



Novanet FAQs

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1. What is Novanet?

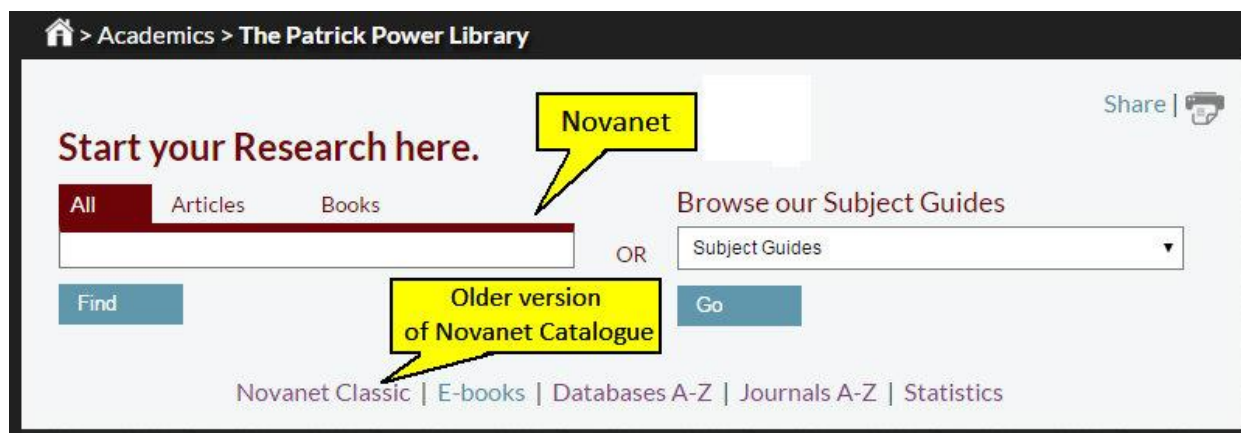
Novanet is a consortium of academic libraries in Nova Scotia that cooperate to share resources for the benefit of their users. Novanet's online catalogue allows you to search for books, journals, and other materials owned by the libraries at the following institutions:

- Acadia University
- Atlantic School of Theology
- Cape Breton University
- Dalhousie University
- Mount Saint Vincent University
- NSCAD University
- Nova Scotia Community College
- Saint Francis Xavier University
- Saint Mary's University
- Université Sainte-Anne
- University of King's College

Your student ID card allows you to borrow print books freely from any of the Novanet libraries.

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2. How is searching the Novanet catalogue using the search box on the Library's homepage different from searching Novanet Classic?



2.1. When you search Novanet using the search box on the Library's homepage, you are searching all of the resources found in the classic catalogue: the books, videos, and other materials owned by each Novanet library. But, in addition, you are searching millions of other electronic or digital resources, including full-text journal and newspaper articles from library databases and open-source repositories. Novanet Classic cannot perform article searching.

2.1.1. When searching Novanet for articles, you can be linked directly to the full-text when available. Please **Sign in** to access more full text articles (see [Question 6](#) for information about signing in). If there is no direct access to the full-text, a Document Delivery link makes it easy for you to request delivery of an item (see [Questions 13.1 and 13.2](#) for guidance on how to request delivery of materials from other libraries). Make sure you **Sign out** at the end of your session.

2.2. Your search results will contain a wide variety of formats that are combined into one list and sorted by relevance. You can refine your results using filters located to the left of the search results (e.g., Resource Type, Library, Author/Creator, Creation Date, etc.). The drop-down menu to the right of the search results provides you with options for sorting your results (e.g., Relevance, Date-newest, Popularity, Author, Title).

The screenshot shows the Novanet search results page for the query 'endangered species'. The page header includes the Saint Mary's University logo and navigation links. The search bar contains the text 'endangered species' and a 'Search' button. A yellow callout box labeled 'sort options' points to a dropdown menu on the right side of the results, which is currently set to 'Sorted by: Relevance'. The dropdown menu lists options: Relevance, Date-newest, Popularity, Author, and Title. On the left side, there are several filter sections: 'Didn't find what you were looking for?' with a 'Search WorldCat' button; 'Expand My Results' with a checkbox for 'Expand beyond my library'; 'Show only' with filters for 'Peer-reviewed Journals (43,477)', 'Full Text Online (49,001)', and 'Available in the Library (1,487)'; 'Refine My Results' with filters for 'Resource Type' (Articles: 45,424; Audio Visual: 28; Books: 1,760; Conference proceedings: 778; Dissertations: 365) and 'More options'; and 'Library' with filters for 'Acadia University (192)', 'All NSCC (59)', and 'All StFX (154)'. A yellow callout box labeled 'Use these filters to refine a search' has arrows pointing to the 'Show only', 'Refine My Results', and 'Library' sections. The main results area shows 'Results 1 - 10 of 49,813 for Everything' and lists four items, each with a document icon, a star, a title, author information, and a 'Full text available' indicator. A 'BACK TO TOP' button is located at the bottom right of the screenshot.

