**Connecting to SOLO** - Connect to SOLO at http://solo.bodleian.ox.ac.uk

**Searching**

**Simple search**

- **Try out the first three drop down menu options:**
  a. Search everything
  b. All libraries/Collections
  c. Articles

Try searching for 3 or 4 of the titles below.

- **Chadwick, John, The decipherment of Linear B**
- **Begg, Economics**
- **Clark(e), Managerial Accounting** [Note: you’re not sure whether Clarke is spelt with an e or not – try using a wildcard e.g. Clark?]
- A book by **Britnell** and **Dodds** on the **Black Death** (the book has been recommended to you but you don’t know the exact title)

**For each item answer the following questions:**

a. Is the item available in print or online or both?

b. If available in print, note down **one library** that holds the item and give the **shelfmark**

c. Find the full details of the item to see if a summary or table of contents is available. If so, how useful do you think this information is?

d. What **worked** and what **didn’t work** for you whilst using the different menu options?

1. Search for an online copy **Critical Sociology**
   a. Which **database(s)** can you use to view **2010 issues** of this journal?
   b. Connect to a database to find out who wrote “**Managing for Social Outcomes: Diverse Value Rationalities and Financial Control**” in the March 2010 issue of **Critical Sociology**?
2. Choose one example from each of the categories below.

- **Resource Type: Books:** Women in Medieval History, Theoretical Inorganic Chemistry, Shakespeare’s Contemporaries.
- **Creator:** Stephen Hawking, Dylan Thomas or any other famous author. Whoever you choose make sure you refine your results using the Creator options so that you get items by them, not about them!
- **Creator:** Science and Engineering Research Council, Save the Children, African Population Conference. Use the Creator options so that you get items produced by these organisations, not about them!
- **Resource Type: Journals:** Classical Antiquity
- **Resource Type: Audio Visual:** Sound recording or video of Petronius’s Satyricon by Federico Fellini.

3. Find a copy of Shakespeare’s Richard II published by Arden.
4. Find a copy of Newton’s *Principia* published in 1760.

**Sorting your results**

5. Try searching for a famous author and sorting by date to find their most recently published item in Oxford libraries. If you can’t think of anyone try Carol Ann Duffy.

**Advanced Search**

Try using the advanced search for a search of your choice or choose one of these examples:

- George Orwell’s 1984? [Make sure that you search for the work itself not commentaries]. How many results do you get?
- Books by Alan Jones on Arabic, the Arabs or Arabia. [Use the * truncation symbol to search for alternative word endings for Arab e.g. Arab*]

**Coping with large numbers of “versions” (especially classic texts)**

3. Find a copy of Shakespeare’s Richard II published by Arden.
4. Find a copy of Newton’s *Principia* published in 1760.

**Sorting your results**

5. Try searching for a famous author and sorting by date to find their most recently published item in Oxford libraries. If you can’t think of anyone try Carol Ann Duffy.
Narrowing down your results by facets

6. Try searching for a prolific author (who has preferably published on a range of different topics). Try using the facets on the left of the screen to narrow down your search by topic and / or date. If you can’t think of anyone try searching for Tariq Ali. Narrow down your results to items about Pakistan. Once you’ve looked through your results remove the “Pakistan” facet and use the date facet to limit your search to items published since 2008.

7. Try finding a recent collection of poems by Elizabeth Bishop. Is it more effective to sort your results by “date newest” or to use the Publication Date option?

Thank you!