Luiss
Libera Università Internazionale
degli Studi Sociali Guido Carli

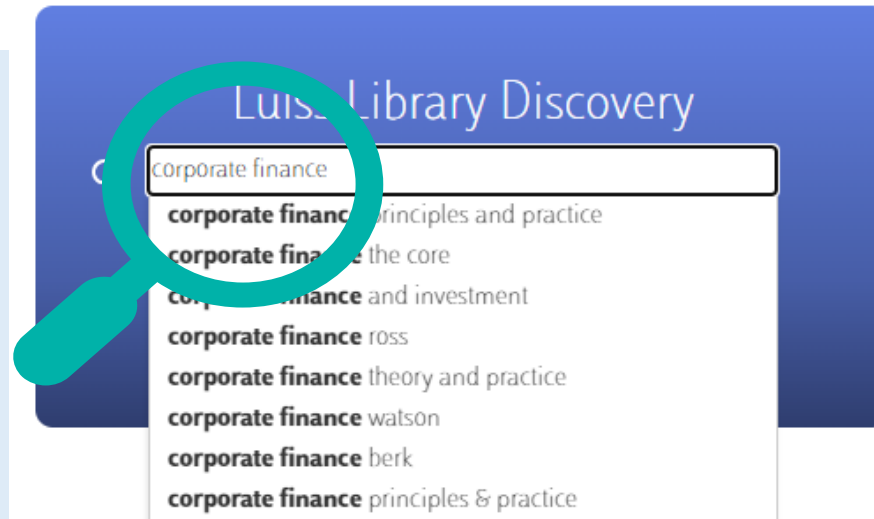# Getting started with Luiss Library Discovery

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How to find a book

Library Discovery

The book research starts from **Luiss Library Discovery**, a discovery system which allows to make a single integrated search of almost all the Library bibliographic resources available in full text:

The results list shows the bibliographic records, each containing both the **bibliographic data** (title, author, publisher, year of publication, etc.) and the information needed to find the corresponding book: their **physical collocation** in the Library or, for the e-books, the **link and way to access** them.

Printed books

For **printed books** you need to verify:
- If the copy is **available** in place;
- The room in which the copy is placed and its **collocation code**;
- The **loan policy** of the copy (therefore, if it can be borrowed).

Through the «My Account» section or the «**Sign in**» function you can also reserve books that are already on loan, check the status of your loans and renew them if possible.

Printed books

Loan policies vary depending on the book category (book, textbook, code, special funds, etc.) and the type of users (Luiss community, Library associates, etc.). The borrowing period is indicated both in the shelflist and in the information box «Library items» once you are logged in the «Sign in» area.

Users should **return** borrowed books by the due date, otherwise they will be suspended from the loan service for up to 30 working days.

E-books

For **electronic books** you need to verify
- The database or the electronic collection which contains the e-book;
- The **way to access** the database or the collection.

⚠ The access is direct when connected to the Luiss network. To access materials from off campus, you must set your browser for the remote access.

**Corporate finance : theory and practice**
Vernimmen, Pierre, author.; Quiry, Pascal, author.; Dallocchio, Maurizio, author.; Le Fur, Yann, author.; Salvi, Antonio (Professor of Corporate Finance), author.
2018
ISBN 1-119-45180-9;, ISBN 1-119-42444-5;, OCLC (OCoLC)1031030142;, ISBN 1-119-42448-8

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🛡 *Accesso diretto dalla rete d'Ateneo e accesso remoto tramite proxy*

Printed and electronic books

In the «**Details**» section you will find all the bibliographic information of the publication, with some clickable terms like **authors, subject** and **series title** (when it is the case), which allow you to find other related documents:

How to find a journal

Journal Search

If you already know the bibliographical reference of the article, start your research from the **Journal Search**, the catalog of both printed and electronic journals, and search for the title of the journal in which the article is published.
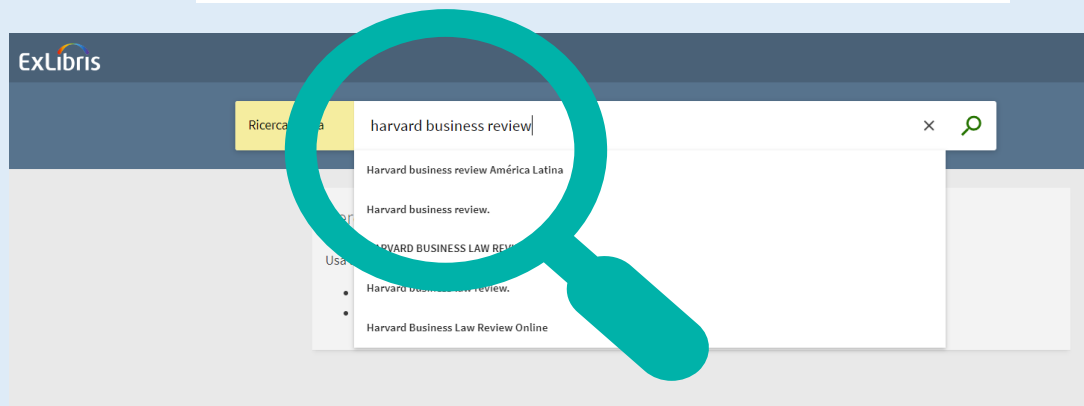
Es: Zeng, Ming. "Alibaba and the Future of Business: Lessons from China's Innovative Digital Giant." **Harvard Business Review** 96, no. 5 (2018): 88.

