

## User Guide Unicat

### 1) Queries

For queries can be used:

- Quotes: To search for exact strings ("history of Belgium")
- The wildcards "?" And "\*": To respectively mask 1 (te? t) or more (bru\* el \*) characters
- Prefixes: To limit searches to specific fields (eg title: history), especially recommended for "Quick Search"

Search terms can be combined using Boolean operators AND, OR and NOT.

When searching for "year of publication" you may work with ranges, for example: year: [1560 TO 1600].

Using "Advanced Search" search terms can be restricted to the specified search fields and search fields are combined automatically in a Boolean way (with AND, OR or NOT).

### 2) Results

Search results can be refined by using facets such as library, material type, language and year.

Items in a search result can be sorted by relevance or years (ascending and descending).

Each search result leads to a screen with the following recurrent:

- Graphic: indicates the material type (book, magazine, ...)
- The main bibliographic data: title, author, year of publication, publisher, ISBN, ISSN
- Abstract
- Keywords
- Availability: This link displays a window containing a list of libraries that have the item in their collection. Clicking on any of the libraries takes the user to the local catalog of the library (can also be the VUB catalog). Here the user gets detailed information on the relevant item and the user can - if he / she is registered in the library - make use of specific library services (Ill-request, request loan status, ...)

- Bookmark: Deep link to the record

Via the V-link button, the reader can immediately verify whether an electronic version is available and if necessary make an ILL request.