We apply “UPHLib” system to help patrons access the library collections. The system is installed in 8 computer stations which are located on the 2nd and 3rd floor.
HOW TO FIND MATERIALS?

- If you know the **TITLE**
  You can type the complete title if you know it, or you can type only some words of the title in the “Word(s)/Phrase” box.

- If you know the **AUTHOR**
  You can type either first or last name of the author.

- If you know the **SUBJECT**
  You can type the subject of the materials, e.g. “mathematics”, “literature”, or be more specific such as “English poems”.

- If you know the **CALL NUMBER**
  If you decide to use call number, please note several “codes” represent the collections. Some important codes are:

  - **R** for REFERENCE
  - **VC** for VCD
  - **DV** for DVD
  - **CD** for CD (including CD-ROM)

  To be put in the first part of the “Call Number” box
STEP-BY-STEP USING THE CATALOG

1. Type your search hints in the search box(es).

Click search to show the result.
2. When the result comes out on the screen, you can **double-click** the title for detailed information.

3. The important part of this information is "**call number**". From the "**call number**" you will know the location of the stacks.
4. Detailed-Description View

Out: the book has been borrowed. In: the book is available in library.

Click to reenter the searching page

Write down call number to find books

Notice the Location!!
2/fl: 2nd floor
3/fl: 3rd floor (general books)
CAC: 3rd floor (Closed Access Collection Desk)
Medical & Nursing: Medical & Nursing Library
Graduate School: Graduate School Library
HOW TO FIND THESES?

1. To search theses collection from a certain faculty/department, we suggest you to use “call number” box as an entry point. Fill in the first part of the call number searching box with the code represents the faculty/department.

CODE FOR UNDERGRADUATE PROGRAMS:
- Accounting: 11
- Architecture: 22
- Civil Engineering: 21
- Communication Science: 41 & 42
- Electrical Engineering: 32
- Food Technology: 34
- Hotel & Tourism Management: 91 & 92
- Product Design: 25
- Industrial Engineering: 33
- Informatics Engineering: 35 & 82
- Information System: 31 & 81
- Computer Engineering: 83
- Interior Design: 24
- Law: 51
- Management: 11
- Music: 61
- Visual Communication Design: 23

CODE FOR GRADUATE PROGRAM:
- Magister Management: 19
- Civil Engineering: 29
- Industrial Engineering: 39
- Law: 59
- Education: 69
2. Some of our theses are available in soft copy (pdf format).
WEB CATALOG

1. Go to http://library.uph.edu to access web catalog.
WEB CATALOG

2. Catalog Online

Fill the keyword and security code then select a topic (subject). Click search to get the result.
3. Search Result Display

Click detail to view the detailed description

Click to go back to search other book
CALL NUMBER

1. What is Call Number?

Call Number is a way to place a book (collection) in a systematical order. It consists of 3 main parts that represents each book (collection) on the shelves. Its purpose is to help patron/user and librarian to retrieve the collection on the shelves after searching in the Catalog.
2. The Anatomy of **Call Number**

**230.01**

**GRO**

**p**

**DDC Classification Number**

**Groothuis, Douglas R. (Author)**

**Pudarnya kebenaran: membeli kekristenan terhadap tantangan postmodernisme (Title)**

This colored-label refers to:
- **Blue**: Short Loan (3rd floor / CAC* desk)
- **Yellow**: Teachers Manual Collection (3rd floor / CAC* desk)
- **Red**: Reference Collection (2nd floor)

*CAC: Closed Access Collection*