Journal Search

In this case, **Journal Search** suggests two results: the first one refers to the electronic version of the journal, the second one to the printed version.

Printed journals

For **printed journals** you need to note:

- the physical location (Periodical Room or Remote Storage);
- The numerical **collocation code**, which is the number of the shelf on which the journal is placed.

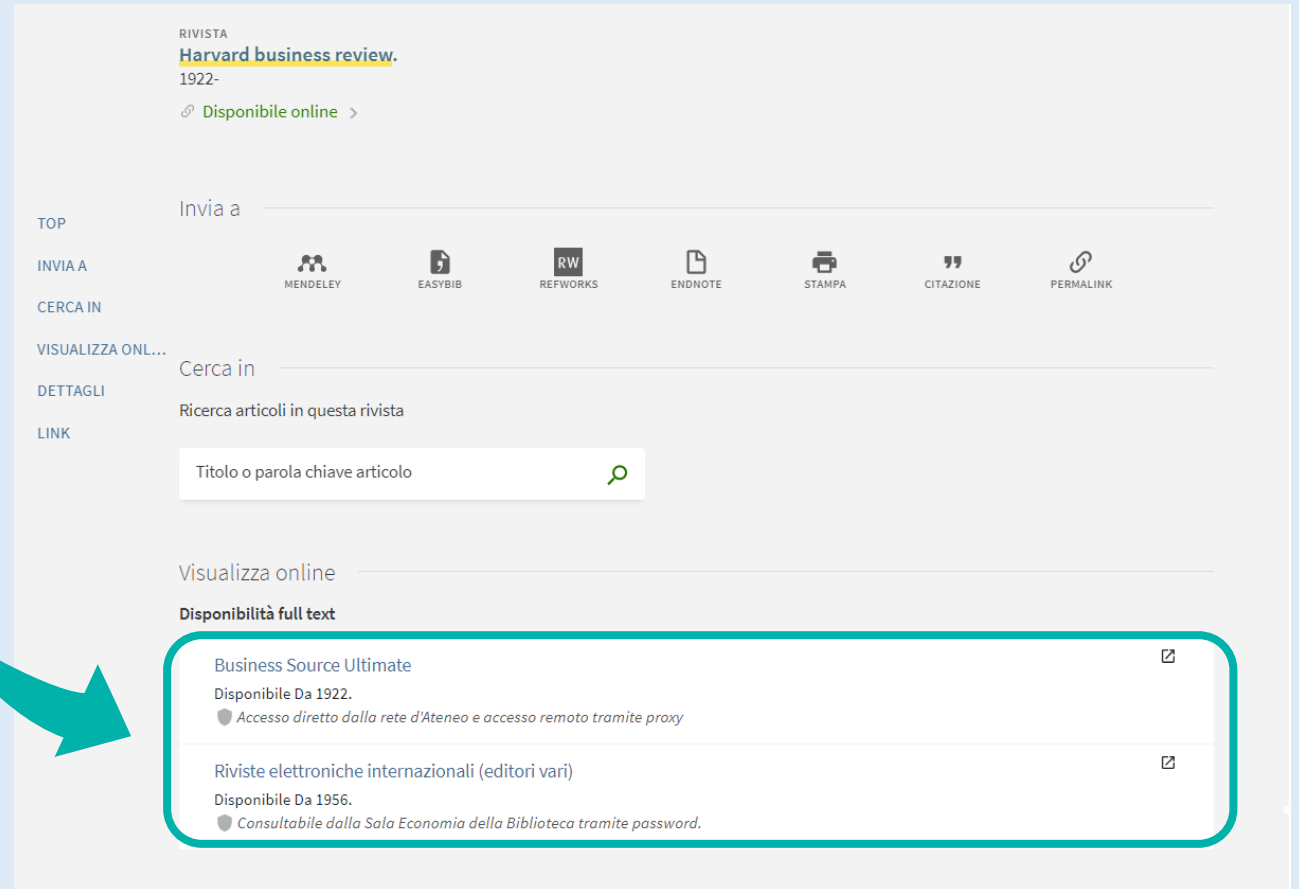Remember to check also the Library **holdings** and the ordered issues.

