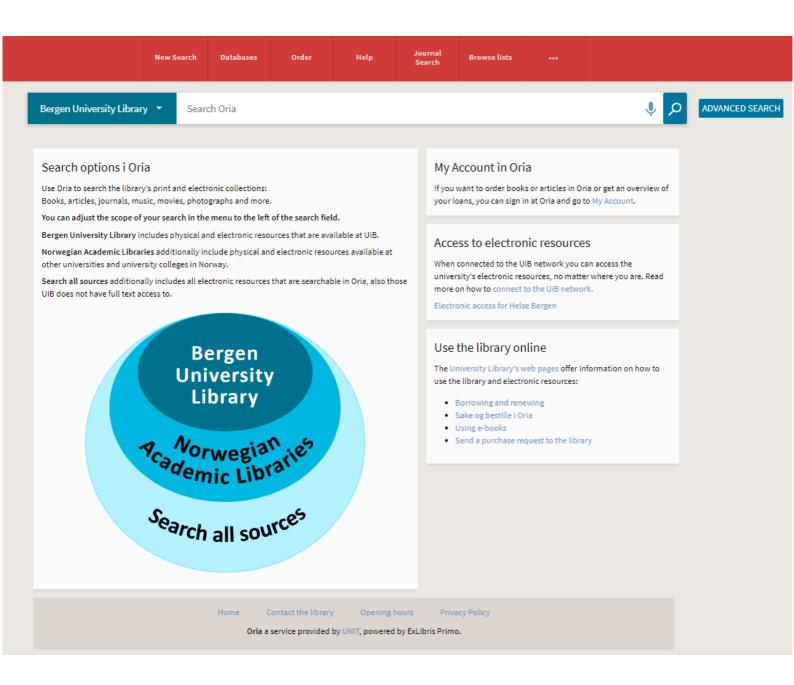


The long version. From the Fine Art and Design Library

How to find Oria

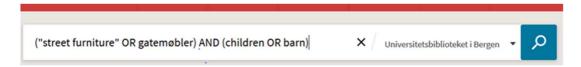
Go to <u>uib.oria.no</u> or find the search box at the University of Bergen Library homepage

Oria allows you to search the library's printed and electronic collections; books, articles, journals, music, movies, photographs and more.



Note: Internet Explorer does not work as well with Oria as other browsers.

Oria simple search box



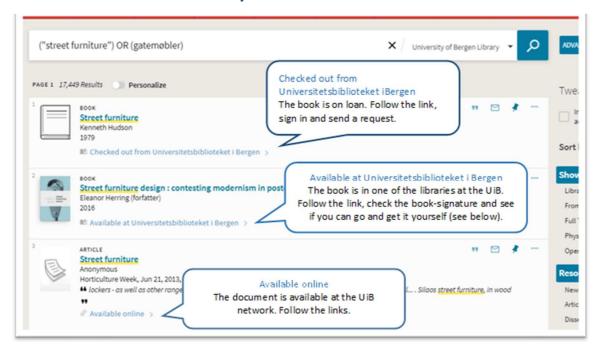
Type one or more keywords in the search box. It is possible to combine the words in different ways.

Search tips:

- To search for a specific expression, use **quotation marks**, i.e. «bergen assembly».
 - Without this, quotation marks, the system will find items that contain the individual words in the phrase, regardless of whether these words are located next to each other in the order specified.
- Put an asterix in the end of a word * to include alternative forms of words, plurals, etc. (truncation). For example: curat* will return curate, curatelle, curating, curation, curatorial, curators, curatorship. This can be applied for maximum four words in the same string.
- Using the symbol? in the end or in the middle of a word will make the system fill in one character. For example colo?r will return color, colour, coloir.
- You can use parentheses to group terms within a query.
 For example ("street furniture" OR gatemøbler) AND (children OR barn)
- You can use boolean operators **OR AND NOT**. The operators must be written in uppercase letters.
 - Use **OR** in a search to broaden your results. It connects two or more similar concepts (synonyms). This will tell the search engine that any or of your search terms (or both) can be present in the resulting records. For example: curator OR kurator
 - Use **AND** in a search to narrow your results. This will tell the search engine that all search terms must be present in the resulting records. For example: curators AND museums.
 - Use **NOT** in a search to narrow your results. This will tell the search engine to ignore concepts that may be implied by your search terms. This operator should be used with care. For example: curat* NOT museum*.

