

# Sample Searches for Library Catalog (JeWeL)

## Getting Started

1. Select type of search.
2. Enter search terms.
3. Choose how entries should be sorted.
4. Click **Go**.

**OR for more search options:**

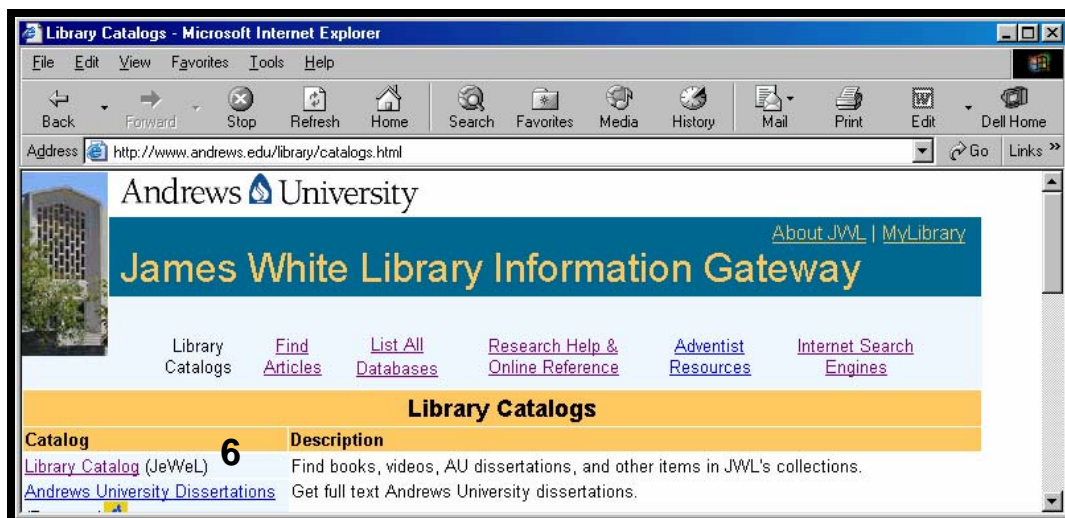
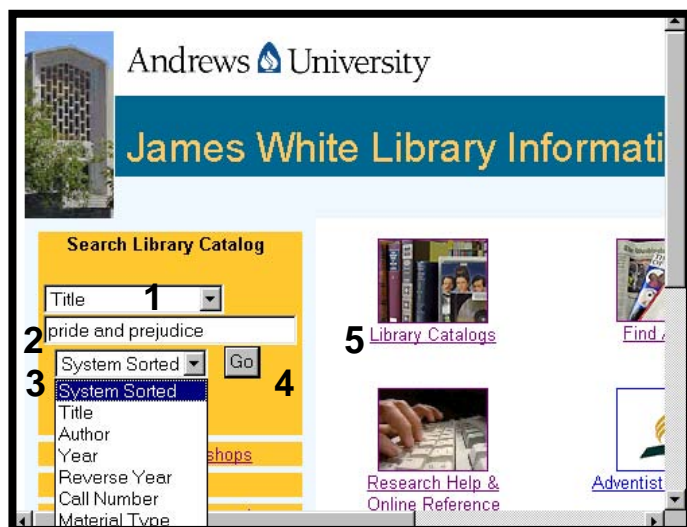
5. Click **Library Catalogs**.
6. Click **Library Catalog (JeWeL)**.

### Why Use?

Find books, videos, and other items owned by the James White Library.

### Access Path:

Go to the James White Library Information Gateway:  
(<http://www.andrews.edu/library>).

