WKU Libraries One-Search Catalog: Getting Started

What is the One-Search Catalog?

The One-Search Library Catalog offers a one-stop search for research materials provided by WKU Libraries. This includes books, journal articles, videos, CDs, DVDs, and other library resources. As shown in the diagram below, the One-Search catalog comprises the traditional library collection, along with our campus repository, special collections, and some (but not all) of the electronic articles and resources from our research databases.

Where Is the One-Search Catalog and How Do I Use It?

Find the One-Search Catalog on the WKU Libraries home page (www.wku.edu/library). You can't miss it...it's the big search box right in the middle of the page!

Enter your search term in the box... ...then click on the Search icon

Visit Us Online: www.wku.edu/library
Search Results

Shown below is a very brief example of the way the One-Search Catalog will present the results of your search. There may be many types of materials available. Click on the title of any item in your results list for more information, such as:

- **Print materials:** the catalog will tell you if an item is available, and where it is located (click on the “Map It” button for a map to the exact location). If it is a book out on loan, the catalog will tell you when it is due back.

- **Digital materials:** most of our journal articles are in electronic format, and the catalog will provide links to access those articles. We also have many books, documents, maps, photos, and other materials available online, and most of these can also be accessed through the library catalog.

If you don’t understand something that comes up in your catalog searches, always feel free to contact WKU Libraries for more information or assistance.
Too Many Results? Tweak Them!

The One-Search Catalog can sometimes yield too many results—hundreds of thousands or even millions of them in some cases. It is easy to limit your results, however, using the filters on the right side of the One-Search page. (On mobile devices, click the “Tweak My Results” button at the bottom of the results page.)

You can sort your results by date, author, title, or relevance

Choose only items available from a specific source

Limit to items available in specific libraries in our system

Find only specific types of resources, such as books or newspaper articles

Limit by publication date, or a range of dates

Choose specific subject classifications (using the Library of Congress system)

Find materials in specific languages
Need to Be More Specific? Use the Advanced Search...

Another way to refine the results of your search is to use the advanced search function, shown above. Advanced Search provides flexibility by offering a number of options and tools including:

- Search for print and online, online only, or materials on course reserve
- Choose to search everything, or limit your search to the WKU library catalog, special collections, the campus repository, or online resources.
- Limit your search by the type of materials, language, or publication date.
- You can limit the field for search terms, such as title, author, subject, and others.

Additional Search Tips

- You can place a search phrase in quotation marks (" .... ") to bring up results that contain that exact phrase.
- You can group search terms in a parenthesis ( ) to identify terms that belong together.
- Remember the three main search operator terms:
  - Connect search terms with AND to limit results (pollution AND noise)
  - Connect search terms with OR to expand results (democrats OR republicans)
  - Use the term NOT to exclude certain results (pollution AND noise NOT music)
- Remember the two main wildcard operators:
  - Use a question mark (?) to search for multiple words with similar spellings: search for wom?n to find results containing both women and woman
  - Use an asterisk (*) to retrieve results that include various endings to the search word: search for educat* to find education, educator, educate, educating, and so forth.