Note: Oria assumes that you are searching for all the words you type unless OR or NOT are specified between the words and phrases.

The result list and availability



The result list in Oria contains references to articles, books, pictures, dvd-s, book-chapters and so on.

If the document is "Available online" in the University of Bergen Library, you have access to an online version if you are connected to the UiB-network.

Note: Are you working from home? Log in to the UiB network at <u>pva.uib.no</u> to get access to our online documents or use a VPN connection.

Physical documents may be "Available at the University of Bergen Library" or "Checked out..." When a book you need is checked out you should always sign in to Oria and send a request. You will get a message on e-mail when the book is available.

When a book is available, please check the location. If the book belongs to the Fine Art and Design Library, you should go to the library and borrow it. If it belongs to another of the UB libraries, you may: a) go and get it yourself or b) send a request.



Example:



BOOK
Not buying it: my year without shopping
Judith Levine
2007

■ Available at Universitetsbiblioteket i Bergen (The Arts and Humanities Library UBBHF 658.834 Lev)

This book is available at the **Arts and Humanities Library (UBBHF)**. The signature is **658.834 Lev**. The book will have this signature on the back. You may go to the Arts and Humanities Library and get the book there, or you may sign in to Oria and send a request to have the book sent to The Fine Art and Design Library. You will get a message on e-mail or sms when the book arrives. It normally takes 2 days before you get a message.

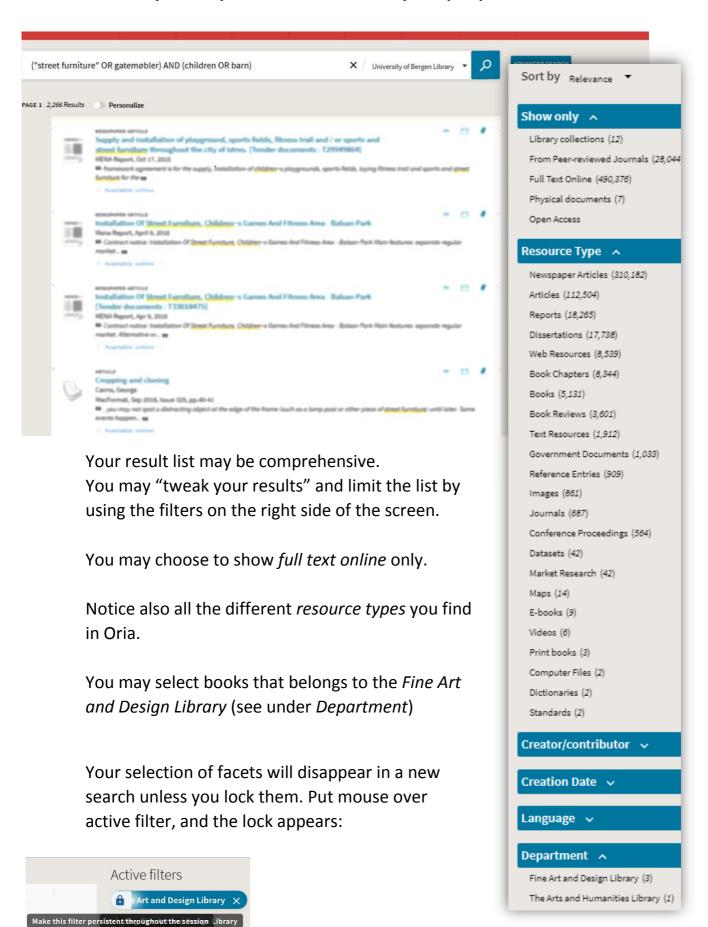
What if you have logged in but still don't see the Request-button?

