

Hewitson Library

quick search tips on the library catalogue

Find the University of Otago library catalogue at <http://otago.lconz.ac.nz/>
The Hewitson Library collection is included in this catalogue.

The catalogue appears at 'Basic search' - You can use the search box here to type in any keyword(s) to retrieve a catalogue record or list of publications in the catalogue.

You can use punctuation to help with a search – quote marks “ ” for a phrase, or the truncation symbol ? e.g. Christian? To retrieve items for instance with the words Christian, Christians or Christianity.

For example: spirit dreyer or 'minding the spirit' or minding spirit drey? - retrieves varying search results but will include Minding the spirit edited by Elizabeth Dreyer within those search results. Click on the title to retrieve the full title information if it is not displayed directly. The library shelf location or call number is indicated at the bottom of the page.

Location: Dn: Knox College
Call Number: [PY Min](#)

The call number is a link which you can click on to see the book in its classification sequence – i.e. what the book sits next to on the shelf. You can use this link to virtually browse the shelves and find other books on the same subject.

You can also search by call number in 'basic search'. Highlight call number in the menu
Alongside the search box:

Search: within [Keyword](#)
[Title begins with...](#)
[Call number](#)
[Keyword boolean](#)

Searching PNG will retrieve books in the Hewitson Library on religious aspects of environmental ethics.

Some useful call numbers to try:

[PAN](#) - Religion and philosophy
[PDC](#) - Christianity and other religions
[PLP](#) - Religion and feminism

[PNH](#) - Social ethics

[PU](#) - Pastoral theology
[PWA](#) - Theology of worship
[PXE](#) - Bible class/Work among teenagers
[PY](#) - Christian life

[PPP - Reformed and Presbyterian Church](#) [PYG - Church growth and renewal](#)

These are just a few examples. You can experiment and get to know your favourites!
Anything on religion will begin with P

Other useful links within a full title display are Contributor(s) or authors – (you can click on a persons name to see other works by them in the catalogue) and subjects – (you can click on a subject link to find other similar subject headings to browse)

The Youth ministry collection can now be accessed by typing '[youth ministry collection](#)' in the search box. You can narrow the search by adding additional terms
Eg. "youth ministry collection" Bibl?, or, "youth ministry collection" faith, or, "youth ministry collection" periodicals. Again, experiment.

The Roy Spackman organ music collection can be similarly accessed by typing '[roy spackman collection](#)'

These are just a few tips to get you using the catalogue. There are many ways to search the catalogue effectively which include using the Advanced, Subject or Author search tabs.

Here's a few subject headings to try in the subject search tab. Each will retrieve a list with additional aspects to the core subject which you can click on to retrieve books or material which relate to those subjects.

[Pastoral theology](#)

[Public worship](#)

[Church renewal](#)

[Church group work](#)

[Church work with youth](#)

[Evangelistic work](#)

[Christianity and culture](#)

[Christian leadership](#)

And remember, you can use the terms listed beside 'subjects' within a full title display to find further material on the same topics. You can enter keywords on your topic in 'basic search' then retrieve any full title from the resulting list, and click on the relevant 'subjects.'

If you have any problems or questions with searching the catalogue please do contact the library staff,
or contact the library staff for help with locating and borrowing material.

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