

Find Reserves

To find an item that your instructor has placed on Course Reserve in the Coast Capital Savings Library Catalogue:

- Click on the **Course Reserves** link ▼ on the left side of the **Library Home Page**.

The screenshot shows the library's navigation bar with links: New Search, Research Databases, Library Home Page, I Need Material, Course Reserves, and My Library Account. Below the navigation bar are links: Go Back, Help, Bookmark this page, Permalink, and Logout. The main search area is titled "Lookup Items on Reserve" and contains a search box with "anth 3168" entered. Below the search box are two red buttons: "Lookup Items on Reserve by Instructor" and "Lookup Items on Reserve by Course Number". At the bottom of the search area is a "desk:" dropdown menu with "ANY" selected. To the right of the search area is a "Library Info" box with links for "New Books" and "New Videos & DVDs".

- ◀ 1. Type in the appropriate information
For example: ANTH 3168
- ◀ 2. Click on **Instructor** or **Course Number**
(depending upon the information you entered)

- At the screen displaying the titles of items placed on reserve for your course, scroll down to find your title.

The screenshot shows the "Reserve Search Results" page. It displays "10 Items on Reserve by Migliore, Sam for DEVIANCE ACROSS CULTURES". There are four items listed, each with a red "Details" button and a reprint number:

- REPRINT 2130
CRACK & POLITICAL ECONOMY OF SOCIAL SUFFERING
At RESERVE-S desk: (VIEW for detail)
- REPRINT 2133
FINDING THE MIDDLE GROUND BETWEEN EXTREMES
At RESERVE-S desk: (VIEW for detail)
- REPRINT 2128
LAW & KUROSAWA'S RASHOMON
At RESERVE-S desk: (VIEW for detail)
- REPRINT 2131
MAFIA, ANTIMAFIA & THE PLURAL CULTURES OF SICILY
At RESERVE-S desk: (VIEW for detail)

Library Info
New Books
New Videos & DVDs

- If there are more than 20 titles on Course Reserve, click on the **Next** button. This will display the next 20 titles on reserve for your course.
** Note: The campus location for each item is below the title.*
- If the item you have chosen is a reprint - eg. a photocopy of an article - write down the Reprint Number. Ask for the reprint by this number at the Checkout Counter.
- If the item you choose is a Book, ask for it by **Title** at the Checkout Counter.
- If the item you have chosen has a link to an online e-reserve article click on the See URLs button ▲ and then click on the link to access the article. See handout on Accessing E-Reserves.

Questions? Please ask an Information Librarian for assistance.