

# TOPCAT 2000

*WKU Libraries Total Online Public CAtalog, TOPCAT 2000 can be used to check the availability of materials (books or periodicals) in our circulating collection.*

1. To access TOPCAT 2000 (the WKU libraries book catalog), go to the Internet address: <http://www.wku.edu>
2. At Western Online, click on the word **Libraries** (located upper right on the gray bar).
3. Click on **TOPCAT 2000 button** along lefthand side of page.
4. Click on **Local Catalog** Button (first button at left).
5. Type in the keywords for your search. Put a + before all the words that must appear in your results (example: +emergent +literacy). Results will be ranked by relevance (items with the most matching terms will be listed first).
- 6 a. To look at individual records click on **blue link** for more information (including the call number and whether the item is checked out). Use back key to go back to results list.
- 6b. To look at a number of records, click **boxes at left** to mark items you want, then scroll to bottom of screen and click on **save/show button**. This will display your selected items.
7. To look up **Journal Titles**, click on the word **Heading** (next to the word Keyword) on the gray bar. Click on the **circle in front of Journal Title** to limit search to Journal Titles only.
8. Searching for specific **Titles** or **Author's** works: Click on the word **Heading** (next to the word Keyword) on the gray bar. Click on the **circle in front of Author (or Title)** to limit search to these areas. Author searches should use last name first for best results (example: Christie, Agatha).
9. To start over at any time, click on the uppermost gray bar at the top of the page.