Guide to Using Kansas City Cluster and MOBIUS Online Catalogs

- Click **Catalog** tab on Longview Library Home page, then click **Search the Library Catalog** link. Search the MCC-Longview catalog, or select Kansas City or MOBIUS link.

### Types of Searches:

- **Keyword** Enter a word or words that describe research topic. A Boolean search can also be done. Example: college and (job or career)

- **Title** Use exact title of a book, journal, or other material.

- **Author** Search an author's name, entering the last name first. Corporate or organization names and editors of a collection should be entered here too.

- **Subject (LC)** Search using Library of Congress Subjects headings.

- **Subject (Children’s)** Search using heading specific to juvenile literature.

- **Journals, Magazines, Newspapers** Use exact title of a periodical. **Note**: this search will not give you access to the full text of a periodical article.

**Results list** – you will see a list of books, ranked by relevance. The location, availability and call number of the book will be included under the titles on this list. In MOBIUS, click on the title’s link and then click Display Holdings link for locations and availability.

### Searching the MOBIUS Catalog – Academic Libraries throughout Missouri:

- Click on MOBIUS link at top of Kansas City cluster Catalog page or go directly to MOBIUS page at [http://searchmobius.org/](http://searchmobius.org/). If previous search returned no results in Longview or Kansas City collections, try same search in MOBIUS. To do so, either click **Search MOBIUS** button at top of Kansas City or Longview catalog screen, or re-type same search in MOBIUS.

- **Requesting an Item and Viewing Your Library Account:**
  For items not available at Longview, click “Request” link by the title, and enter requested information. In MOBIUS, choose ‘Kansas City’ under “Please choose your cluster from the drop down menu below.”

  To check library account status, select “**My Library Account**” link at the top of the screen and type in required information. Account feature not available in MOBIUS.

**Need Help?** Please ask the reference librarians at the library’s reference desk or call 816-604-2268 during the library’s hours of operation.