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IST BookList ([koha.app.ist.ac.at/](http://koha.app.ist.ac.at/)) is the library catalog containing an increasing number of books and eBooks available at IST Austria. You will find all book items offered by the library for general use, but it also includes numerous books held by the research groups of IST Austria.

At the moment the library offers around 2,500 books to lend in the fields of biology, mathematics, physics, computer science etc. Library books are freely accessible 24/7 at our physical library located on the third floor of the Central Building at the Guest House. Apart from reference books you can borrow these books by using our **Self Checkout System**. BookList also lets you administer your library account. It shows you the books you have recently borrowed, allows you to renew your borrowed items and to put books on hold.

Besides the physical books you can also search the catalog for more than hundred thousand of eBooks licensed for IST Austria employees. The catalog leads you directly to the publisher where you can read or download the items.

The following user guide gives you an overview how to use BookList.
**Starting with BookList**

You reach the library catalog at [koha.app.ist.ac.at/](http://koha.app.ist.ac.at/).

From here you can start e.g. a simple search, watch the Checkout video tutorial or log in to your personal account at BookList. A list of links refers to other library services.

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The catalog **BookList** allows you to search the book holdings of our library at IST Austria. Here you will find the items of our physical library - located on the third floor of the Central Building - as well as the books of each research group.

You can also look up several collections of e-books that you can easily download on campus.

If you want to suggest a book for the library, don’t hesitate to use the Purchase suggestion tool. Your Library team will try to purchase the book for your use as soon as possible.

If you have any questions do not hesitate to contact the IST Austria library team.
Search & Find

Simple Search
For searching items in the catalog just visit [koha.app.ist.ac.at/](http://koha.app.ist.ac.at/). On the homepage you will find a search bar for either searching the whole library catalog or by using the dropdown menu with some special fields like title, author etc.

The search will result in a list of books and ebooks available at IST Austria.
Advanced Search

If you’d like to make a more precise search you can use the “Advanced search”. A link at the homepage leads you there.

Choose a category you’d like to search for (e.g. title) and combine it with an additional category (e.g. author).

You can also reduce the hit list by item type (eg. Book, eBook, etc.)
If you are looking for a list of books held by a research group or division go to “Collection” and select the group. (You need to be logged out from your account to be able to use this option)
**Limit to**

You can refine your search results after receiving a hit list. Different categories for limiting the number of results are listed in the left column:

**Home libraries:**

“Books at groups” lists books of different research groups. These items are not intended for public use, but you can always contact the group.

“e-Library” contains our licensed eBooks

“Library” stands for all books of the publicly available library, you can check out these items

**Item types:**

“Book” includes all physical items

“eBook” contains licensed electronic books

Several different limitations like “currently available items”, “Authors”, Series etc. are possible as well.
Location & Access

Books in the Library

How to Find
To find a book on the shelves in the library please pay attention to the classification system comprises of three-digit numbers (e.g. 57x) tagged on the spine of the books. This number is also shown in the catalog entry of each book at the field “Location(s)” or “Call number”. Each number stands for a special field like “00x” for Computer Science”, “512” for “Algebra”, or “57x” for “Biology”. To make the search easier for you, the main fields (categories) are marked with different colors in the library so the searching is as quick as possible.

<table>
<thead>
<tr>
<th>Library Location Labels</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>0XX Generalities</td>
<td>5XX Natural Sciences &amp; Mathematics</td>
</tr>
<tr>
<td>1XX Philosophy, Psychology</td>
<td>6XX Technology</td>
</tr>
<tr>
<td>3XX Social Sciences</td>
<td>7XX Arts</td>
</tr>
<tr>
<td>4XX Language</td>
<td>8XX Literature</td>
</tr>
</tbody>
</table>
Following screenshot show different information about availability of books in the library and on campus within the research groups.

