

Going online for a very valuable resource

Gillian Doran provides a guide on the best way to use the College's online library catalogue



AN ONLINE LIBRARY CATALOGUE is generally a free service, and the ICGP library catalogue is no different. It provides a web-based catalogue that allows researchers to find material held in the book and journal collections of the library.

Traditionally, library catalogues led to hardcopy books; however, now information can often be downloaded from the library onto your computer. Anyone can use the library catalogue to search or browse. If members then want a particular book or report, they can contact the ICGP library staff directly and arrangements can be made to borrow the material.

How do I access the ICGP library catalogue?

Simply go to www.icgp.ie and see the 'library and publications' section on the left-hand side, or go straight to www.icgp.ie/library to be brought to the library homepage.

The library homepage includes: useful links, databases, noticeboard, catalogue, education resource pack and FAQs.

How do I search the catalogue?

Click on the link entitled 'search the entire catalogue' and you will be brought to a search form. Enter one, two or three words to describe the item you are looking for, eg. 'Forum haemochromatosis' and then click on 'search' to begin.

The results for 'Forum' (first box) and 'haemochromatosis' (second box) gives two combined search results. Click on the '2' in the results and you will see the relevant items displayed. The search for 'Forum' separately gives you 120 results, or 'haemochromatosis' separately give you two results.

The results will show the format of the material, ie. whether it is a book, journal, report, computer file, etc. If it is a computer file and it is available then you can click on the 'download link' and 'open' or 'save' the item to your computer.

What is the difference between searching and browsing?

To 'search' the catalogue you need to enter some search terms or keywords to indicate the area you would like to explore. The 'browse' facility means that you can see the entire listing of the 'recently-added items' or the 'CME bids' without having to enter search terms or keywords.

How can I limit my results?

There are several ways to limit the results you retrieve from the catalogue by entering several keywords, or by using set limits. These limits include 'category', 'media type' or 'year'. If you select the 'category' facility you can choose from

Forum, ICGP publications, Irish content or reports. If you select 'media type' you can choose from audiovisual, computer (ie. word, powerpoint, etc.) print (ie. book/report) or URL (ie. website address). Finally, you can also choose to use 'year' (from 1996 to 2007).

Can I change the way my results are displayed?

You can order the way your results are displayed on screen by several methods including: title, author/researcher, year (descending order) and media format.

What other material can be accessed through the library?

Other material available online include *Forum* (indexed from 2000 onwards but currently full-text is only available from 2003 onwards), ICGP clinical and non-clinical guidelines, other ICGP publications including policy statements, newsletters from various health organisations including St James's NMIC bulletins, Health Protection Surveillance Centre's Epi-Insight and the HSE.

The ICGP library catalogue is a continually developing resource. At present there is a core bank of material available but the library staff will continue to work and develop this facility so any suggestions or feedback are welcomed.

Are the CME tutor bids accessible online?

The CME bids are accessible online but only to CME tutors. This is a private CME tutor network facility and their material is only available for other tutors. The library catalogue is simply being used as a facility to store/retrieve their bid material. Bids are accessed by logging in with tutor ID and PIN.

What is the ICGP research listing?

The ICGP research listing is a new facility developed by the ICGP library and director of research Dr Claire Collins. This facility was incorporated into the ICGP library catalogue with the aim of providing a basic listing for research that either has been or is being conducted throughout the country. Anyone interested in providing information on their research can simply complete the online submission form. This listing can be viewed by anyone (ie. members and the public) interested in research in general practice in Ireland.

Who do I contact if I have any questions?

If you have any comments or queries regarding the ICGP library catalogue or indeed any aspect of the library and information services contact: Gillian Doran, Email: gillian.doran@icgp.ie or Trish Patton, Email: patricia.patton@icgp.ie

Gillian Doran, ICGP librarian