3. Does the Novanet search box on the Library's homepage replace searching in the classic catalogue?

3.1. No. If you prefer the familiarity of the Novanet Classic catalogue, it is still available. Look for the Novanet Classic link on our library's home page.

3.2. Searching Novanet via the Library's homepage is a different way to search the catalogue for the information you need for your assignments or research projects. It supplements the Novanet Classic catalogue by allowing you to simultaneously search for

books, ebooks, journals, journal articles, etc. You may also check and renew your loans just as you did in the Novanet Classic catalogue.

3.3. If you are unsure how to use Novanet please view our [online tutorial](#) and/or browse this FAQ or ask for assistance at our library's Research Help desk.

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4. What is not in Novanet?

4.1. NOT ALL journals or journal articles we have access to can be found by searching Novanet (see [Question 5](#) for more information).

4.2. Books that have been published but are not part of the Novanet Collection are not listed in your Novanet search results.

4.3. Few websites will be included in the Novanet search results.

4.4. General information about the Novanet libraries is not provided (use each library's website for location, hours and staff contacts, etc.).

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5. Does Novanet include articles? Does it include all of the articles contained in the Novanet libraries' journal databases?

If you search Novanet using the search box on our library's homepage, you can find lots of articles in your search results. You may retrieve more articles if you sign in (see [Question 6](#) for information about signing in). However, you will not retrieve all of the articles in all of the journal databases subscribed to by the different Novanet libraries. For more in-depth article research, you should search in our library's specialized databases. For a complete list of all the journal databases available to you at Saint Mary's, click on the [Databases A-Z](#) link on our library's homepage.

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6. Why and how do I sign in?

6.1. Signing in to Novanet enables you to discover and use a broader range of library resources. Our library subscribes to databases that need to recognize you as a registered student or faculty member before allowing you to search and retrieve certain materials (e.g., journal articles).

6.2. Signing in also allows you to use online library services:

- Request items, renew loans and check fines
- View personal account settings
- Save books, articles, and other items to your e-Shelf
- Tag and review items
- Set alerts, save search results, and view search history

6.3. To sign in, click the **Sign in** link at the upper right corner of the screen and enter your student ID barcode number (14 digits) and password. Your default password is the last 4 digits of your phone number (if you wish to change your password, contact the staff at our library's Circulation desk). You will know you are signed in when your name appears in the upper right corner of the screen. Make sure you **Sign out** at the end of your session.



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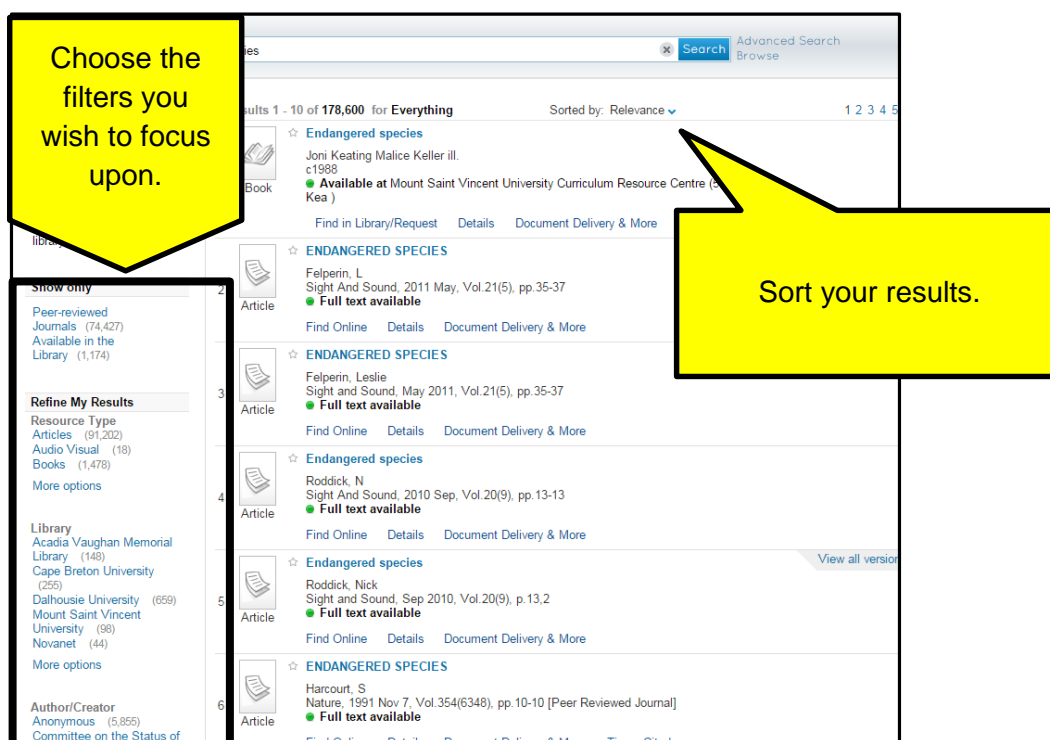
7. Why should I sign out?