Catalog view:

1. **Genetics and Molecular Biology.**
   by Schleif, Dr. Robert F.
   Publisher: The Johns Hopkins University Press, 1993
   Availability: Items available for loan: Library (1).
   Location(s): 572. available in the library
   
2. **Molecular Genetics of Bacteria.**
   by Dale, Jeremy W.
   Publisher: Wiley, 2010
   Availability: Items available for loan: Library (1)
   Location(s): 572.
   Items available for reference: Books at groups (1)
   at the research group
   
3. **Molecular Genetics of Bacteria.**
   by Snyder, Larry.
   Publisher: ASM Press, 2012
   Availability: No items available
   Checked out (1) currently checked out from the library
   
4. **Population Genetics, Molecular Evolution, and the Neutral Theory: Selected Papers.**
   by Kimura, Motoo.
   Publisher: University Of Chicago Press, 1995
   Availability: Items available for loan: Library (1).
   Location(s): 575. available in the library
Single item view:

Place a Hold
If a book isn't available at the moment, you can reserve it by pressing the button “place a hold”. For this service you have to be logged in to your account.
Books held by research groups are listed in the catalog as well. If you'd like to have a list of books of your group please follow the instructions of the chapter Advanced Search. Not all of the books of a research group are necessarily registered.

Books of research groups are listed as “Books at groups” in the field “Location”. The “Collection” field refers to the group.
**eBook Collections**

IST Austria is licensing more than hundred thousand of eBooks. To reduce your hit list to eBooks please follow the instructions at the chapters [Advanced Search](#) and [Limit to](#). If you’d like to access an eBook please follow the link at the field “Online Access”. You can find this link both in the hit list display or the single item display. You can find a list of all accessible collections here [https://ist.ac.at/en/research/library/find-read/ebooks/](https://ist.ac.at/en/research/library/find-read/ebooks/)

Hit list display:
Single item display:

**Electron paramagnetic resonance. Volume 20, A review of the recent literature** [electronic resource] / editors, B.C. Gilbert, M.J. Davies, D.M. Murphy ; authors, A. Caragheorgheopol [and others].

**By:** Caragheorgheopol, A

**Contributor(s):** Gilbert, B. C | Davies, M. J | Murphy, D. M

**Material type:** Text

**Series:** Specialist periodical report:

**Publisher:** Cambridge : RSC Pub., 2007

**Description:** 1 online resource (xii, 269 pages)

**Content type:** text | Media type:** computer | **Carrier type:** online resource

**ISBN:** 9781847557568; 1847557562

**Subject(s):** Electron paramagnetic resonance | SCIENCE -- Chemistry -- Analytic | Electron paramagnetic resonance

**Genre/Form:** Electronic books.

**DDC classification:** 543.67

**LOC classification:** QD96.E4 | C37 2007eb

**Online resources:** Click here to access online

**Tags from this library:** No tags from this library for this title. Log in to add tags.

Average rating: 0.0 (0 votes)
Self Checkout (HowTo borrow books)

If you would like to check out a book from the library, please use the self-checkout tool on the computer in the library.

For further instructions please watch the self checkout video tutorial on the homepage of Booklist.

You are allowed to keep a book for 2 months, if you still need it you can prolong this period.
**Personal Account**

Everybody at IST Austria has an own account for BookList. To login please use your username and IST password. You can log in directly on the home page of BookList or through the link visible on the top of each BookList page.
Within your account you can check the status of books you have on loan and renew books before the due day if nobody is waiting for it. All books are automatically checked out for 2 months.
Purchase Suggestion

If you want to suggest a new book for the library, please use the “Purchase Suggestions” tool.

Follow the link “Purchase suggestions” on the home BookList page.

Login to your account by entering your IST username and password.
A purchase suggestion form will appear. (If not, please follow the link “New purchase suggestion.”) Just enter the title and some additional information and the library will let you know whether the book will be purchased. You will also receive a message when the book has arrived. Additionally, you can follow the status of your suggestion at “your purchase suggestion”.

Enter a new purchase suggestion

Please fill out this form to make a purchase suggestion for the Library collection.

Provide at least the title of the book. The more information you enter the easier it will be for the librarians to find the title you’re requesting.

As soon as the book arrives at the Library you will be informed via email. The book will be reserved for you as first reader.

If you would like to order a book for your research group please write an email to instead library@ist.ac.at of using this form.