

## LIBRARY INFO

### **Library Hours**

8 a.m. to 5 p.m., Monday through Friday.

### **Announcements**

Holiday closings or special events.

### **Professionalism Collection**

The legal profession and the practice of law. Narrow the list by clicking on one of the links in the "You Found Titles in Categories" box.

### **New Books**

All items added to the collection in the last 30 days. Narrow the list by clicking on one of the links in the "You Found Titles in Categories" box.

### **Events**

The Supreme Court of Ohio events calendar.

### **Services**

Rules for using the library: Rules Governing the Use of Photocopiers, Circulation Policies, Interlibrary Loans, Library Cards and Fax Machines.

### **About the Library**

History of the library, an overview of the library collection and a summary of services.

## MY ACCOUNT

Use your User ID from your library card and your PIN to check the status of your account, change your PIN, renew materials or change your address.

## CONTACT US

Use the form provided to address any questions or comments you may have.

*For more information, contact Library Technical Services Manager Marlys Bradshaw at [Marlys.Bradshaw@sc.ohio.gov](mailto:Marlys.Bradshaw@sc.ohio.gov).*

## THE SUPREME COURT *of* OHIO LAW LIBRARY Information Series

1. Ohio Case Law: Where to Find It
2. Legal Periodicals: Print, Microform & Online
3. Government Documents
4. Ohio Legislative History
5. Federal Legislative History
6. The U.S. Supreme Court
7. Law Library Collection
- ▶ 8. The Online Catalog
9. Ohio Legal Research
10. The Ohio Constitution
11. Supreme Court of Ohio
12. Ohio Practice Materials
13. Audiovisual Collection



## THE SUPREME COURT *of* OHIO

Law Library  
65 South Front Street  
Columbus, Ohio 43215-3431  
614.387.9680 phone  
614.387.9689 fax  
[www.supremecourt.ohio.gov](http://www.supremecourt.ohio.gov)  
[libref@sc.ohio.gov](mailto:libref@sc.ohio.gov)

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## The Online Catalog



THE SUPREME COURT *of* OHIO  
LAW LIBRARY  
Information Series

The online catalog lists items the library owns or has access to, including books, serials, AV materials, CD-ROMs, DVDs, Web sites, etc. The catalog is accessible through public workstations in the library, online at [www.supremecourt.ohio.gov/LawLibrary](http://www.supremecourt.ohio.gov/LawLibrary) or on your smartphone with the Bookmyne app. Click Library Catalog Access to use the catalog.

## SEARCH/HOME



**Keyword:** Enter search terms in any order. Display results in reverse chronological order.

**Browse:** Match on first word in search. Display results in alphabetical order.

**Term:** Match from left to right. Display results in alphabetical order.

### WORDS OR PHRASE

Use for most general searches. Search multiple words and multiple fields at once and get the largest range of results. See below for more precise results.

### AUTHOR

Search all author fields, including personal and corporate.

### TITLE

Search all title fields, including periodical and series.

### SUBJECT

Search all subject fields. For subject heading help, see *Library of Congress Subject Headings (LCSH)*, which are located at the Circulation and Reference desks and near the AV Room.

### SERIES AND PERIODICAL TITLE

Search for specific types of titles. Use to narrow a title search.

### Power Search

Combine the above searches, and/or limit by language, format and publication year.



### Catalog Searches

**Browse:** Browse by author, title, subject, series or periodical title. Match on first word in search. Display results in alphabetical order.

**Call\_Number:** Browse by call number. View nearby items on shelf

**Advanced\_Search:** Same as Power Search.

### TIPS AND SUGGESTIONS

Narrow a search list by clicking the “Limit Search” button or one of the links in the “You Found Titles in Categories” box.

Find additional materials by clicking “Find more by this author,” “Find more on these topics” or “Nearby items on shelf.”

Click “Title” to see a fuller view of the Item Information and Catalog Record.

Click “Keep” to save search results to be printed later (use the “Print/Capture” button).

Click the “URL” symbol to go directly to the website.

Try using AND, NOT, OR or XOR between your search terms if you don’t find expected results.

**AND:** Locate records containing all of the search terms.

**NOT:** Locate records containing the first search term, but not the second.

**OR:** Locate records matching any of the search terms.

**XOR:** Locate records matching any one of the search terms, but not all of the search terms.

### I NEED MATERIAL

If you are at the library, visit the Circulation or Reference desks for these services. If you are accessing the catalog from another location, you may make requests online.

#### Place Hold

Patrons with a library card may place a hold on an item. The item will be held at the Circulation Desk and the patron will be notified for pickup.

#### Search Services

Patrons may ask reference questions by completing the electronic Search Services form.

#### Recommend to Order

Patrons may recommend items for the library to order. A recommendation does not guarantee the library will purchase the item.

### KNOWLEDGE PORTAL

#### Library Internet Resources

Quick access to a list of online databases available in the library.