Signing out ensures your library account, personal settings, search history, and e-Shelf contents cannot be viewed by others. Signing out is most important when using a public computer; however, it is good practice to sign out no matter where or how you are accessing Novanet.

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8. What options do I have for viewing and sorting my search results?

8.1. Your initial search results may include articles, books, videos, and more. This system is designed to show you the broadest possible results for your search, and then provide you with options for narrowing or focusing the results. You can do this by changing the sorting method, or by choosing one or multiple filters listed to the left of your search results.



8.1.1. Sorting your results:

The results page is automatically sorted by relevance. You can change this by choosing your preference (date-newest, popularity, author, or title) in the **Sorted by:** drop-down menu located at the top of your search results list.

8.1.2. Choosing filters (also known as facets):

To narrow or view subsets of your search results, use one or more of the filters on the left side of your results. For example, to view the results for only books, click on **Books** under the **Resource Type** heading, and then to further refine your search, use the **Creation Date** filter to select a publication year or publication date range for those results.

8.1.3. You can continue to focus your results with additional filters, **Resource Type, Library, Creation Date, Language, Author/Creator, Location, Subject, or Classification**, but keep in mind that some filters may exclude some types of results. For example choosing the **Library** filter will exclude articles.

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8.2. How do I choose more than one option within each filter?

8.2.1. Using **More options**, you may include or exclude more than one filter. For example, you can choose to view only articles, but exclude the articles that also fit the formats of conference proceedings, newspaper articles or reviews from your results. **More Options** is also handy if you want to search more than one library but not all of them, e.g., all the NSCC libraries, or all the libraries in the Metro area.

8.2.1.1. When you select **More options**, the **Refine Search** window opens.

8.2.1.2. Select which filter items you wish to include or exclude from your search results.

8.2.1.3. Click **Continue** to return to your results.

The screenshot shows the Novanet search interface with the search term "endangered species". The results page shows "Results 1 - 10 of 178,600 for Everything". A "Refine Search" window is open, displaying a list of resource types with checkboxes for "Include" and "Exclude". The "More options" link in the left sidebar is circled, and an arrow points to the "Refine Search" window. Three yellow callout boxes provide instructions: "Select More options to include and/or exclude filter items from your search results." (pointing to the "More options" link), "Select filter items to include or exclude." (pointing to the checkboxes in the "Refine Search" window), and "Click Continue to return to your results." (pointing to the "Continue" button at the bottom of the "Refine Search" window).

Include	Exclude	Resource Type
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Articles (91,202)
<input type="checkbox"/>	<input type="checkbox"/>	Audio Visual (18)
<input type="checkbox"/>	<input type="checkbox"/>	Books (1,478)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Conference proceedings (1,091)
<input type="checkbox"/>	<input type="checkbox"/>	Databases (3)
<input type="checkbox"/>	<input type="checkbox"/>	Dissertations (24,315)
<input type="checkbox"/>	<input type="checkbox"/>	Images (5)
<input type="checkbox"/>	<input type="checkbox"/>	Journals (97)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Newspaper Articles (44,060)
<input type="checkbox"/>	<input type="checkbox"/>	Other (112)
<input type="checkbox"/>	<input type="checkbox"/>	research datasets (409)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Reviews (10,172)
<input type="checkbox"/>	<input type="checkbox"/>	Technical Report (377)
<input type="checkbox"/>	<input type="checkbox"/>	Text Resources (11,914)
<input type="checkbox"/>	<input type="checkbox"/>	Web Sites (2)

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8.3. How do I reset or remove filters I used in my search?

8.3.1. All your chosen filters that are included and/or excluded are shown above your results.

8.3.2. Excluded items are shown with a line through the item name.

8.3.3. Click on the x to remove an included or excluded item.

The screenshot shows a search results page on Novanet. The search term is 'endangered species'. The results are sorted by Relevance. The refined filters are: resource type: Articles, Reviews, Newspaper-Articles, Conference-proceedings; creation date: 2010 To 2015; subject: Endangered Species; top level: Peer-reviewed Journals. A yellow callout box with a pointer to the filters contains the following text:

- All your filters that are included and/or excluded are shown above your results.
- Excluded items are shown with a line through the item name.
- Click on the x to remove an included or excluded item.

