

# **OPAC** SCHS Online Catalogue Guide

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### Updated:

OPAC (online public access catalogue) is our online library catalogue which allows you to easily browse our collection without having to look through the shelves. This website will also link you to a number of useful databases, social media, and helpful PDF tutorials.

The following guide outlines the tools and functions available on the site.

#### How to find OPAC

- 1. Go onto the <u>SCHS website</u>
- 2. Click on "Our School"
- 3. Click on "Library"



- 4. You will be redirected to the web page shown below
- 5. Click on the link to OPAC



#### OR

1. Type the following URL into your web address bar: http://library.sturgeon.ab.ca/Library/Home

## Navigating OPAC

<u>Search Bar</u> and <u>Online Resources</u> will appear at the top of the home page.



My Account

Tab	Function
온 My Bio	Allows you to add/edit your contact information.
♡ My Favorites	Keep track of your favorite books by adding them to 'My Favorites'
♀ Notification/Alerts	
C Request New Books	Request books that the library doesn't have
🛛 Historical Data 🔹	Find your 'fine' & 'loan' history here
의 My Borrowing ►	Find which books you have loaned out, put on reserve, and your current fines here

Services

Services

Tab	Function
🗳 Citation Tools	Links you to the citation PDF's located on the SCHS website's library page
Research Tools	Links you to the research PDF's located on the SCHS website's library page
📌 Web Tools	Links you to the web PDF's located on the SCHS website's library page

Events Events

Events occurring at the library will be posted in Events. Keep in mind that these are library specific events and will not include all school events.