

Danube University  
Krems  
Library



Research in the  
printed stock of the  
University Library


# Where to start?


- Starting point for research:

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## SUCHPORTALE

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 Bibliothekskatalog - Recherche im gedruckten Bestand der Universitätsbibliothek (inkl. Master Thesen)

 biber - Recherche in lizenzierten Datenbanken, Ebooks und EJournalns der Donau-Universität Krems

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 Elektronische Zeitschriftenbibliothek - Recherche nach EJournalns

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## ÖFFNUNGSZEITEN

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# You can start your search directly...



Neue Suche Hilfe

Anmelden Menü

Alles durchsuchen



ERWEITERTE SUCHE

## Services

- Öffnungszeiten
- Hilfestellungen

## Elektronische Ressourcen

- biber
- DigiBib-Portal
- Elektronische Zeitschriftenbibliothek (EZB)

## Institutionen

- Archiv der Zeitgenossen
- Ernst Krenek Institut
- Europäisches Dokumentationszentrum

## Kontaktdaten

Universitätsbibliothek  
Donau Universität Krems  
Dr. Karl -Dorrek-Str. 30  
3500 Krems  
T +43 (0)2732 893-2240  
F +43 (0)2732 893-4231  
bibliothek@donau-uni.ac.at  
www.donau-uni.ac.at/library

## FH Krems



Impressum

# What should i look for in the simple search?

- With the simple search, you are free with which search term you are working
- Watch out for typos
- Don't use too specific terms



- Use truncations if you are not sure how to write something

# Truncations?

## Truncation = wildcard

Frequently used wildcards are:

- The question mark (?)
- The asterisk (\*)
- The hashtag (#) for a numeric value.

## Examples:

child\* = child, childs, children, childrens, childhood

colo?r = color, colour



A truncation is excellent for the search for master theses!

Use the input: **master** \* and further any kind of search term

Master theses of the Danube University you will find - since 2010 - comfortably as a PDF version!

Look at the "Details" - there you will find the link to the PDF.

Older master theses and the master theses of the University of Applied Sciences, you will find with a serial number on the shelf - the call number can be found via the link "Locations"!

# How does the advanced search work?

**By the advanced search you can restrict the search criteria from the beginning:**

- Search for a particular book title, author, keyword or ISBN number



- You can link your search terms to Boolean operators.

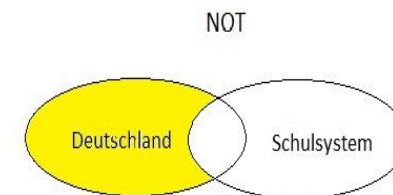
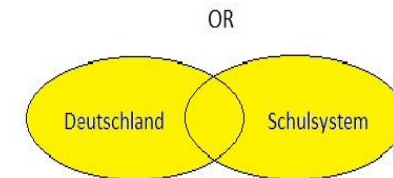
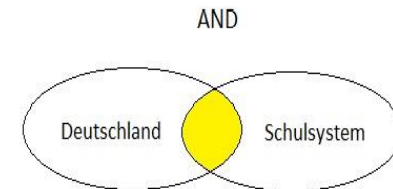
- As well, the media type, the language and the publication date can be limited



# Boolean operators ...

... offers the possibility to combine search terms with each other, to limit and optimize the number of hits

Operators can be **AND, OR & NOT**





- Irgendein Feld
- Titel
- Person/Institution
- Schlagwort
- Erstellungsdatum

Irgendein Feld

enthält master\* gesundheit

UND

Irgendein Feld enthält

### Boolean Operators

+ EINE NEUE REIHE HINZUFÜGEN    ↻ VERWERFEN

Medientyp  
Alle Medien

Sprache  
Alle Sprachen

Anfangsdatum:  
Tag Monat Jahr

Enddatum:  
Tag Monat Jahr

↳ Irgendein Feld enthält master\* gesundheit

# With the right search terms, you will receive a hit list



Neue Suche Hilfe

Anmelden Menü

Forschungsmethoden



ERWEITERTE SUCHE

Anmelden, um vollständige Ergebnisse zu erhalten und Exemplare zu bestellen Anmelden VERWERFEN

