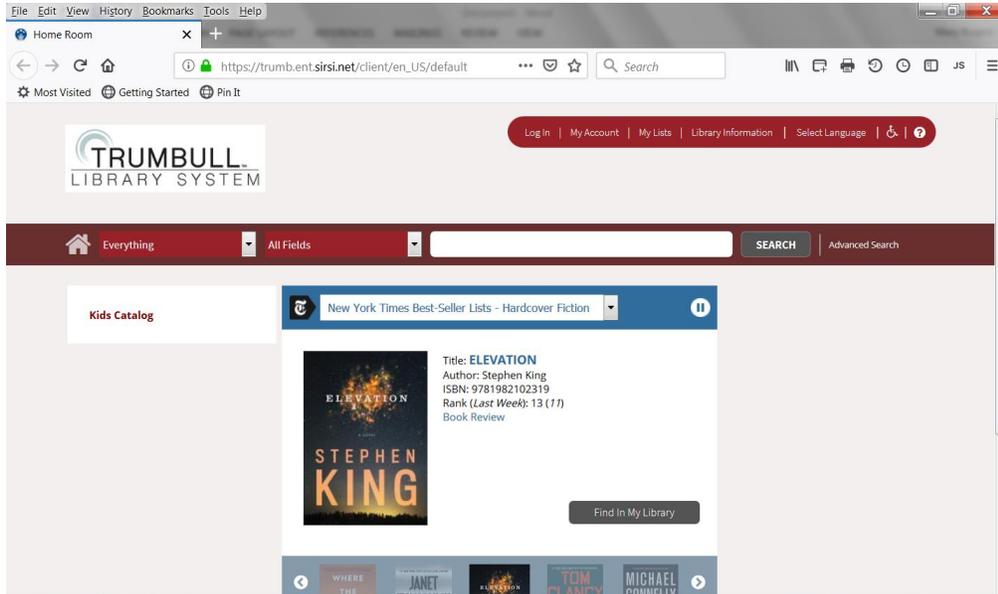
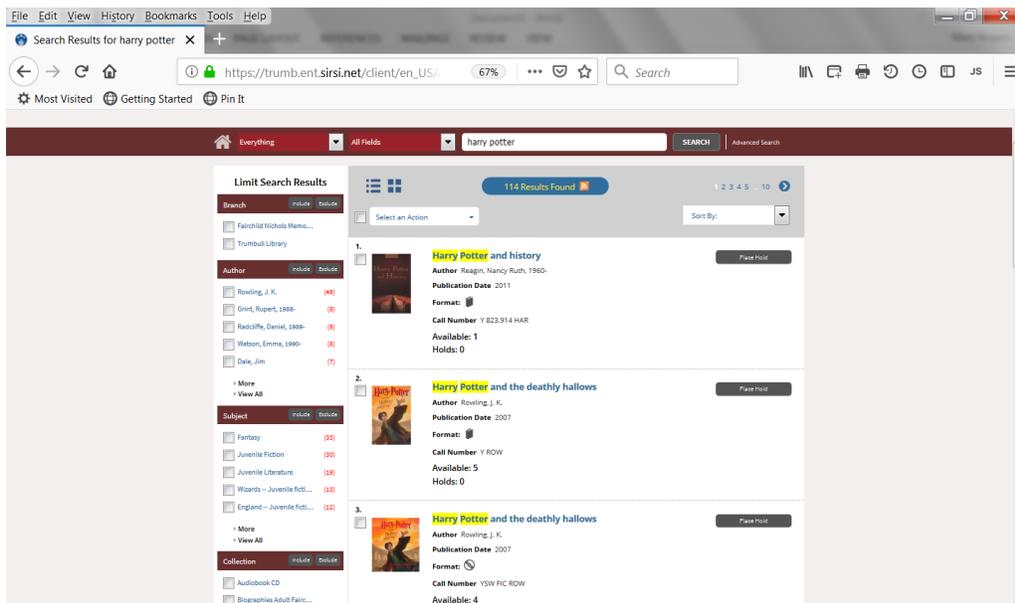


## Using the NEW Online Catalog

You can use the online catalog to find all sorts of items.