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9. Can I limit results to display ebooks owned by my library only?

9.1. Yes, you can. The filters found on the left of the screen enable you to limit results to ebooks.

9.1.1. Under **Show only**, select **Full Text Online**.

9.1.2. Under **Refine My Results**, select **Books**.

9.1.3. Under **Library**, select Saint Mary's University and Novanet. To include or exclude more than one library, click More options under the Library filter (see [Question 8.2](#) for information on how to include/exclude multiple options within filters).

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Limiting Results to ebooks

The screenshot shows the Novanet search results for "endangered species". The search bar at the top contains the text "endangered species" and a search button. Below the search bar, there are several filters and options:

- Expand My Results:** A checkbox labeled "Expand beyond my library" is present.
- Show only:** A list of filters including "Peer-reviewed Journals (8,738)", "Full Text Online (10,888)", and "Available in the Library (1,257)".
- Refine My Results:** A list of resource types including "Articles (9,499)", "Audio Visual", "Books (1,508)", "Conference proc", "Dissertations (18)", and "More options".
- Library:** A list of libraries including "Acadia University (169)", "All NSCC (52)", "All SIFX (136)", "Atlantic School of Theology (6)", "Cape Breton University (281)", "DAL Dunn Law Library (83)", "DAL Health Sciences Library (3)", and "DAL Killam Library (464)".

The search results are displayed in a list format, with each result showing a title, author, and publication information. The results are numbered 1 through 5. Callouts are placed over the interface to guide the user:

- A yellow box at the top right says: "There are three steps to limiting your results to ebooks owned by your library."
- A yellow callout bubble points to the "Full Text Online" filter, saying: "Select Full Text Online".
- A yellow callout bubble points to the "Books" filter, saying: "Select Books".
- A yellow callout bubble points to the "Library" list, saying: "Select your library and Novanet".

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10. How do I open an ebook in Novanet?

10.1. Under the book's information, click on **Find Online**.

10.1.1. Unfortunately publishers do not allow universities and colleges to share their ebook collections. Please select ebooks available to Saint Mary's or Novanet users.

10.1.2. If Saint Mary's owns a copy of the book, select that link first rather than the Novanet version.

10.1.3. You may be requested to login with your S number and password.

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Results 1 - 10 of 57 for Everything Sorted by: Relevance ▾

Refined by: Library: Novanet x | Mount Saint Vincent University x | resource type: Books x | top level: Full Text Online x

1 ☆ **Sold into extinction the global trade in endangered species**
 Jacqueline L. Schneider Ebooks Corporation
 2012
 ● Online access. The library also has physical copies.
[Find Online](#) [Document Delivery & More](#)

2 ☆ **After the grizzly**
 Peter S. Alagona
 2013
 ● Online access
[Find Online](#) [Find in Library/Request](#) [Details](#) [Document Delivery](#)


Available Resources

- Check for Full Text Access restricted: **SMU users only** [↗](#)
- Check for Full Text Access restricted: DAL users only [↗](#)
- Check for Full Text Access restricted: CRU users only [↗](#)
- Check for Full Text Access available to Novanet members (Nova Scotia universities and NSCC) [↗](#)

Click on Find Online.

Click on the link for SMU or the link for Novanet if SMU is not listed.

SMU users only



Welcome to EBL for Novanet

Login through your Library

Select your institution

If you select a Novanet ebook, you will be prompted to choose your library and login with your S number and password.

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11. How do I view and/or renew my books?

You need to renew before the Due Date (the Novanet system sends you an e-mail reminder of items coming due).

11.1. Sign in using your student ID barcode and password (upper right corner) – if successful, YOUR NAME will display in the same area. If unable to login, contact the staff at our library's Circulation desk.

11.2. Click on **My Account**, which will display a **List of Active Loans**.

11.3. You can choose to **Renew All** or mark the checkbox beside an item and **Renew Selected**.

11.4. If you are done using Novanet, make sure you **Sign out** at the end of your session.

11.5. Please note that you cannot renew the ebooks you have downloaded. Simply download the ebook again after your first download has expired.

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12. The book I want is out; can I be notified when it's returned?

12.1. Yes. You can place a request to be notified when the book or item is returned and available for loan. We sometimes refer to this as "placing a hold".