SEITE 1 18 Ergebnisse

- BUCH**  
**Forschungsmethoden**  
Schiersmann, Christiane, 1950- [HerausgeberIn]  
Bielefeld : Bertelsmann 2005  
[Verfügbar in Universitätsbibliothek Krems >](#)
- BUCH**  
**Forschungsmethoden und Evaluation in den Sozial- und Humanwissenschaften**  
Döring, Nicola [VerfasserIn] Bortz, Jürgen, 1943-2007 [VerfasserIn] Pöschl-Günther, Sandra  
Berlin : Heidelberg : Springer 2016  
[Verfügbar in Universitätsbibliothek Krems >](#)
- MEHRERE VERSIONEN**  
**Handbuch qualitative Forschungsmethoden in der Erziehungswissenschaft**  
Friebertshäuser, Barbara, 1957- [HerausgeberIn]  
  
[2 Versionen gefunden. Alle Versionen ansehen >](#)
- BUCH**  
**Statistik und Forschungsmethoden : mit Online-Materialien**  
Eid, Michael, 1963- [VerfasserIn] Gollwitzer, Mario, 1973- [VerfasserIn] Schmitt, Manfred [VerfasserIn]  
Weinheim [u.a.] : Beltz 2015  
[Verfügbar in Universitätsbibliothek Krems >](#)

Verbessere die Ergebnisse

Sortieren nach Relevanz

Top Level

Verfügbar (13)

Online Ressource (3)

Medium

Buch (16)

Hochschulschriften (2)

Erscheinungsjahr

Von 1995 Bis 2019 Verfeinern

Sprache

Deutsch (17)

Ohne Sprachangabe (1)

Person/Institution

Döring, N (5)

SEITE 1



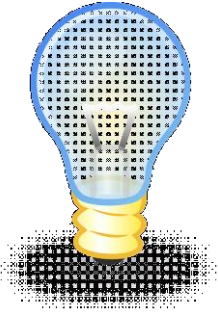
# I received too many hits ... what now?

On the right side you will find the section  
“Tweak my results”.

Limit your search to the right media for you.



Take a look at the “Classification RVK”



RVK stands for „**R**egensburger **V**erbund **K**lassifikation“ (Regensburg Association Classification)



It is used to collect inventories in libraries.

The call numbers of our items starts in most cases with two letters - they identify the thematic group in which the items belongs.

When you search for very general keyword like "Management" you can further narrow down the topic area and minimize the number of hits.

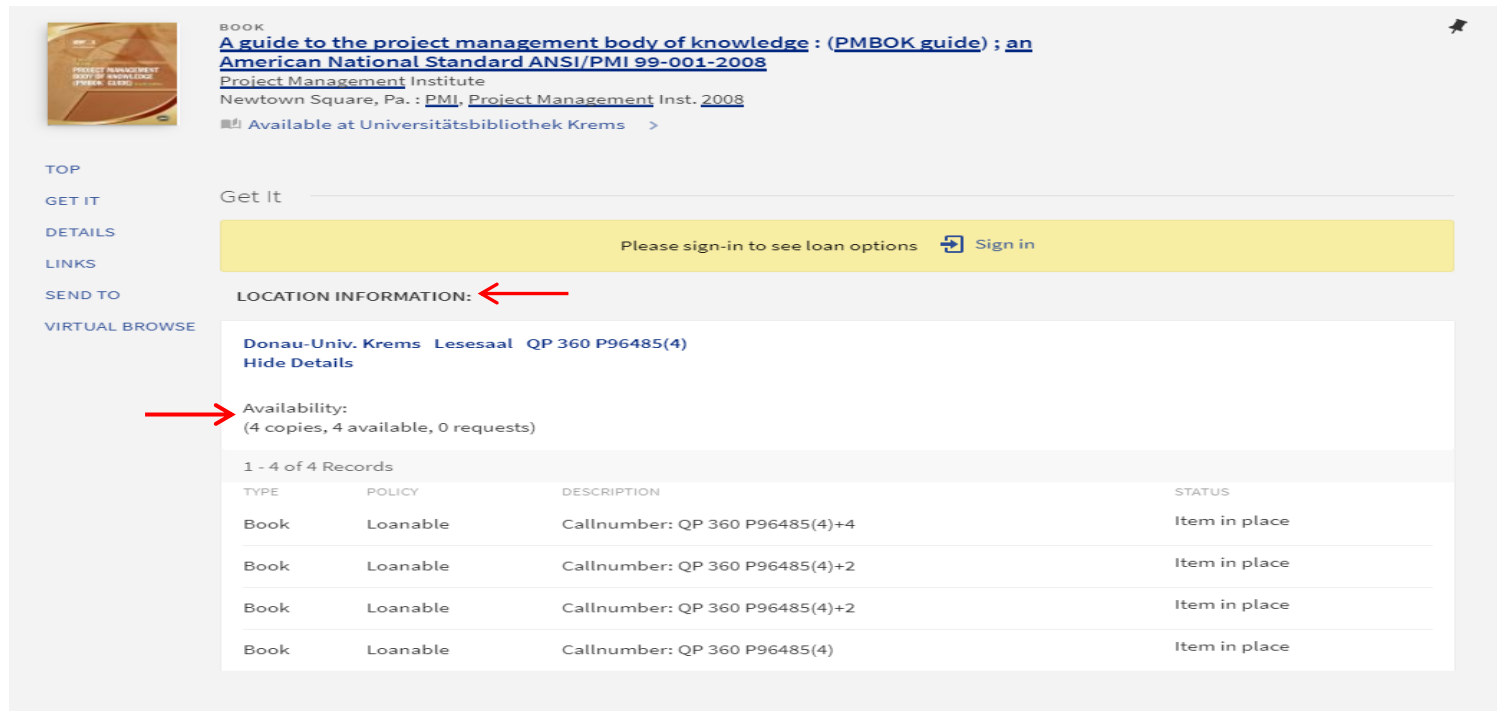
Where "management" can be included...