When you search the catalog, your results may initially be a mix of formats. [Searching for Titles](#)



You can tell the format of a title by its icon. If you hover the mouse over an icon, a small text box will identify the type of format it represents. [Formats](#)

Book:		eBook:		Audiobook:	
eAudiobook:		DVD:			

You are able to limit your search results using criteria like location, author, subject, collection, format and more, found on the left-hand column.

The screenshot shows a web browser window with the URL [https://trumb.ent.sirsi.net/client/en\\_US/](https://trumb.ent.sirsi.net/client/en_US/). The search results are for 'Airplanes'. On the left, there are filters for Subject, Collection, and Publication Date. The main results area shows three items:

- 2.** **Airplanes**  
 Author: Petrie, Kristin, 1970-  
 Publication Date: 2009  
 Format:   
 Call Number: J 629.133 PET  
 Available: 1  
 Holds: 0
- 3.** **Airplanes**  
 Author: Klingel, Cynthia Fitterer.  
 Publication Date: 2000  
 Format:   
 Call Number: J 629.133 KLI  
 Available: 1  
 Holds: 0
- 4.** **Airplanes**  
 Author: Barton, Byron, 1930-  
 Publication Date: 1986  
 Format:   
 Call Number: J 629.3 BAR

If there are certain results you don't want to see, click the checkbox next to that type of result and then click the Exclude button in the criterial header above it. You can also chose Include to see only results for that particular choice. [Limiting](#)

The 'Limit Search Results' sidebar shows filters for Branch and Author. Under Branch, 'Fairchild Nichols Memo...' is checked and 'Trumbull Library' is unchecked. Under Author, several authors are listed with their respective result counts:

- Shakespeare, William, 1... (6)
- Jefferson Airplane (Mus... (4)
- Little Airplane Producti... (4)
- Twentieth Century Fox ... (4)
- Angelucci, Enzo. (3)

The Limit Search Results section will list all the inclusions and exclusions you have made. To remove one, simply click the X next to the result you wish to remove.

The screenshot shows a library search interface. At the top, there is a search bar with the text "airplanes" and a "SEARCH" button. Below the search bar, there are filters for "Everything" and "All Fields". The main content area is titled "Limit Search Results" and shows "6 Results Found". On the left, there are filters for "Narrowed by:" including "Branch: Trumbull Library" and "Subject: Fiction". Below these are buttons for "Include" and "Exclude" for "Author" and "Subject". The search results are listed as follows:

- 1. Flying at night**  
 Author: Brown, Rebecca L. (Rebecca Lynn), 1976-  
 Publication Date: 2018  
 Format: [Icon]  
 Call Number: FIC BRO  
 Available: 2  
 Holds: 0
- 2. Before the fall :**  
 Author: Hawley, Noah, author.

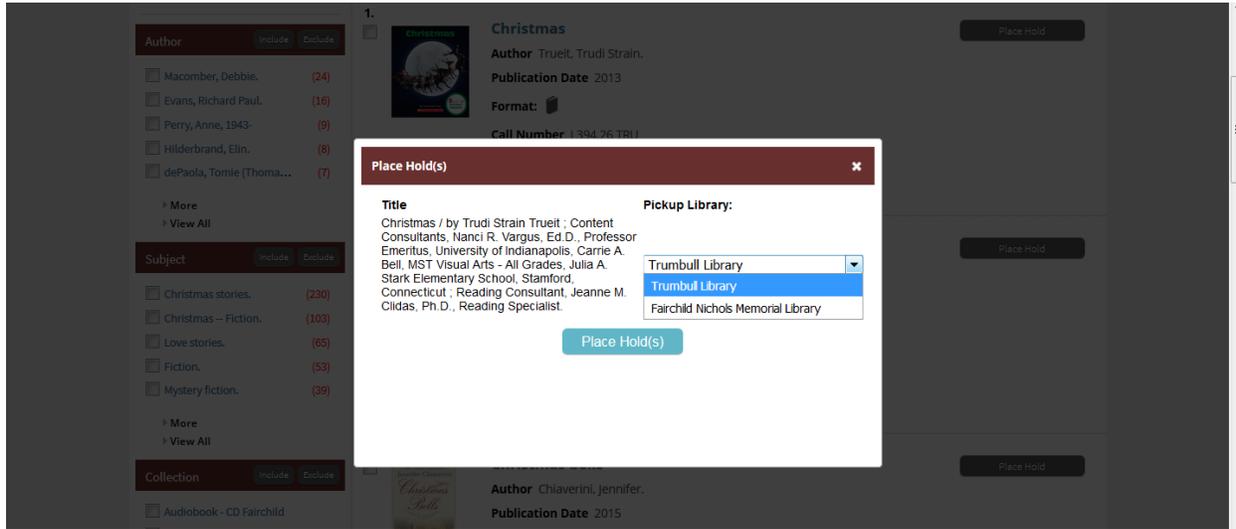
Once you have a list of titles you are interested in, it is easy to tell whether a title is available or not. The number of copies available is at the bottom of each search result, along with the number of holds if there are any. You will also find the Call Number, so you can search the shelves for the specific item you are interested in. [Availability](#)