12.1.1. Sign in (upper right corner) using your student ID card barcode number and password.

12.1.2. Search Novanet to find the item you want to borrow.

12.1.3. Click **Find in Library/Request**.

12.1.4. Under **Request Options**, click **Hold**.

12.1.5. Click the orange **Hold** button located under the item's Library location.

12.1.6. A prominent yellow notice reading *Action Succeeded* will inform you the request/hold has been placed.

12.1.7. This transaction will now appear in your Novanet Library Account.

12.1.8. You'll be notified by email when the item is returned and available to borrow.

12.1.9. Make sure you **Sign out** at the end of your session.

12.2 The book I need is out and I need it right away; what should I do?

12.2.1. You can order the book from another library using our document delivery or interlibrary loan service (see [Question 13](#) for more information on obtaining materials from other libraries).

12.2.2. It may be possible to have the book **recalled** from its current loan. Check with the staff at our library's Circulation desk for information about recalling an item.

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13. How do I request an item that is not available in Novanet (e.g., no results for your search or all copies are loaned out)?

13.1. If all copies of an item in the system are unavailable for loan you can:

13.1.1. Look below the record of the item you want and click on **Document Delivery & More**.

13.1.2. Click on **Request item via Document Delivery**.

13.1.3. You will be taken to the **Document Delivery Request Form**.

13.1.4. Enter your student ID barcode number and password (last four digits of your phone number) and then click Submit.

13.1.5. The form will already be partially filled in with information about the item, which should be enough to identify it, but the more detailed information you provide, the faster the request can be processed.

13.1.6. Review the copyright statement at the bottom of the form and click the checkbox next to it.

13.1.7. Click on **Submit**.

13.1.8. Make sure you **logout** of the document delivery form.

13.2. I've done a search and the item I want isn't in Novanet, what can I do?

13.2.1. Click in the check box next to **Expand beyond my library** in case there may be other versions available beyond the Novanet libraries.

13.2.2. If not, then click on the **Document Delivery** link at the top of the search results page.

13.2.3. You will be directed to our library's **Borrow from Other Libraries** webpage.

13.2.4. Click on the **Interlibrary Loan** link to bring up the **Document Delivery Request Form**.

13.2.5. Enter your student ID barcode number and password (last four digits of your phone number) and select function (e.g., Request Book or Request Article).

13.2.6. Click on **Submit**.

13.2.7. Fill in as much information as possible about the item(s) you want to borrow.

13.2.8. Review the copyright statement at the bottom of the form and click the checkbox next to it.

13.2.9. Click on **Submit**.

13.2.10. Make sure you **logout** of the document delivery form.

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14. What is the e-Shelf?

The e-Shelf is a place for you to save and organize your search results and queries. To permanently save items to your e-Shelf, make sure you **Sign in** (upper right corner of screen), otherwise your Items will be saved for the current session only.

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Working with the e-Shelf

14.1. How do I add items to the e-Shelf?

14.1.1. Click the **star** ☆ next to each title in your Results list that you wish to save. Click e-Shelf (upper right corner of screen) to add the starred items to your e-Shelf.

<OR>

14.1.2. After clicking on a title in your Results list, click on the Cite/Email drop-down menu (blue arrow) that appears to the right of the item. Click **Add to e-Shelf**.

<OR>

14.1.3. To save an entire page of results to your e-Shelf, click the **Add page to e-Shelf** link (lower left corner of search results page).

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14.2. How do I organize and manage the contents of my e-Shelf?

14.2.1. Click the **e-Shelf** link (upper right corner of screen). Items you have added to your e-Shelf will be saved in the e-Shelf Basket. You will be prompted to **Sign in** to your account if you haven't already done so.

14.2.2. Click the title of an item to view its detailed record and availability information:

The screenshot shows a web interface titled "Viewing items in your e-shelf". On the left, a sidebar shows a "Basket (1)" containing a folder named "gardening (3)". The main area displays a table with the following content:

Type	Author	Title
Book	Karen.Newcomb	The postage stamp vegetable garden

A yellow callout box points to the title in the table with the text: "By clicking on the title of an item in your e-shelf, its record will appear below. Here you can view details and availability information for the item." Below the table, the detailed record for the selected item is shown:

The postage stamp vegetable garden : grow tons of organic vegetables in tiny spaces and containers
Karen. Newcomb
2015
● Checked out at Saint Mary's University (SB321.N45 2015)

Navigation tabs include: Find in Library/Request, **Details**, Document Delivery & More, Browse the Shelf.

The detailed record includes the following information:

- Title:** The postage stamp vegetable garden : grow tons of organic vegetables in tiny spaces and containers
- Author:** Karen. Newcomb
- Edition:** First Ten Speed Press edition..
- Subjects:** Vegetable gardening; Organic gardening; Small gardens
- Description:** Planning your postage stamp vegetable garden -- The postage stamp soil mix -- Getting your ground ready -- When and how to plant -- Watering your postage stamp vegetable garden -- Heirloom vegetables and herbs you'll love to grow -- Plants that like each other -- Controlling pests, diseases, and critters.

