



- # Optimize your information search

- A network of libraries present on the 4 locations of MINES Paristech : Paris, Fontainebleau, Evry and Sophia Antipolis
- Collections :
 - **≈ 200 000 books, PhD and other dissertations, proceedings.**
 - **≈ 350 print subscriptions**
 - **≈ 12 000 online periodicals** (via 30 online subscriptions)
 - Topographical and geological maps, manuscripts, archives
- Paris library (mon.-fri. : 9:00 am-6:30 pm) :
 - Press room (general press and popular science magazines)
 - Reading room (18 000 books on free access)
 - Training room

- Loans (20 documents for 60 days), interlibrary loan (PEB)
- Loans of Apple and Samsung tablets
- eduroam wifi access / printer / scanner / photocopier
- Computers with access to online databases and journals
- Language self-training / preparation for tests :
 - Books (with CD)
 - Online practice tests (TOEIC / TOEFL)
- A network of 4 libraries : a library in each location of MINES ParisTech : Paris, Fontainebleau, Evry and Sophia Antipolis

✓ In the **Guide to MINES ParisTech Library** :
opening hours, collections,
contacts...



How to find a document (book, thesis, journal...) ?

*You have **book** references given by a professor or found in a bibliography. You want to loan it.*

How to find it ?

Go to the library website : <http://bib.mines-paristech.fr/>

Click « **Catalogue** » (it provides access to MINES ParisTech library collections) :

- Complete the search form
- Click the result you want
- You can see its location, its call number and its status (if it is available to loan or not)

If the library doesn't have it, use SUDOC :

<http://www.sudoc.abes.fr/>

How to find a journal article ?

*You have **article** references.*


How to find an online or printed version ?

- If you have the journal title, go to the tab [Accès aux revues](#) (AtoZ) on MINES ParisTech library website and complete the form (enter the journal title, not the article title):
 - Check the availability (online, printed, subscription range)
 - If it's a printed journal, help yourself from the shelves or ask for the needed issue to the librarian ; if it's an online journal, you can click the database link.
- **If the library does not subscribe**, use SUDOC or proper databases.
- **If you have the title article or the author(s)**, use bibliographic databases (Web of science or Scopus, cf. p. 13)

How to find a document (book, thesis, journal...) ?

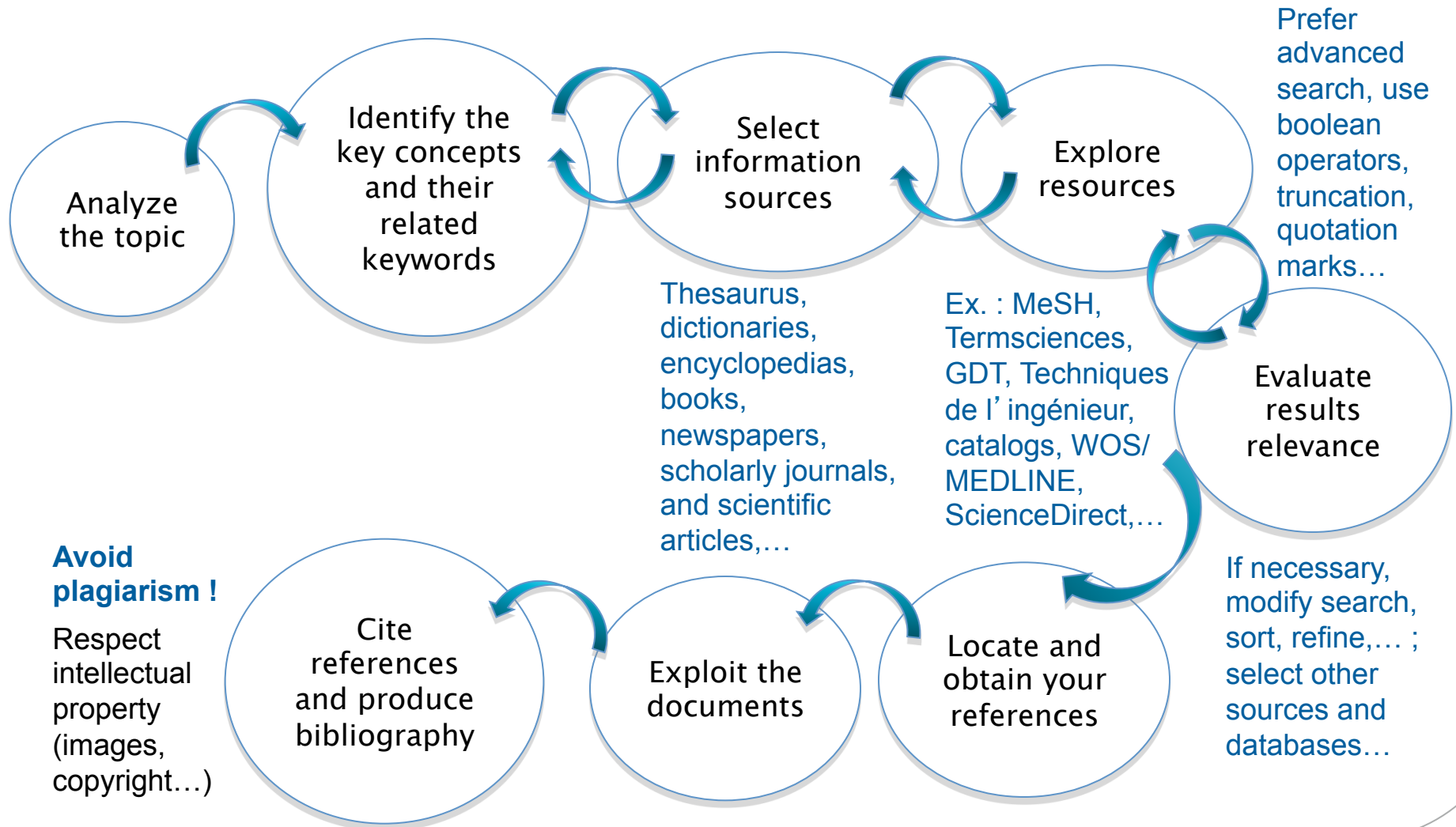
To use **SUDOC** (the French collective catalogue created by Higher Educational and Research libraries and resource centres), go to:

