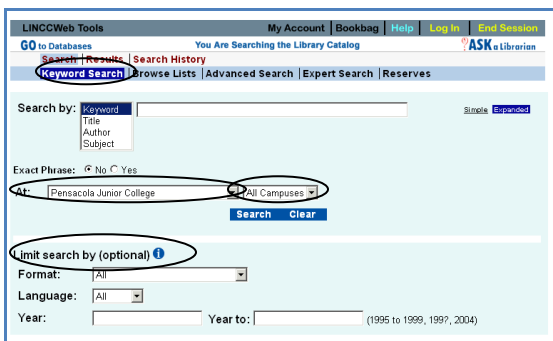


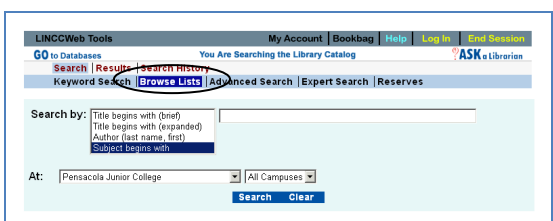
Books and audio/visual material held at all three PJC campus libraries and any of the other 27 Florida community colleges may be located by using the online catalog. **Items not held locally may be requested using the Request feature.**



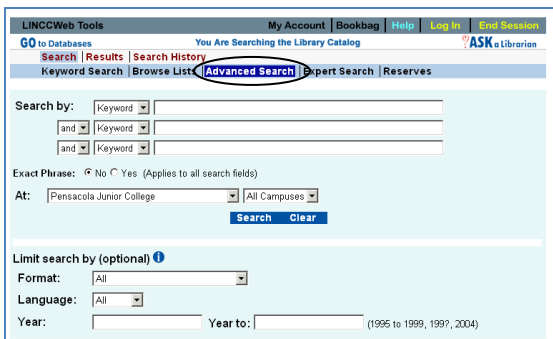
From the library homepage at <http://library.pjc.edu>, click on **Find Books**, or use the **search box**.



**Keyword search** allows for searching by *Keyword(s)*, *Title*, *Author* or *Subject*. Drop down menu options allow searching **At:** other colleges or All Community Colleges; searching one PJC campus or all. **Limit** by format (books, ebooks, audiovisuals, etc.), Language and date **if necessary**.

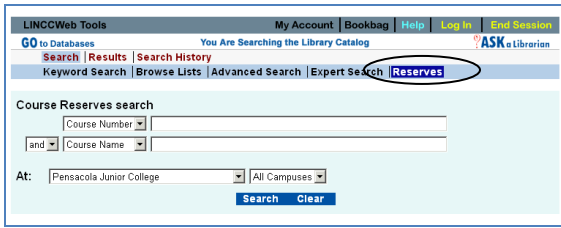


**Browse Lists** allows searching alphabetically by *Title*, *Author* or *Subject*. College/campus options are available. No limiting is available.



**Advanced Search** provides multiple search boxes with drop down menus for *Keyword*, *Title*, *Author*, *Subject* and more. College/campus and Limit options are available.

**Continued:** Finding Books in the PJC Library Catalog



**Reserves** provides a way to search for material placed in the Reserve area of the library by faculty. Search options include *Course Number, Course Name, Instructor* and more. College/ campus limits are available.



**Search results** appear as brief records that contain author, title, location (listed as College/ Campus) call number and sometimes cover image. Click on the title for the full record.



The full record displays the **More Details** feature which links to Summary and Reviews. Tables of Contents are sometimes available. Clicking on a **Subject** will initiate a search for more items on that subject. **Click on the College/ Campus for availability and to Request an item.**



From the request screen, **Click Request** to ask that an item be sent to your campus. *Log in with the 14-digit PJC ID barcode number and last 4 of the SSN# Login questions call 484-2002. Items at another PJC campus take 1-3 days; items at other colleges can take 5-10 days. Use MyAccount to check on status. Request problems: call 484-2089.*

For assistance, please call the Edward M. Chadbourse Library Reference Desk at 484-2006, or, email [lrreference@pjc.edu](mailto:lrreference@pjc.edu)  
 Fall/Spring Hours: Mon.-Thurs. 7:30 AM – 8:30 PM, Fri. 7:30-4:00, Closed Saturday, Sun. 1:00-5:00.