

SOUTH EASTERN KENYA UNIVERSITY

Welcome to the Library Online Public Access Catalogue (OPAC) Access Guide

Steps in accessing the OPAC

Online Public Access Catalogue (OPAC)

- Online Public Access Catalogue (OPAC) is a tool that facilitates searching and locating of the physical collections within the library.
- □ OPAC helps a user to check the availability of a given book in the library.
- Library materials are organised alpha-numerically according to the subject headings of Library of Congress classification system.
- □ The link for SEKU OPAC is catalog.seku.ac.ke/
- □ This guide illustrates how to use the OPAC.

SEKU Website



Our vision is to provide quality education through teaching, research, extension, innovation and entrepreneurship with emphasis on dryland agriculture, natural resources and environmental management.

On accessing the SEKU Website, click on "Library"

NOTE

URLs for SEKU and Library websites are:

- seku.ac.ke
- library.seku.ac.ke

SEKU Library Website



How to Search the OPAC



OPAC Search Results

Search Keyword	omics	
HINT: To get started, just fill in the blan	ank on the search bar above with your keyword & click GO. For a broader search, use an "Asterik (*) " e.g. BEHAV* will give results for BEHAVIOUR, BEHAVIOR, BEHAVE	
Advanced search Course reserves	Tag cloud Most popular	
Home → Results of search for 'kw,wro	rdl: economics' with limit(s): 'branch:SEKU - Main Campus Library'	Total results of your
Pefine your search	Your search returned 282 results.	search. Go through
	Did you mean: Search also for related subjects Search also for broader subjects Search also for narrower subjects	the list to identify
Limit to currently available items.	1 2 3 4 5 6 7 8 9 10 Next» Last	relevant book(s)
Authors	🖌 Unhighlight Relevance	
<u>Bernanke, Ben S.</u> Brue, Stanley L. Frank Robert H.	Select all Select titles to: Add to V Save Place hold	
McConnell, Campbell O'Sullivan, Arthur. Show more	1. Economics : principles, problems and policies/ Campbell R. McConnel, Stanley, L. Brue by McConnell, Campell R Brue, Stanley, L. Edition: 16 ed.	Click on the title of
Holding libraries	Material type: Book; Format: print; Literary form: Not Fiction Publisher: New York: McGraw-Hill, 2008	the identified book(s)
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<u>SEKU - Main Campus Library</u> <u>SEKU - Mtito Andei Campus</u> <u>Library</u>	2. Economics of education / N. Ramnath Kishan by Kishan, N. Ramnath Dr.	
SEKU - Wote Campus Library Show more	Material type: Sook Publisher: New Delhi [India]: APH publishing corporation, c2014	
Item types CD/DVD-ROMs Coconsistentiation	Availability: Items available for loan: SEKU - Main Campus Library [Call number: LC67 JK57 2014] (1). Place hold 👳 Add to cart	

Details of the Selected Book



How to Interpret the Call Number

Book title: Economics : principles, problems and policies

Author: Campbell R. McConnell Call number: HB 171.5 .M32 2008

The first two lines describe the subject of the book.
The third line often represents the author's last name.
The last line represents the date of publication.



Every book is assigned a Call number which is unique to each title of a book. It is placed on the spine of each book.

Note

- Books are arranged alphabetically on the shelves.
- The book shelves are labelled to ease locating of books

How to Locate Books on the Shelves

Read the Call numbers line by line.

HB

Read the first line in alphabetical order. The first shelf in the library is where letter **A** begins. Progress as shown below by the arrows: $A \rightarrow B \rightarrow C \rightarrow D... G \rightarrow H \rightarrow HA \rightarrow HB, J...$

171.5

Read the second line as a whole number: 1, 2, 3... 171, **171.5**, 172...

.M32

The third line is a combination of a letter and numbers. Read the letter alphabetically. Read the number as a decimal eg: .M32 = .32 .M33 = .33

Note: Some call numbers have more than one alpha-numeric lines.

2008

The last line is the year the book was published. Read in chronological order: 2006, 2007, <u>2008</u>... HB 171.5 .M32 2008

Note

Once you locate the book, you'll find other books in the same shelf related to your subject since books are arranged according to subject.

Library of Congress Main Subject Headings

- A General Works
- B Philosophy-Religion-Psychology
- C History (Civilization)
- D History (Except America)
- E American History
- F Local American, Latin American History
- G Geography-Anthropology
- H Social Sciences
- J Political Science
- K Law
- L Education
- M Music Scores
- ML Music (Literature of Music)
- N Fine Arts

- × P Linguistics
- PC Romance Languages
- × PD Germanic Languages
- × PE English Language
- × PQ Romance Literature
- × PR English Literature
- PS American Literature
- × Q Science
- × R Medicine
- S Agriculture
- T Technology
- U– Military Science
- V Naval Science
- Z Bibliography, Library Science

Sample of Subdivisions in Each Main Subject Heading

- × Q Science
- QA Mathematics
- × QB Astronomy
- × QC Physics
- × QD Chemistry
- × QE Geology
- × QH Biology
- × QK Botany
- × QL Zoology
- × QM Human Anatomy
- × QP Physiology
- × QR Microbiology

Login to OPAC

- □ Login to the OPAC is not required to search the library collection.
- However, library users are encouraged to login to see their account details such as books borrowed and their due dates, fines or even suggest a purchase.
- □ Login credentials are provided at the Circulation Desk in the library.

How to Login

	Library	Online Public Access Catalogue				
	🛒 Cart 🕆	≣ Lists -		SEKU Repository	Off-Campus Access	Account Log In
arch Keyword 🗸	Search for it	ems in the library		All libraries	✓ Go	
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Login to OPAC



OPAC User Account

Libr	ary Online Public Access Catalogue				
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your fines	Checked out (0)				
your personal details	You have nothing checked out				
your tags					
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your reading history					
your purchase suggestions					
your messaging					
your lists					

Saving Searches to a List

Home i Details for: Economics : Image: ima	
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Item type Current location Call number Copy number Status Notes Date due	
General circulation SEKU - Main Campus Library HB 171.5 JM32 2008 (See Similar Available	

Selecting and Creating Lists

Add to a list:	
Economics : McConnell, Campell R.	
Select a list	Click on the drop-down
Add to list:	arrow to select the name of
Economic 🗸	save the search.
Save Cancel	Then click "Save"
Or	
Add to a new list:	
List name:	
	Type the name of the new
Category:	list you want to create and
Private 🗸	then click "Save"
Save Cancel	
Close this window.	

Accessing Searches Saved to Lists

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	Library C	online Public Access C	atalogue	ccess Welcome Test 1	Search history (y
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Contact

For further enquiries, please visit the Circulation Desk in the library or contact us on library@seku.ac.ke