<http://www.sudoc.abes.fr/>

- Change the interface language
- Complete the advanced search form
- Click the result you want
- Then « Where to find this document » at the top of the record
- Click the library link you want in the list
- Then, if proposed, click the button  **Availability**
 - You are redirected to the library catalog and it gives you the document location and availability (if the button is not available, go directly to the library website and use its catalog).
- To obtain the document : you can ask for an interlibrary loan (“prêt entre bibliothèques”, also called PEB) to your library or go to the library that has the document in Paris.

How to find documents on your topic ?

Build a search strategy to find the information you need



How to use electronic resources ?

Prefer advanced search to basic search

Fill out one or more words in the search form below and add the desired settings

author

and title words

and all words

and all words

sort by

filter by

language

country

year of publication for example: 1948-1980 or 1948- or 1955

Material selection [Tous](#) | [Aucun](#)

- | | | |
|------------------------------------------------------|--------------------------------------------------------|---------------------------------------------------|
| <input checked="" type="checkbox"/> Books | <input checked="" type="checkbox"/> Periodicals/Series | <input checked="" type="checkbox"/> Manuscripts |
| <input checked="" type="checkbox"/> Online resources | <input checked="" type="checkbox"/> Articles | <input checked="" type="checkbox"/> Printed music |
| <input checked="" type="checkbox"/> Sound | <input checked="" type="checkbox"/> Recorded music | <input checked="" type="checkbox"/> Audio visual |
| <input checked="" type="checkbox"/> Pictures | <input checked="" type="checkbox"/> Cartography | <input checked="" type="checkbox"/> Dissertations |
| <input checked="" type="checkbox"/> Miscellaneous | | |

Location filters

Form example :
you can **combine several fields**, use **truncation**
...

Filters / limits :
publication date,
languages,
type of documents,
...

Boolean operators

Some tools to refine your search

Use boolean operators

➤ **AND / ET / +**

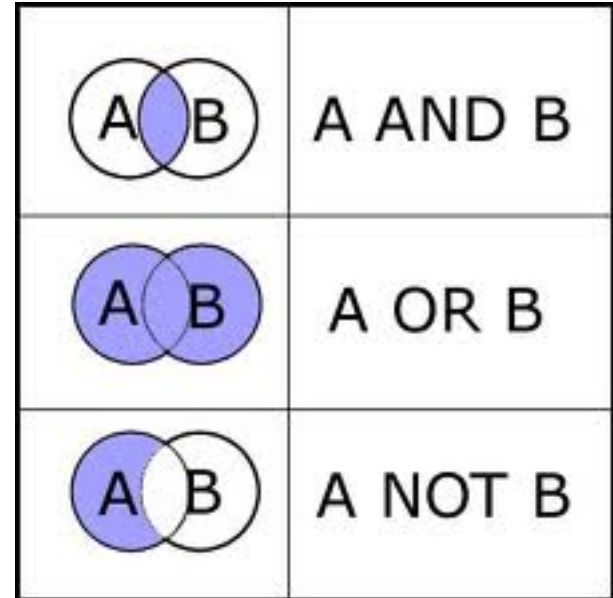
It requires both terms to be in each item returned.
If one term is contained in the document and the other is not, the item is not included in the resulting list.

➤ **OR / OU**

Either term, or both, will be in results (useful for variants, synonyms...).

➤ **NOT / NON / SAUF / ET PAS / -**

Use it to exclude term(s) from your search results.
(for example an author, a subject, a geographic zone...).



Use quotation marks

To search for a phrase (or a concept of two or more words) as a whole, not just the words here and there.

Use truncation or wildcards

It is a technique that broadens your search to include various word endings and spellings.

➤ Examples:

child* = child, childs, children, childrens, childhood

genetic* = genetic, genetics, genetically

Similar to truncation, wildcards substitute a symbol for one letter of a word.

➤ Examples:

wom!n = woman, women

colo?r = color, colour

Truncation/wildcard symbols vary by database.

Common symbols include: *, !, ?, #

Check the help sections to find out which symbols are used.

Any question or difficulty ?

Ask or email a librarian

bibliotheque@mines-paristech.fr

« Contactez-nous » on library website:

<http://bib.mines-paristech.fr/>

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