⚠ Journals are not loanable.

E-journals

For **electronic journals** you need to verify:

- The **years available** online;
- The **way to access** the database or the electronic collection which contains the journal (e.g. directly from Luiss network and remotely via proxy; only from the Library)

Printed and electronic journals

In the «**Details**» section you will find the bibliographic information of the publication:

How to search by topic

Before starting …

To set up and complete an efficient research, remember to:

1. Identify and define the information needed;

2. Identify and select the search terms (with their translations in other languages and from the natural language to a specialistic jargon);
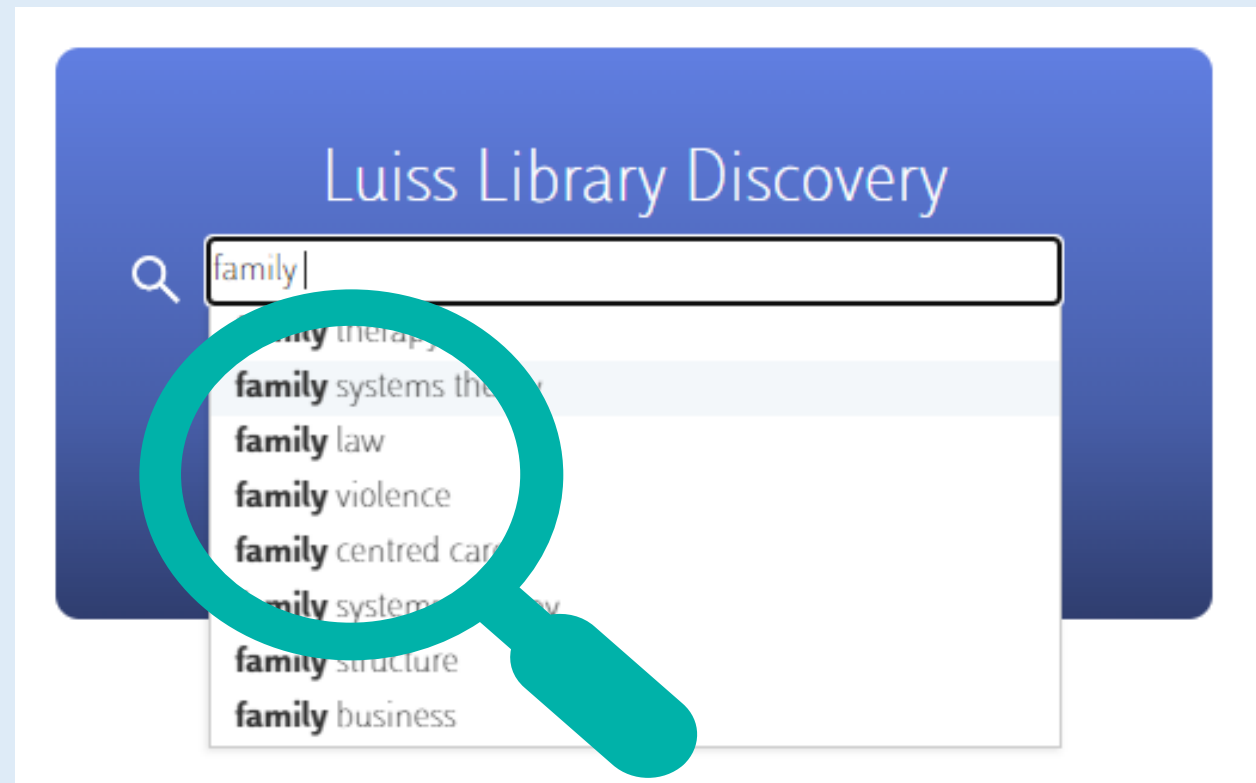
3. Determine whether the required information exists;

4. Organise, analyse, interpret and evaluate the information retrieved

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Luiss discovery – Simple search

When you enter the keywords in the search toolbar, the search engine shows an auto-complete list to make suggestions:

Luiss discovery – Simple search

You can then **refine the list of results** using the **filters** in the left column, like:

Online availability

Refine your search

- [ ] Electronic Full text
- [ ] Scholarly & Peer-Reviewed
- [ ] Library Catalog
- [ ] Physical Books in Library Catalog
- [ ] eBooks
- [ ] Add results beyond your library's collection

Publication date

Publication Date

| 1 Year | 3 Years | 5 Years | 10 Years | ✏️ ⌄ |

| from 📅 | to | 2/9/2022 📅 |

Clear

Subject terms

Subject Terms ⌄

🔍 Filter list

- [ ] marketing — 2.3K
- [ ] social media — 1.9K
- [ ] social networks — 1.7K
- [ ] social media marketing — 336

Resource type

Content Type ⌄

🔍 Filter list

- [ ] Journal Article — 1.5K
- [ ] Newspaper Article — 1.1K
- [ ] Newsletter — 853
- [ ] Magazine Article — 385
- [ ] Book / eBook — 94

There are also filters like «**Library Location**» (the room in which it is placed), «**New records**» (last resources purchased), «**Language**» of the publication, and more.