This is usually the case when you are supposed to go to the library and get the book yourself.



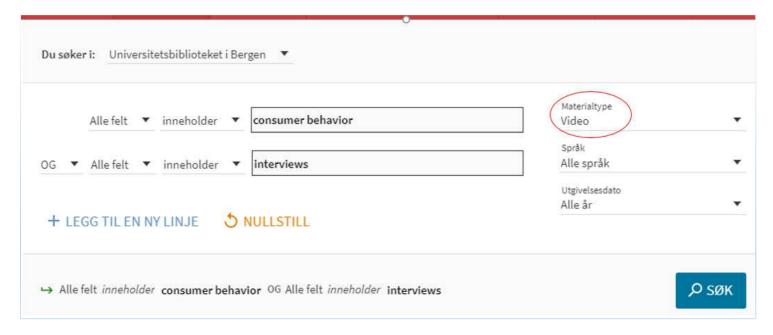
Don't hesitate to ask the librarians if you cannot find the book you are looking for.

Too many hits in your result list? Refine your query



Too many hits in your result list? Try the Advanced search

You can limit your result list by planning ahead. You will find the Advanced search button on the right-hand side of the simple search box. The same criteria as for facets are available in the Advanced search.



Use the different search fields in order to limit your query, for example to articles published by a specific author or about a specific topic.

If you want to search for two or several authors (subjects etc), combine the terms with OR in the search field. You can also choose "add a new line" and get more search boxes.

Note that the search boxes will be combined with AND if you don't change it.



Too few results?

Change to "Norwegian Academic Libraries» in the pull down-menu to find more books.

Choose *Search all sources* in the search scope to find more articles. When you do this, you will find articles that are not available in the University of Bergen Library in a digital version. Look up the title of the journal to see if we have the printed version of the journal.

Sign in

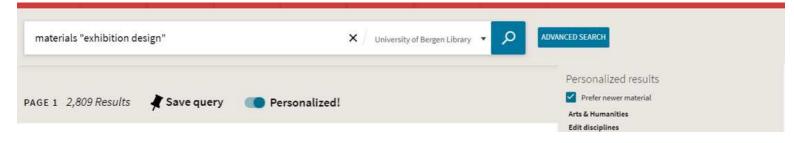
When you sign into your personal Oria-account, you can:

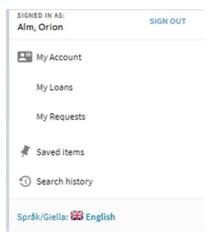
- Check your personal information
- Check and renew your loans
- Check your requests
- See if you have fees, block or messages
- Check your e-shelf for saved items
- Set alerts for your favourite queries
- Check your search history
- Set language preference

Note:

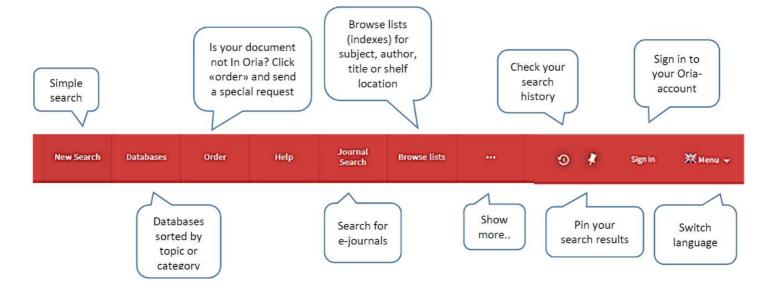
- Loans are automatically renewed up to four times if there is no waiting list.
- Loans cannot be renewed if there is a waiting list.
- If you want to renew your interlibrary loans, please contact your library.

When you are signed into your personal Oria-account you may personalize your search result display. You will get the same amount of records in the result list, but the records may appear in a more relevant order.





The Oria menu



In short

