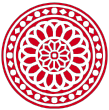
Finding Books in TOPCAT



**A Guided Search**

**Learning goal:** After completing this assignment, you should be familiar with performing a search for books in the library catalog, TOPCAT and refining your search results.

View the "Introduction to TOPCAT” video to learn about finding and requesting physical materials from the SWITCH consortium or the Cardinal Stritch library.

**Find TOPCAT**: Now that you have watched the video, you can try searching TOPCAT yourself. From the library home page, click the top center box labeled “TOPCAT.” You will see the search scope has defaulted to SWITCH, which means you are searching for the books and other physical items from the entire consortium.

Always start a search by typing a word or words that represent your topic in the search box. Type words, not questions. When you are searching for a phrase, try putting it in quotes.

**Research tip:** Working with library search tools is a process of trial and error. There are many ways to work with TOPCAT that can change your results substantially from one search to the next. The only way to achieve the best results is to try different options available and see how they impact your results. As you answer the questions below, try different options where possible. If some choice yields no results, try something else.

**Questions:**

1. Do a search for immigration. How many results were returned?  Click or tap here to enter text.
2. The “Refine Results” tools in the left column of the results page help you weed out information you don’t need. For example, under “creation date” you can select the publication dates that are most applicable to your search. The publication dates from our immigration search range from 1856-2019. If I were researching the issue of security at the southern U. S. border, what would be a good date range for my search? Click or tap here to enter text.

Note: For purposes of the remaining questions, change the date range to **2000-2019**.

1. The “Refine Results” tools also contain a subject list, similar to the subject listing you used in the Articles assignment.  List the top three subject terms from your “immigration” search here:
   1. Subject 1: Click or tap here to enter text.
   2. Subject 2: Click or tap here to enter text.
   3. Subject 3: Click or tap here to enter text.
2. Now click on the “Show more” link below the top three subject terms. Try experimenting with your results by clicking on some different subject terms. Is there another subject term that yields results more applicable to my topic of security at the southern US border? Click or tap here to enter text. If so, list it here: Click or tap here to enter text.
3. If you want to limit your search to items from the Cardinal Stritch library, you can do it by changing the scope in the basic search box, as mentioned in the video. You can also select Cardinal Stritch in the “Refine Results” column. Scroll down the column until you see the Library heading. How many items are from Cardinal Stritch? Click or tap here to enter text.
4. Now try a new search: immigration AND border security. How many results are there? Click or tap here to enter text. Briefly scroll through the results. Do these seem more relevant to my topic? Click or tap here to enter text.
5. Clickon one of the books **from Stritch** and complete the following:

a. Title: Click or tap here to enter text.

b. Author: Click or tap here to enter text.

c. Publisher name/location: Click or tap here to enter text.

d. Publication date: Click or tap here to enter text.

e. Call No. Click or tap here to enter text.

1. The Cardinal Stritch library has books in **three separate** locations within the library.

• The **“IMC stacks,”** on the second floor, contains educational curriculum materials that are intended for children and are less helpful for research papers.

• The **Franciscan Center,** located in a special library on the second floor, contains books and other materials which have been especially collected for in-depth research about St. Francis and the Franciscans. These books are available for check-out and can be very helpful resources. Library staff members are happy to get a book from the Center for you.

• Our **Main Stacks,** on the first floor, contains materials which have been chosen for undergraduate research. Many times the library has two copies of the same book, one in each location.

**Where is the book you listed in Question 7 located?**Click or tap here to enter text.

1. APA style for citing a book follows this format:

Author last name, First initial. Middle initial. (Date). *Name of book.* City, State of Publisher: Publisher name.

***For example:***

Henriquez, C. (2015). *The book of unknown Americans.* New York, New York: Vintage.

**Take the entry from the book you listed in Question 7 and write its citation in APA style.** Remember entries are double-spaced, with a hanging indent.

  Click or tap here to enter text.

10. The advanced search feature allows you to search for a book by its title or author.  Click on the Advanced Search link located to the right of the basic search box. Under the list of search scopes, click on the drop-down arrow labeled **“Any Field”** and select **“Title.”** Search for the book: *A stranger and you welcomed me: A call to mercy and solidarity with migrants and refugees.* Is this book available in the SWITCH consortium? Click or tap here to enter text. From which school or schools?