The **Online Catalog** provides access to books, periodicals, audio-visual materials, government documents, etc. available in the library.

**Finding Biographies:**

To locate biographies in the catalog, use the subject search and type in the last name and then the first name in the search box. This will give you materials about a person.

**To find materials on a particular topic, you have three ways to search:**

1) **Keyword or words and phrases**—type in the topic that you for which you are looking and press enter. Remember that the computer is just searching the words. For example, the terms “civil war” may bring up the United States Civil War, the English Civil War, or Spanish Civil War.

2) **Title Search**—type in terms you would expect to see in the title. This is a very specific search and you may not find what you need.

3) **Subject search**—this is the most specific and sometimes the most difficult. A copy of the subject headings is available in the reference room on top of the short bookcase in the middle of the room in 5 red books. For example, subjects in United States history are listed chronologically:

   - United States History colonial period
   - United States History American Revolution
   - United States History civil war

**Note:** When looking at catalog records, be sure to notice locations:

- GovDoc is the Government Documents Room, 1st Floor
- Louisiana Collection, Rare Books, or Spec-Coll is the Cammie Henry Research Center on 3rd Floor
- REF at the end of the call number indicates the Reference Room Stacks is the circulating book collection on 2nd Floor
- NEW BOOKS or READING AREA located 2nd Floor in the Student/Faculty Reading Room to the left from the elevators