

How to find an article

Q: Can I find an article on Newton?

A: No. Articles can't be found via *Newton* the University Libraries' catalogue – indexing stops at the journal level. If you know the title of the journal, then you can use Newton to find that journal and then the article

Q: Can I find an article on line?

A: Yes, sometimes, look at the University Library's *ejournals@cambridge* link.

Q: If not on line and we don't have the journal, could it be anywhere else?

A: Yes, we have a Library reprint collection. Mostly these are older articles for which we don't have on line access or copies of the journals. Ask in the Library Office.

Q: I still can't find it, is there any where else it could be?

A: It could be at the UL or in one of the other Departmental/College Libraries. Search Newton to see if the journal is held at any of those locations.

How to search for a reference

Q: How do I look for references on a specific subject?

A: Use one of the databases in the University Library's *eresources@cambridge* link (e.g. Zetoc). Using keywords you can search records from any subject area, some in full text. You can also use the UL's *CrossSearch* facility which searches across multiple databases.

How to find a book

Q: How do I look up a book for Mill Lane Library?

A: Go to *Newton* and select Departments and Faculties F-M. In the 'search for' box enter the author's surname and one or two words from the title ensuring that you put in **and** between all of the words. Under the "Quick limits" option select Mill Lane Library. Choose the 'Boolean Search' option and click on search.

Q: What if the book is not available in Mill Lane?

A: Go to Newton, select the Universal catalogue and follow the above search strategy.