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14.2.3. Use the icons in the top left corner of your e-Shelf screen to create and manage folders. The manage icons are:

- New Folder
- Rename (selected folder)
- Copy Folder
- Paste Folder
- Delete (selected folder)

Managing folders

The screenshot shows a toolbar with icons for folder management. Yellow callout boxes point to specific icons with the following labels:

- Create a new folder to store saved items**: Points to the 'New Folder' icon.
- Rename selected folder**: Points to the 'Rename' icon.
- Copy a folder**: Points to the 'Copy' icon.
- Paste a copied folder**: Points to the 'Paste' icon.
- Delete selected folder**: Points to the 'Delete' icon.

The background interface shows a 'Basket' containing a folder named 'Basket (2)' with an 'Example' item. A table on the right lists items with a 'Type' column containing 'Book' and 'Book'.

14.2.4. Click the Note icon next to a folder or item to attach notes. You can edit these notes when needed.

Notes: Folders & Items

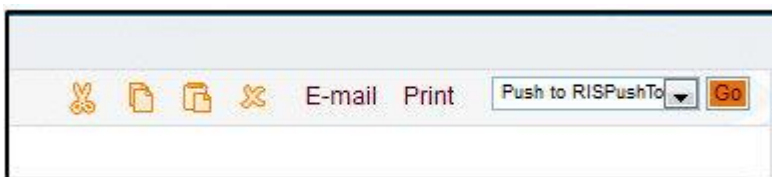
The screenshot shows two examples of notes being attached to folders and items. Yellow callout boxes provide instructions:

- You can attach comments to any folder you have created. You can edit these notes when needed.**: Points to a folder named 'gardening (3)' in a 'Basket (6)'. A blue note icon is visible next to the folder name.
- The same goes for individual items. You can edit these notes when needed.**: Points to a list of items in a table. Each item has a blue note icon to its right.

The table of items is as follows:

Added		
garden : grow tons of organic vegetables in tiny s...	05/19/15	[Note Icon]
to Nova Scotia vegetable gardening	05/19/15	[Note Icon]
an extensive green roof	05/19/15	[Note Icon]
s : a guide and tribute to the trees of our forests a...	08/20/15	[Note Icon]
ica	08/20/15	[Note Icon]
	08/20/15	[Note Icon]

14.2.5. To cut, copy, paste, and delete items, or to email, print, or export items to RefWorks, use the commands available in the upper right corner of the e-Shelf screen:



14.3. How Do I Delete Items from the e-Shelf?

14.3.1. Click the **e-Shelf** link (upper right corner of screen). Items you have added to the e-Shelf will be saved in the e-Shelf Basket. Tick the box next to item(s) you no longer want on your e-Shelf. Click the **x** to “Delete selected records.”

<OR>

14.3.2. If an item is on your e-Shelf, click on its title to view it. Click on the Cite/Email drop-down menu (blue arrow) that appears to the right of the item. Click “Remove from e-Shelf”. This option is only available from the results page.

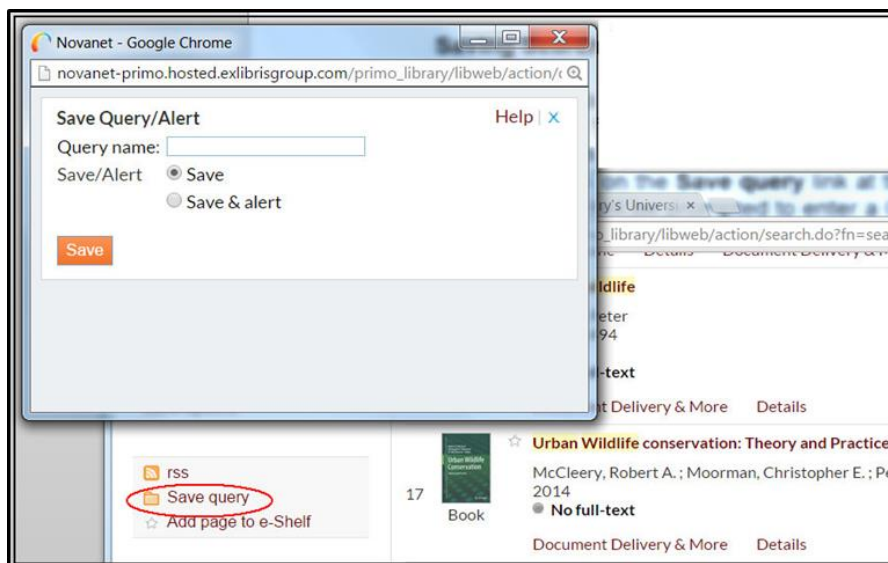
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Saving Search Queries to the e-Shelf

