IOM3 ICON

User guide

IOM3 Catalogue ONline

https://icon.iom3.org/

Contents

What can you find in the catalogue?

ICON contains bibliographic details of some the material held in the IOM3 Library, including IOM3 and predecessor publications, many serials from other publishers, books on metals, ceramics, composites, polymers, wood, corrosion and tribology. We have an extensive international minerals and mining collection. There are also a large number of books and journals associated with Tata Steel STC and other donated collections. Please note, the cataloguing process is ongoing and the online catalogue does not reflect all of our holdings.

Search our online catalogue at https://icon.iom3.org/

Please note, you do not need a borrower account to search ICON.

Quick search

The Search box at the top of the page is used for the quick search. You have several options in the pull-down menu to left.

Library Catalogue: performs a keyword search with words and numbers. Generally, if you enter more than one word, the words are combined with the Boolean operator "AND". You can perform a truncated search with an asterisk (*) at the beginning or end of a word.

Title, Author, Subject: only the specific fields are searched.

ISBN, ISSN: enter the ISBN without hyphens, ISSN with a hyphen.

Call number: This refers to the shelf location of the item. Please note, not all items in the Library currently have a call number.

Advanced search
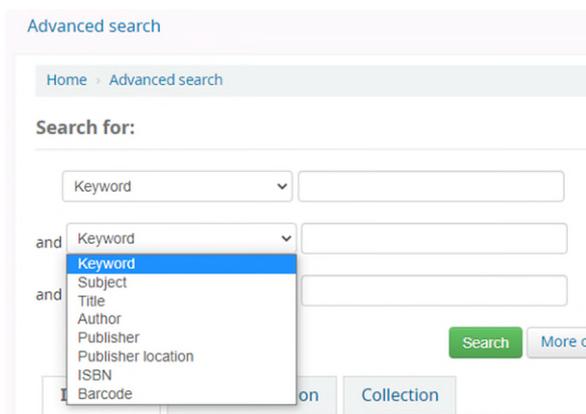
Click on Advanced search (under the pull-down menu). The following search options are available:

Keyword: performs a keyword search. If you enter more than one word, the words are combined with the Boolean operator "AND". With an asterisk (*) at the beginning or end of a word, you can perform a truncated search.

Subject, Title, Author, Publisher, Publisher location: only the specific fields are searched. The search term is automatically truncated on the right. If you enter more than one word, the words are combined with "and".

ISBN: enter the ISBN without hyphens. With an asterisk (*) at the beginning or end, you can perform a truncated search.

Barcode: Barcode refers to a unique number assigned to each item in the library (although we do not actually use printed barcodes on our items). If you know the number for a specific item you want, you can search for it by typing in the "barcode".

Clicking on the "Fewer options" / "More options" button gives more or fewer search options. You can combine all search terms. With the + after the search bar, you can add extra search fields. You can broaden or narrow the search by using the Boolean operators in the left pull down menu (and, or, not).

The word 'phrase' means you will search with the terms in the order that you have entered them.

In the 'Advanced search' further down the page, it is possible to limit the search results, i.e. to publication date, material, language, location (e.g. Grantham or London) and availability.

The date and language limitations cannot be used fully, as these data are not included in all records.

With the 'Sort by' option, you can choose how the results will be sorted. The default sort is by publication/copyright date: newest to oldest.

You can also search by **Item type, Shelving location** (Grantham or London) and **Collection.** For example, to view a list of all items held in the Hodd Collection go to the Collection tab and select that box then click on the Search button.

The Collection list also gives an indication of the location [stack number] within the Library (or at London).

Search results

When your search gets only one result, you will directly see the full bibliographic description. With multiple results, you will be shown a list. In the column on the left, suggestions or facets are given to refine your search, based on the page of the list shown on your screen.

The search results are sorted by publication/copyright date (newest to oldest). With the pull-down menu on the right, you can choose another sorting method, i.e. Title (A-Z or Z-A) or Author (A-Z or Z-A).

When you click on a title, you will be brought to the full bibliographic description, including the abstract if there is one available. Terms, such as Subject, which underline when hovering, indicate a new search can be performed.

At the bottom of the page, you will usually find the holdings (and the call number), and sometimes more information about a publication (title notes), or in the case of serials, information regarding subscriptions. If it states that no items are available, please ask the Library Team as the item is probably in the library but requiring cataloguing or adding to the system.

Search actions

To the right of the search result record are further action options, depending on availability for loan.

If the item is available for loan, you can place the item on hold (requires IOM3 member log in to borrower account – contact Library Team to set up your account). If the item is not available for loan you will not see the Place hold option.

Print the record.

Add to My Items (see top menu).

Save record (lots of different formats available).

Links to WorldCat and other libraries.

It is also possible for you to set up an RSS feed to your search, so if you use an RSS feed alert system such as the app Feedly, you will be alerted when new items are added relating to your search.

My items

This is a temporary holding place for records you would like to print or email (at top of page). The selected items are lost once you close the browser. The results can be printed in a short or a full version (click on 'more details').

Lists

A list is a more permanent way for saving selected titles. There are two kinds of lists: public – and private ('your lists'). The public lists are made by the library staff; you can view these, but you cannot alter them. The Library Team welcome suggestions for thematic lists.

To create your own list, you will need to log in to your borrower account (see below). Titles can be added to your list from the search results list and/or the full description. On your account page, you can manage the lists you made earlier. You can print, download or email your list.

Setting up a Library account

Please contact the Library Team library@iom3.org with your IOM3 membership number to set up a borrower account. You do not need a borrower account to search ICON. Once you are logged in to your borrower account you can view your items on loan, article requests, your lists, search history and change your password.

Request article
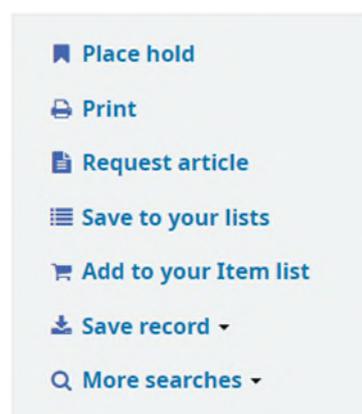
Once you are logged in to your borrower account the right-hand menu changes slightly. It is possible to request an article by selecting this from the list on the right-hand side of a search result screen.

Selecting "Request article" brings up a data entry page where you can add details of specific chapters or pages required, either of the item searched or any other item in the library. Once the request is placed the Library Team will be in contact with a Copyright Declaration form and details of costs involved.

See https://www.iom3.org/resources/information-services/library/photocopying-charges.html for further information.

Any questions?

Contact the Library Team by email library@iom3.org or online contact form.

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