Luiss discovery – Advanced search

When you make an **Advanced search**, you can set these filters also before launching the search:

Luiss Discovery – Advanced search

The Advanced search also allows you to **select the field** of the bibliographic record in which the terms are to be searched (e.g. title, author name, subject terms)...
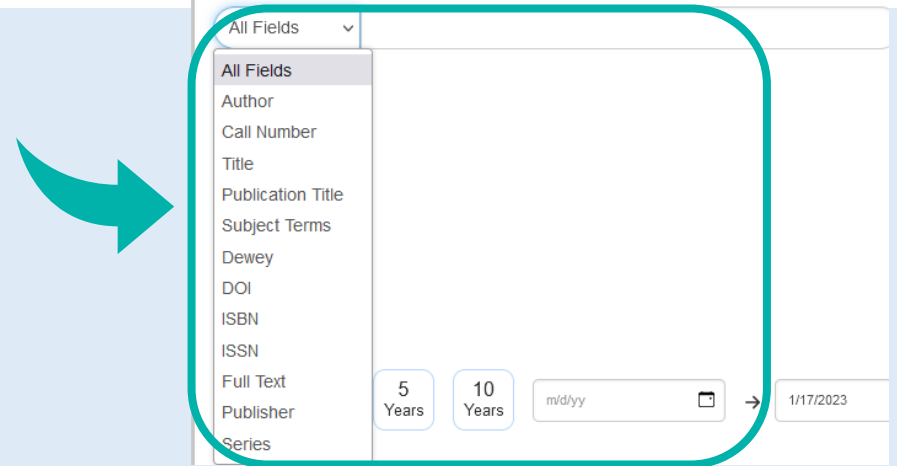
...and also to make a research in multiple fields, combining them through **logical operators** (e.g. author AND title). For some fields, you can also set how the search terms have to appear in them (e.g. «exact match» to search the exact phrase):
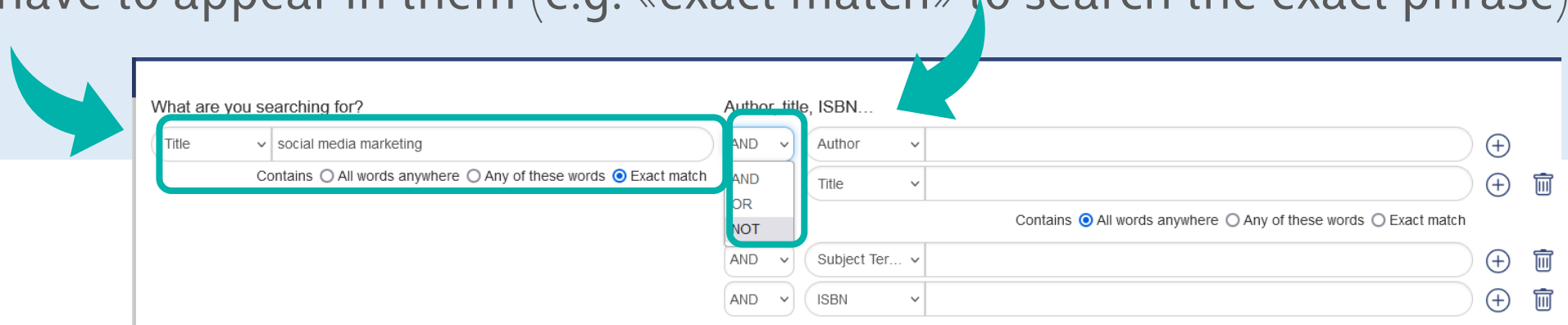
Luiss Discovery

Results are displayed by **relevance**, but the order can be customized.

Each result can also be:
- saved into a personal folder;
- shared through its permalink;
- exported as a bibliographic citation in a specific format;
- send via e-mail.

⚠ Luiss discovery also indicates whether the publication is peer reviewed and the number of times it has been cited.

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Cited in:

- ***Web Of Science*** Provides top journals for high quality literature retrieval.
- ***Scopus*** offers authoritative research and provides access to reliable metrics and analytical tools.
- ***Altmetrics*** shows how much online attention has been shown for this research.

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The saved results are ready for citation export in the top right folder

You can choose the citation style and then export it or proceed with a simple copy/paste.

Contacts

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