

TIPS FOR USING THE MNGS CATALOG

Go to mngs.org, click on “Library” on the left and then “Library Catalog”. A search box appears. All items in the library that have been catalogued are in the MGS catalog. This includes holdings for MGS and all the branches, including N-AGA.

1. Diacritics such as æ, ø, å, ä, etc. are searchable. Alternatives such as ae, o or oe, aa or a may also be used.

2. The search results are marked with icons to indicate the type of item.

Book Link Map CD Periodical



3. Begin a search with few words. If there are too many results, be more specific.

4. Call numbers indicate the specific collection where the item is located. The library is organized by sections for each of the branches and for areas or subjects within the MGS collection. A diagram is available at the registration desk. Books with N-AGA in the call number are on the shelves designated for N-AGA.

5. Click on the red title for more information about the item. If there is no call number, look for the blue web address (URL) and click on it.

6. CDs, Microfilm, Microfiche and “RB” (Rare books) are stored in locked cabinets. Ask the librarian or volunteer attendant to retrieve what you want. Log the item on the sign-out sheet and record when returned.

7. Items with a web address (URL) can be accessed from home. Just click on the address to see it.