

Reserving books using the Library Catalogue

Step 1 - Find the item you would like to borrow

Search the Library Catalogue (<http://libcat.canterbury.ac.uk>) for the item you require.

#	Author	Title	Year	Location	Copies (held/loaned)	Find it
1	Rebar, Cherie R.	Understanding nursing research : using research in evidence-based practice /	2012	610.73072 UND	Canterbury(2/0)	
2	Boswell, Carol.	Introduction to nursing research : incorporating evidence-based practice /	2011	610.73072 BOS	Canterbury(1/0)	
3	Brown, Sarah Jo.	Evidence-based nursing : the research-practice connection /	2011	610.73 BRO	Canterbury(1/0)	
4	Chinn, Peggy L.	Integrated theory and knowledge development in nursing /	2011	610.7301 CHI	Canterbury(1/0)	
5	Keele, Rebecca.	Nursing research and evidence-based practice : ten steps to success /	2011	610.73 KEE	Canterbury(3/0)	
6	Meinyk, Bernadette Mazurek.	Evidence-based practice in nursing & healthcare : a guide to best practice /	2011	610.73 MEL	Canterbury(2/0)	
7	Munhall, Patricia L.	Nursing research : a qualitative perspective /	2011	610.73072 MUN	Canterbury(1/0)	
8	Polit, Denise F.	Nursing research : generating and assessing evidence for nursing practice /	2011	610.73072 POL	Canterbury(5/0)	
9	Tappen, Ruth M.	Advanced nursing research : from theory to practice /	2011	610.73072 TAP	Canterbury(1/1)	
10	Whittaker, Andrew.	Succeeding in research project plans and literature reviews for nursing students /	2011	610.73072 WHI	Canterbury(20/0)	

Click on the link in the Copies column to find out if the book is on loan.

If all the copies of the title you require are on loan, you can reserve a copy to be kept for you when it is returned. You can only reserve items when all the copies are on loan. When you have found the book you want to reserve, follow the steps below.

Step 2 – Access your Library Account

Click on Log-in.



Step 3 – Log into your Library Account

User ID:

PIN:

Enter your ID number. (for students this is the ID number on your Smartcard)

Enter your PIN, then click on Log On.

[What is your PIN?](#)

For details of your PIN click on this link.

Your ID can be found on your student smartcard, your staff pay slip or the reverse side

Please reset the OPAC when you have finished using it.

Please note your Library PIN is not the same as the password used to access the computer network.

Step 4 – Select the book you want to request

Click on [Results](#) to return to your search.



Step 5 – Request the book

Holdings

[Back](#)

Tappen, Ruth M.: Advanced nursing research : from theory to practice / Ruth M. Tappen.. Sudbury, MA : Jones & Bartlett Learning, c2011.

To make a reservation, click request. You must be logged in order to view the request link.
Click on expand to see more details of the book.

Click on the [Request](#) link to reserve a copy of the title you require.

Hide loaned items [Go](#)

[Previous Page](#)

[Next Page](#)

	Vol	Issue	Item status	Due date	Library	Collection	Location	No. of requests	SFX	Map
Request			Standard	22/07/11	Canterbury	Main Collection	610.73072 TAP			
Expand										

Step 6 – Confirm the request

Hold Request - TRAINTEST, LYNNE

You can select which Library you wish to collect your book from

Tappen, Ruth M.: Advanced nursing research : from theory to practice / Ruth M. Tappen.. Sudbury, MA : Jones & Bartlett Learning, c2011.

On loan until: 22/07/11 23:59
Due Date after recall will be set to: 05/08/11 23:59
Note that the recall will be performed at a later time.
Item is on an open shelf.
Item status: Standard (02) Call number: 610.73072 TAP
The following locations have been excluded from the Pickup Location list:
Pickup/delivery location : Canterbury
Period of interest : from 20110708 to 20111008 (Date format : yyyymmdd)

Enter additional information as necessary:

Author of article	<input type="text"/>
Title of article	<input type="text"/>
Pages	<input type="text"/>
First Note (or table no. for closed stack request)	<input type="text"/>
Second Note	<input type="text"/>
Rush Handling	<input type="checkbox"/>

[Go](#) [Clear](#)

Click on GO

Another confirmation page will appear, click on GO.

- You are not able to reserve any items if they are on the shelf.
- You will receive an e-mail when your request is ready for collection. Please check your university e-mail account regularly.
- Please remember to log out using the reset button.