How to use SuperSearch

SuperSearch lets you discover the majority of our books, journals, videos and electronic resources from a single search box!

- To search for items in the Library as well as those in our electronic databases, select the All Resources tab.
- Enter your search term(s) into the search box. You can use simple keywords, combine keywords with AND, OR and NOT, or search for a phrase by putting your phrase in inverted commas (“cross-cultural communication”). Your results list will be laid out like this:

<table>
<thead>
<tr>
<th>Results 1 - 10 of 7,379 for All Resource</th>
</tr>
</thead>
<tbody>
<tr>
<td>Show only</td>
</tr>
<tr>
<td>Article</td>
</tr>
<tr>
<td>Video</td>
</tr>
<tr>
<td>Book</td>
</tr>
</tbody>
</table>

- You can link directly to the full text of an item, where it is available online, by clicking the View Online link on the relevant record.
- You can see the Library location and call number of a book, journal or video by clicking the Locations link on the relevant record.
- You can choose to see only those resources that have Full Text Online, or are from Peer-reviewed Journals by selecting those links on the Show Only line.
- You can see a list of books, journals and videos ready for use in the Library by clicking the Available in the Library for Loan link on the Show Only line. These results do not include electronic resources or items that are out on loan.
FINDING TOO MUCH INFORMATION?

- You can **Refine your Results** by selecting from the options on the left side of the screen. The number in the brackets indicates how many records in your current search are contained in that option.

- You can refine by:
  - Topic
  - Creator (author)
  - Creation Date
  - Resource Type Language
  - Journal Title
  - Campus (location)

- You can also narrow your search by applying “limiters”. Choose **Advanced Search**, and limit your search using the options in the drop down menus. For example:
  - **Title** and/or **Author**
  - **Publication Date** limits the age of material retrieved
  - **Is (exact)** can be used to search for an exact phrase or piece of text.

**Prefer a Simpler Search?**

To search for print books, eBooks, print journal titles, eJournal titles, videos and kits, select the **Catalogue** tab.

**Personalising your Searching**

When you sign in to SuperSearch you can:

- Set search preferences
- Save items and queries on your e-shelf
- Set alerts and RSS feeds on your queries
- Manage your library account: see what you have out, renew items and request items

**Students**: Sign in using your Student ID and your password  
**City Campus Staff**: Sign in using your IMS Staff login (or Lecturer Portal login)  
**Other Staff**: Sign in using your staff network login

For more help, contact the Library or email library@nmitafe.wa.edu.au

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