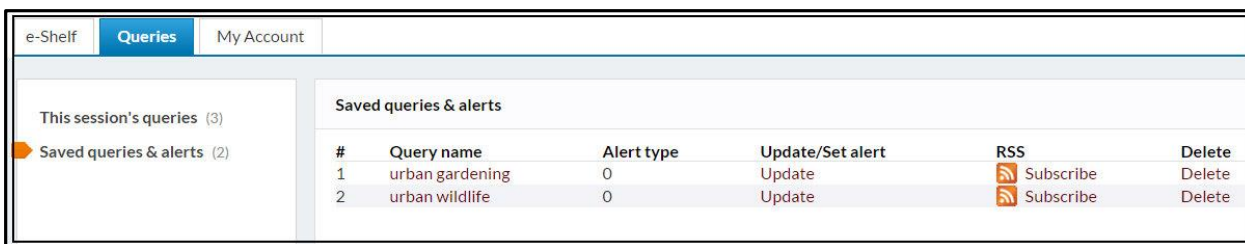
14.4. How do I save a search query (i.e., the word or phrase I typed into the search box, plus any filters I selected)?

14.4.1. Sign in to your account (upper right corner of screen).

14.4.2. Click the **Save query** link (lower left corner of the Results page). Enter a Query name and select either Save (to save the search query) or Save & alert (to save the search query and to set up an alert so that you will be automatically notified by email when new items are added to Novanet that match your query).



14.4.3. Click either the **e-Shelf** link or **My Account** link (upper right corner of screen), and then select the **Queries** tab.



14.4.4. Click **Saved queries & alerts** to view queries you have saved.

14.4.5. Click on the **Update** or **Subscribe** links next to saved queries to set up Alerts or RSS feeds for each query.

14.4.6. Click **This session's queries** to view queries performed in the current session. Note: the current session is deleted when you close your browser unless you save it.

14.4.7. Click on a Query name to rerun a search.

14.4.8. Make sure you **Sign out** at the end of your session so that the contents of your e-Shelf and account information remain private.

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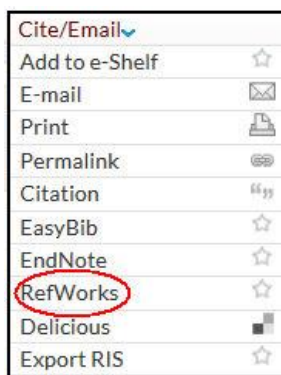
15. How do I export items to RefWorks?

15.1. Do a search and view your results.

15.2. Click on the title of an item in the search results.

15.3. Click the blue arrow next to the **Cite/Email** link that will appear on the right side of the **Details** box.

15.4. Choose **RefWorks** from the list of options.



15.5. RefWorks will open in a new window.

15.6. Once you have signed in to RefWorks, the citation will move into your **Recent Imports** folder.

Note: Multiple records can be exported to RefWorks from your Novanet e-Shelf. Open your e-Shelf and use the checkboxes to select some or all of the records on your e-Shelf, or in e-Shelf folders, for exporting. Select **Push to RefWorks** in the drop-down menu at the top right of the e-Shelf screen and click **Go**.

Note: Be sure to carefully compare the RefWorks record and the Novanet item details for each item individually; you may need to do some editing of the RefWorks record.

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16. Why am I not seeing any articles in my results?

Possible reasons for not seeing enough articles:

16.1. You may need to sign in to Novanet in order to see articles in the results list, especially if you are searching from off campus. Click on the **Sign in** tab at the upper right corner of the screen; next enter your student ID barcode number and the last four digits of your phone number. You should now see your name in the upper right corner. (If this doesn't work, check with the staff at our library's Circulation desk to see what the problem might be.) Make sure you **Sign out** at the end of your session.

16.2. Not all articles are included in Novanet (it does not provide 100 percent coverage of our library's journal databases). Search the specialized journal databases available to you as a student, staff, or faculty member at Saint Mary's. For a complete list of the journal databases available at Saint Mary's, click on the [Databases A-Z](#) link on our library's homepage. The Subject Guides also list key journal databases. Select a Subject Guide from our library's homepage, and from within the subject guide click on the Find Articles tab to view a list of key databases for that subject.

16.3. You may have limited a previous search to exclude articles and forgotten to remove or change that limitation before starting a new search (see [Question 8.3](#) for details on how to reset or remove filters).