The screenshot shows a library search interface with search results for "Hillbilly Elegy". On the left, there are filters for "Trumbull Library", "Author", "Subject", and "Collection". The search results are listed as follows:

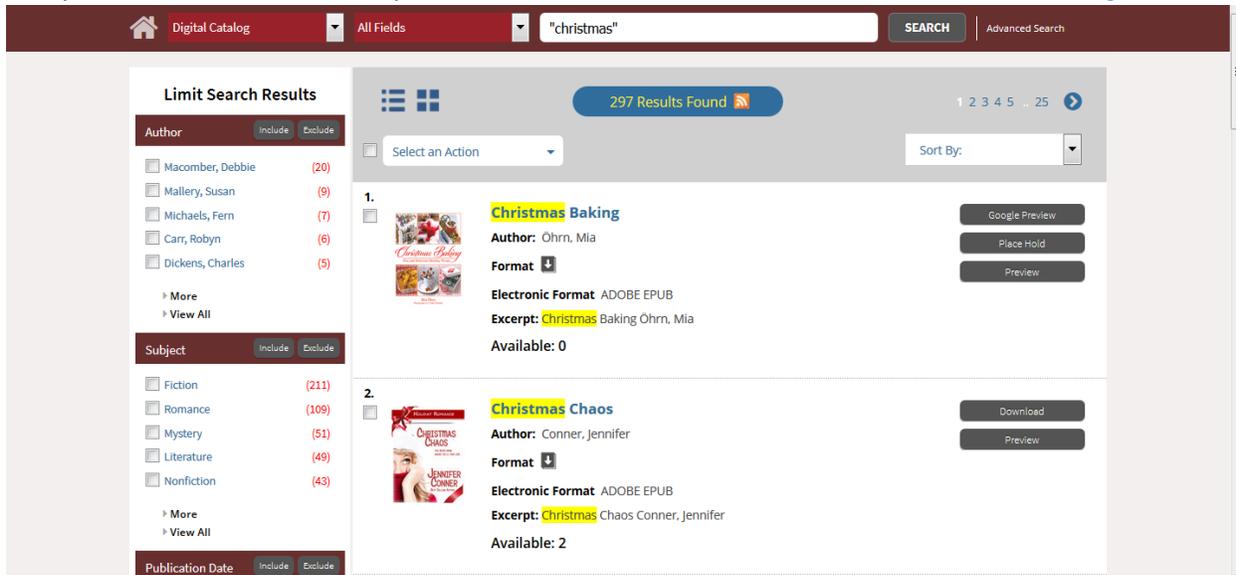
- 1. Hillbilly Elegy**  
 Author: Vance, J. D.  
 Format: [Icon]  
 Electronic Format: ADOBE EPUB  
 Excerpt: Hillbilly Elegy Vance, J. D.  
 Available: 0
- 2. Hillbilly Elegy**  
 Author: Vance, J. D.  
 Format: [Icon]  
 Electronic Format: MP3  
 Excerpt: Hillbilly Elegy Vance, J. D.  
 Available: 0
- 3. Hillbilly elegy : a memoir of a family and culture in crisis**  
 Author: Vance, J. D.  
 Publication Date: 2017 2016  
 Format: [Icon]  
 Call Number: LGE.PRT 305.562 VAN  
 Available: 2  
 Holds: 0

To place a hold on a library item that is unavailable click on the Place Hold button. You will be asked to log into your account using your 14 digit library barcode. Then, you will be asked to choose the library where you want to pick the item up. You will be notified when the item is being held for you.

