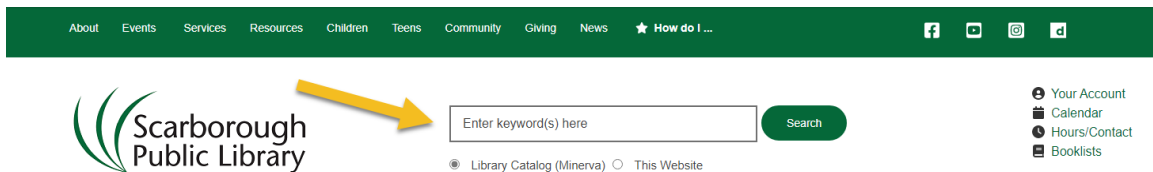




Searching and Requesting Materials in Minerva: Scarborough Public Library's Catalog Search Tool

ACCESSING THE MINERVA CATALOG

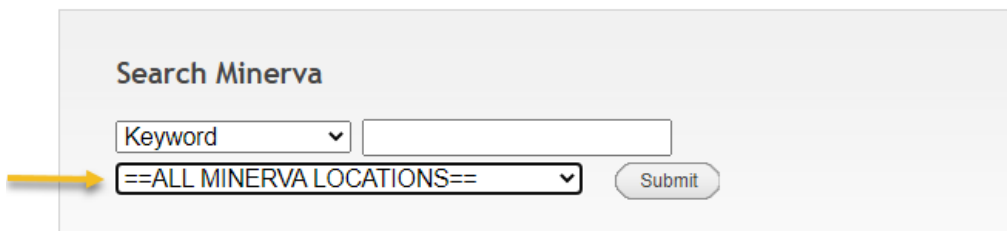
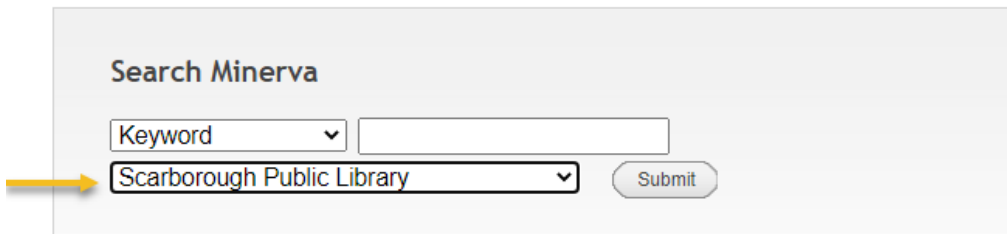
On the Library's homepage, www.scarboroughlibrary.org, locate the search bar and type in a keyword, title, author, or subject. Be sure that the **Library Catalog (Minerva)** button is selected, then press **Search**. You are now in the Minerva catalog.



SEARCHING THE MINERVA CATALOG

You can search the Minerva catalog using keyword, title, author, or subject. If searching by author, type the last name first (ex: Brooks, Geraldine). Click on **Help** at the top right of the screen to learn more about search strategies.

You can limit your search to the **Scarborough Public Library**, located in the list in the drop-down menu. Alternatively, you can select **All Minerva Locations** to view what is available across Maine's Minerva libraries.



REQUESTING ITEMS THROUGH MINERVA

The Minerva catalog allows you to search local holdings in Scarborough, but also holdings at many libraries throughout the state (select **All Minerva Locations**). If an item you are looking for is not available in Scarborough you can request it from another library.

Search for an item in Minerva.

Search Minerva

Title ▼

Scarborough Public Library ▼

From the list of results, click on the [blue](#) underlined title of the item you are interested in, ex: [Horse](#).

3

Horse
Clutton-Brock, Juliet.
London ; New York : DK Pub., 2008.

Copies	LOCATION	CALL NO.	STATUS
	Scarborough PL Juvenile Nonfiction	J636.1 HOR	AVAILABLE
	Auburn PL JUV Nonfiction	JUV SF 302 .C6 2008	AVAILABLE
	Boothbay Hbr Juv Non Fic	J 636.1 CLU	AVAILABLE

There are additional copies/volumes of this item

4

Horse [DVD]
[New York] : DK Pub., 2009.