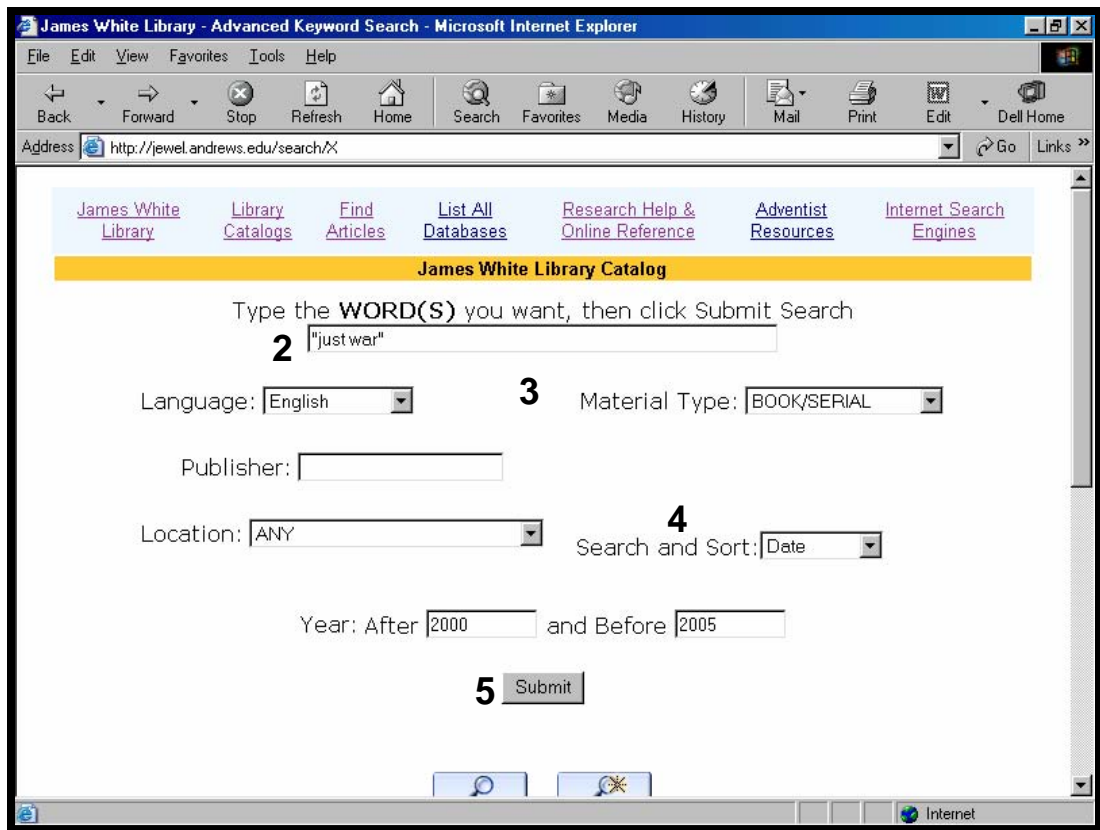


# Keyword, Author, Title & Subject Searching

1. Click **KEYWORD SEARCH** on the menu.
2. Enter your search terms. Surround terms with quotes if you want to search for a phrase.
3. Select language, material type, date, etc.
4. Choose how results should be sorted.
5. Click **Submit**.
6. To search for an author, title, or subject heading, follow the above procedure, clicking on **AUTHOR**, **TITLE**, or **SUBJECT Heading** as appropriate.

Search for library materials by:

- 1 [KEYWORD SEARCH](#)  
[AUTHOR](#)  
[TITLE](#)
- 6 [SUBJECT Heading](#)  
[PERIODICAL Title](#)  
[AUTHOR/TITLE](#)  
  
[LC Call Number](#)  
[STANDARD Numbers](#)  
[OCLC Number](#)  
  
[Change to EDRA Collection](#)



## Reading the Results

1. Check the number of results. The screen will display 12 at a time.
2. Click on a title to view the entire catalog record.
3. To view the call numbers, click **Extended Display**.
4. Click **New Search** to do a new search.
5. Click **Another Search** to do another keyword search (or title, author or subject search).
6. Use **Modify Search** to refine your results by language, date, format, or location.
7. To download or email records, click in the boxes, then click **Save Marked Records**.
8. If you would like to do a similar search in the Michigan Electronic Catalog, click **Search MelCat**.