16.4. It's very unlikely, but there may not be any articles on your topic in Novanet. We recommend contacting the staff at our library's Research Help desk for assistance.

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17. What do the coloured dots next to my results indicate?

The colour-coded dots let you quickly determine an item's availability.

17.1. ● [Green] Item is available. Click either **Find in Library/Request** or **Find Online**.

NOTE: if the item is electronic (an ebook or journal article), confirm that our library owns it by clicking "Find in Library/Request" and if owned, select "Find Online".

17.2. ● [Yellow] Item is available at another Novanet library but not your home library. Click **Find in Library/Request** to determine which Novanet libraries own the item. Depending on proximity, you might consider borrowing the item in person - don't forget your student ID card! Should the library be located at a distance, you can request the item through Document Delivery/Interlibrary Loans (see [Question 13](#) for more information on obtaining materials from other libraries).

17.3. ● [Grey] Item is not available at any Novanet library because it is either not owned or is currently on loan. Submit a Document Delivery/Interlibrary Loan request (see [Question 13](#) for more information on obtaining materials from other libraries).

☆ **Battling for survival : India's wilderness over two centuries**
 Valmik Thapar
 2003
 Book
 ● Available at other Novanet institutions. Check the Find in Library/Request tab.

Find in Library/Request Details Document Delivery & More Browse the Shelf

Availability and locations in Saint Mary's University (QH 77 I4 B37 2003)

Location	Call Number	Description	Status	Request Options
Saint Mary's University	QH 77 I4 B37 2003		30/05/16	Sign in to request :

Availability and locations in other institutions (QH 77 I4 B37 2003)

DAL Killam Library				Available
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18. How frequently is Novanet updated?

18.1. New books, journals, and other resources are added to Novanet on a daily basis. Check back regularly to find out what's new.

18.2. Once an item is requested or checked out by a patron, the availability/status information is immediately updated and displayed.

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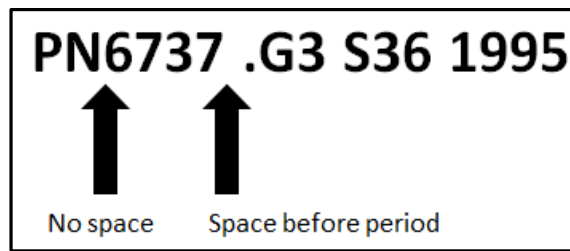
19. How do I search by call number?

To search for books, DVDs, and other physical items using a call number:

19.1. From within the Novanet catalogue, select **Advanced Search** to the right of the search bar.

19.2. Select **Call Number** from the second or third drop down menu on the left.

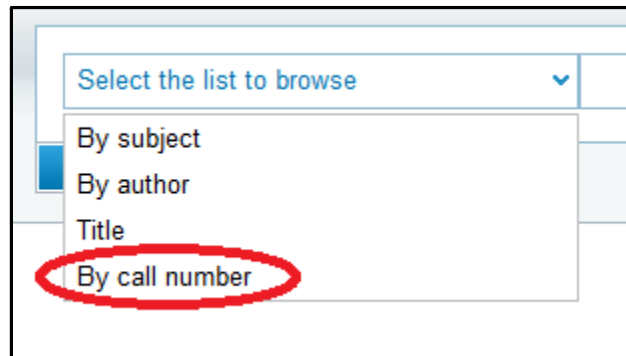
19.3. Select **contains** if you have only the first portion of the call number or wish to search within a wide range (PN6737, for example). Select **is exact** if you wish to search for a whole call number. Enter an exact call number in the following format:



19.4. Novanet can locate items using government document call numbers. An example of a government document call number would be: 2FG NE 22-D-1.

19.5. You can also search for a call number using **Simple Search**.

19.6. If you are interested in exploring a certain topic using a call number, you can browse call numbers by selecting the **Browse** option next to the simple search bar, then selecting **By call number** from the drop-down menu.



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20. How do I find a specific title of a book or article?

20.1. Enter your title into the search box, and click on **Search**.

20.2. You can choose to put your "title within double quotes" to find exact matches only.

20.3. For books, indicate you want to **Refine My Results** by **Resource Type** and then select **Books**.

20.4. For articles, indicate you want to **Refine My Results** by **Resource Type** and then select **Articles**.

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21. What do I do if I still have a question after reading this FAQ?

There are several ways to find answers to your questions.

- Contact the Research Help desk by phone (902-420-5544) or email (research@smu.ca)
- Live Help (online chat service – see link on library's homepage and subject guides)
- Consult the [Primo End Users Guide](#) Note: This guide refers to Novanet as Primo. It provides detailed information regarding searching, functionality, etc.

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