Copies	LOCATION	CALL NO.	STATUS
	Scarborough PL Juvenile Video	DVD J EYEWITNESS	AVAILABLE
	Boothbay Hbr Juv. DVD	J DVD 636.1 HOR	AVAILABLE
	Calais F.L. DVD	636.1 H817 h	AVAILABLE

There are additional copies/volumes of this item

5

Horse
Brooks, Geraldine, author.
New York : Viking, [2022]
67 holds on first copy returned of 78 copies

Copies	LOCATION	CALL NO.	STATUS
	Scarborough PL New	FIC BROOKS	DUE 02-03-23
	Scarborough PL New	FIC BROOKS	ON HOLDSHELF
	Auburn PL New Fiction	FIC Brooks, G.	ON HOLDSHELF

There are additional copies/volumes of this item

6

Horse [Large Print]
Brooks, Geraldine, author.
New York : Random House Large Print Publishing, 2022.
10 holds on first copy returned of 19 copies

Copies	LOCATION	CALL NO.	STATUS
	Scarborough PL New Large Type	LARGE TYPE FIC BROOKS PBK	DUE 02-04-23
	Auburn PL New Large Type	LARGE TYPE FIC Brooks, G.	IN TRANSIT +1 HOLD
	Camden PL New Large Print	LP F Bro	MISSING

There are additional copies/volumes of this item

2

Be sure to check the material type and click on the title of the specific kind of item you are looking for (large print, ebook, DVD, etc). You will see an icon next to each entry indicating what type of resource it is.



Once you have located the item you want in the appropriate format, click on the item's title. This will bring you to the record for that item. Click on the **Request** button near the top of the screen.

Request
Add to Folder
MARC Display
Return to Browse
Limit/Sort Search

TITLE Scarborough Public Library

Limit search to available items



Author **Brooks, Geraldine, author.**
 Title **Horse / Geraldine Brooks.**
 Publisher **New York : Viking, [2022]**
 67 holds on first copy returned of 78 copies

Copies	LOCATION	CALL NO.	STATUS
	Scarborough PL New	FIC BROOKS	DUE 02-03-23
	Scarborough PL New	FIC BROOKS	ON HOLDSHELF
	Auburn PL New Fiction	FIC Brooks, G.	ON HOLDSHELF
	Bailey Fiction	BROOKS	ON HOLDSHELF
	Baxter ML Adult Fiction	F Bro	DUE 01-27-23
	Baxter ML Adult Fiction	F Bro	ON HOLDSHELF
	Belfast New Books	FIC BRO	ON

After clicking on **Request**, enter your first and last name on the top line and your 14-digit library barcode number from the back of your library card, without spaces, in the second line. Be sure to click on **Submit** to reserve your item.

Request Verification

Requesting *Horse / Geraldine Brooks.*

Please enter the following information:

For example, type "Jane Smith" and then press the TAB key.

Your Name

Ex: 29876000123456. For barcodes less than 14 digits, contact your library.

Your Patron Barcode

You may be asked to pick a specific copy if you are requesting a multivolume set. You may have up to 15 items on hold at a time. Please be aware that adding items to the folder will not reserve them, you must submit a request to hold the item.

YOUR LIBRARY ACCOUNT

You can also log in to **My Library Account** when you first enter the Minerva catalog. Look for the link the top right-hand corner of the screen.



Search Minerva

Keyword

Scarborough Public Library

When you are logged in, you can request multiple items without entering your barcode each time. When logged into your library account you can also view what you have checked out, what you have on hold, and renew items. Within your account you can also set up text message alerts and activate your borrowing history to keep track of what books you have checked out.

LIBRARIANS ARE HERE TO HELP

For additional help requesting books or searching the catalog please contact a Reference Librarian at 396-6276 or via email at askspl@scarboroughlibrary.org. 1