### [Placing Holds](#)



You are also able to borrow digital titles straight from your internet browser. Once you have found a title you want, the button will say Download if it is available or Place Hold if it is unavailable. [Digital](#)



When you find an eBook you want to read, you will need to pick a format. Ebooks come in several different formats, but not every title is available in every format.

4. **Trading Christmas**  
 Author: Macomber, Debbie  
 Format: [icon]  
 Electronic Format: ADOBE EPUB  
 Excerpt: Trading Christmas Macomber, Debbie  
 Available: 0

5. **Handcrafted Christmas**  
 Author: Waggoner, Susan  
 Format: [icon]  
 Electronic Format: ADOBE EPUB  
 Excerpt: Handcrafted Christmas Waggoner, Susan  
 Available: 0

6. **Christmas Letters**  
 Author: MACOMBER, DEBBIE  
 Format: [icon]  
 Electronic Format: ADOBE EPUB  
 Excerpt: Christmas Letters MACOMBER, DEBBIE

Adobe Epub, and PDF ebooks are read using Adobe Digital Editions software or the Libby App. HTML ebooks can be read in any internet browser; it is sometimes referred to as the Overdrive Read format. Kindle eBooks can be read using the Kindle Cloud reader or the Kindle app. eAudiobooks are available in the MP3 format or Overdrive Listen. If you chose Overdrive Listen, you are able to listen to the audiobook right in your browser.

To place a hold on a digital title that is unavailable, click on the Place Hold button. You will be asked to enter your email address. When the item is available to you, it will automatically be checked out to you and will be waiting in the Libby App. [Digital Holds](#)

Limit Search Results

297 Results Found

Hold Options

Title	Format	Email Address	Automatic Checkout
Christmas Baking	eBook		<input type="checkbox"/> Automatically check out item when available

Place Hold

Cancel

2. **Christmas Chaos**  
 Author: Conner, Jennifer  
 Format: [icon]  
 Electronic Format: ADOBE EPUB  
 Excerpt: Christmas Chaos Conner, Jennifer

While most digital titles can be returned early, some titles can only be returned early within the application used to borrow them, like Kindle eBooks, or simply expire after the checkout period finishes, like eVideos. For the titles that can be returned early with your online account, go to My Account and click the Checkout tab. Click the checkbox next to the title you want to return, then click the Return button. [DigitalReturns](#)

The screenshot shows the 'Digital Checkouts' section of a library website. At the top, it says 'Total Items Checked Out: 4'. Below this is a table with columns for 'Title / Author', 'Format', and 'Expiration Date'. There are four items listed, each with a checkbox on the left. At the bottom of the table, there are 'Select All' and 'Return' buttons. To the right of the table, there are summary statistics for 'Digital' and 'Library' items, and sections for 'Holds' and 'Fines'.

	Title / Author	Format	Expiration Date
<input type="checkbox"/>	 <b>The Handmaid's Tale</b> Atwood, Margaret	ebook-overdrive Download	12/25/18
<input type="checkbox"/>	 <b>The Guernsey Literary and Potato Peel Pie Society</b> Shaffer, Mary Ann	ebook-overdrive Download	12/25/18
<input type="checkbox"/>	 <b>Hillbilly Elegy</b> Vance, J. D.	ebook-overdrive Download	12/25/18
<input type="checkbox"/>	 <b>Red War</b> Flynn, Vince	ebook-overdrive Download	12/25/18

Summary statistics on the right:

- Digital: 4
- Library: 2
- Holds**
- Digital: 4
- Library: 0
- Fines**
- Total due: \$0.00

In the window that pops up, click the Yes button and your title will be returned.

This screenshot is identical to the one above, but with a 'Return Confirmation' dialog box overlaid in the center. The dialog box has a title bar with a close button (X) and contains the text 'Return the Selected Items?' with 'Yes' and 'No' buttons below it. The background of the page is dimmed.