James White Library, Andrews University /All Locations - Microsoft Internet Explorer

Address: http://jewel.andrews.edu/search/X?SEARCH=%22just+war%22&lang=eng&m=a&p=b&SORT=D&a=2000&db=2005

James White Library Catalog

4 New Search | 3 Extended Display | 6 Modify Search | 8 Search MelCat | 5 Another Search

KEYWORD: "just war" View Entire Library Catalog Search

Limited to: Language "English" and Material Type "BOOK/SERIAL" and Year after 2000 and Year before 2005 and 11 results found. Sorted by Date

1

Num	Mark	KEYWORDS (1-11 of 11)	Medium	Year
1	<input type="checkbox"/>	Christian jihad : two former Muslims look at the Crusades and killing in the name of Christ / Ergun <b>2</b>		c2004
2	<input checked="" type="checkbox"/> <b>7</b>	Responsibility in world business [electronic resource] : managing harmful side-effects of corporate		c2004
3	<input type="checkbox"/>	The just war revisited / by oliver O'Donovan		2003
4	<input type="checkbox"/>	The just war : an American reflection on the morality of war in our time / Peter S. Temes		2003
-	-	The sacred and the sovereign : religion and international		c2003

7 Save Marked Records | Save All On Page

## Viewing a Record

1. The table tells the location, call number, and status of the item.
2. Click on the author's name to find more works by this author.
3. Click on a subject heading to find more items on this subject.
4. To print, click **File**, then **Print Preview** to view your document. Click **Print**, choose the number of pages you wish to print, then click **OK**.
5. Enter a new search in the box, select the field to be searched, then click **Search**.

### Subject Tracing

Subject tracing is a two-step search method. First, do a keyword search. Examine the results for relevant subject headings. Then click on the selected subject headings.

James White Library, Andrews University /All Locations - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites Media History Mail Print Edit Dell Home

Address <http://jewel.andrews.edu/search/wausten+and+criticism/wausten+and+criticism/37%2C52%2C52%2CB/frameset&FF=wausten+a> Go Links >>

[James White Library](#) [Library Catalogs](#) [Find Articles](#) [List All Databases](#) [Research Help & Online Reference](#) [Adventist Resources](#) [Internet Search Engines](#)

**James White Library Catalog**

New Search Request Save Records MARC Display Return to List Another Search

TITLE pride and prejudice 5 View Entire Library Catalog Search

Record: [Prev](#) [Next](#)

Author **2** [Beer, Patricia](#)

Title **Reader, I married him; a study of the women characters of Jane Austen, Charlotte Brontë, Elizabeth Gaskell and George Eliot**

Published New York : Macmillan, 1974

LOCATION	CALL NO.	STATUS
Stacks/Top Floor	<a href="#">1</a> <a href="#">PR115 .B4</a>	AVAILABLE

Description ix, 213 p. 23 cm

Subject [Women novelists -- Great Britain -- History and criticism](#)

**3** [Women in literature](#)

[English fiction -- 19th century -- History and criticism](#)

## Exporting Records

1. After marking records and clicking **Save Marked Records**, click **Export Saved List**.



2. Select **Full Display**.
3. To email records to your personal account, click **Email**, type your email address and click **Submit**.
4. To download, click **Local Disk**, then **Submit**.

Format Of List		Send List To	
<input checked="" type="radio"/> Full Display	<b>2</b>	<input checked="" type="radio"/> E-Mail	
<input type="radio"/> Pro-Cite		Mail To: <input type="text"/>	<b>3</b>
<input type="radio"/> End-Note		Subject: <input type="text"/>	
<input type="radio"/> MARC		<input type="radio"/> Local Disk	<b>4</b>
<input type="button" value="Submit"/>			

Your List of Saved Records				
Num	Mark	Exports (1-2 of 2)	Medium	Year
1	<input type="checkbox"/>	<a href="#">The Cambridge companion to Jane Austen</a> edited by Edward Copeland and Juliet McMaster		1997
2	<input type="checkbox"/>	<a href="#">Critical essays on Jane Austen</a> edited by Laura Mooneyham White		c1998

5. Click **Save**. In the new window that opens up, select the following: Save in: **3 ½ Floppy A** ; File name: **a:name of file**; Save as type: **text document**; then click **Save**.