RVK ^

- Ohne Angabe (8.875) 
- QP - Allgemeine Betriebswirtschaftslehre (2.094) 
- QV - Arbeitnehmerfragen (Labor Economics) (303) 
- QQ - Spezielle Betriebswirtschaftslehren (232) 
- QX - Sozialpolitik, Gesundheitswesen, Bildungsökonomie (204) 
- QR - Gewerbepolitik, Einzelne Wirtschaftszweige (176) 
- SQ-SU --- Informatik (165) 
- CW - Angewandte Psychologie (143) 
- QT - Umweltökonomie (105) 
- XC - Allgemeine Medizin (93) 
- AL - Hochschul- und Universitätswesen (70) 
- ZG - Technik allgemein (58) 
- AN - Buch- und Bibliothekswesen, Informationswissenschaft (55) 
- WX - Ernährung, Verdauung, Stoffwechsel, Energiehaushalt, Fortpflanzung, Entwicklungsphysiologie von Mensch und Tier ... (53) 
- DS - Sozialpädagogik/Sozialarbeit (49) 
- QH - Mathematik, Statistik, Ökonometrie, Unternehmensforschung (46) 
- MF - Politische Systeme: einzelne Elemente (42) 
- QK - Geld, Kredit- und Bankwesen, Bankbetriebslehre (42) 
- QM - Internationaler Handel, Zahlungsbilanz und Wechselkurse (34) 
- ZI - Bauingenieurwesen (20) 

# Where can I find the selected works?

On your hitlist you will find, below the yellow bar, the “Location Information” and the availability.



**BOOK**  
**[A guide to the project management body of knowledge : \(PMBOK guide\) ; an American National Standard ANSI/PMI 99-001-2008](#)**  
Project Management Institute  
Newtown Square, Pa. : [PMI](#), [Project Management Inst.](#) 2008  
Available at Universitätsbibliothek Krems >

TOP  
GET IT  
DETAILS  
LINKS  
SEND TO  
VIRTUAL BROWSE

Get It

Please sign-in to see loan options [Sign in](#)

**LOCATION INFORMATION:** ←

**Donau-Univ. Krems Lesesaal QP 360 P96485(4)**  
**Hide Details**

Availability:  
(4 copies, 4 available, 0 requests)

1 - 4 of 4 Records

TYPE	POLICY	DESCRIPTION	STATUS
Book	Loanable	Callnumber: QP 360 P96485(4)+4	Item in place
Book	Loanable	Callnumber: QP 360 P96485(4)+2	Item in place
Book	Loanable	Callnumber: QP 360 P96485(4)+2	Item in place
Book	Loanable	Callnumber: QP 360 P96485(4)	Item in place

# Location?

There are 4 possible locations to find your desired title:

1. **Lesesaal** – directly in the library to take for yourself
2. **Semesterapparat** – also directly in the library to take, but only borrowable for 1 week
3. **Magazin** – hidden, but in the library. Come with the call number to the counter
4. **Handapparat** – tricky, but doable. The item is located at a staff member's office. We are happy to request the work for you!

# Found! What now?

Bring the desired item to the counter. There you will find our “self-check” with which you can easily borrow the books yourself.

Please do not forget your student ID card for borrowing.

You can borrow the literature for 4 weeks - with the possibility to extend the period up to 16 weeks

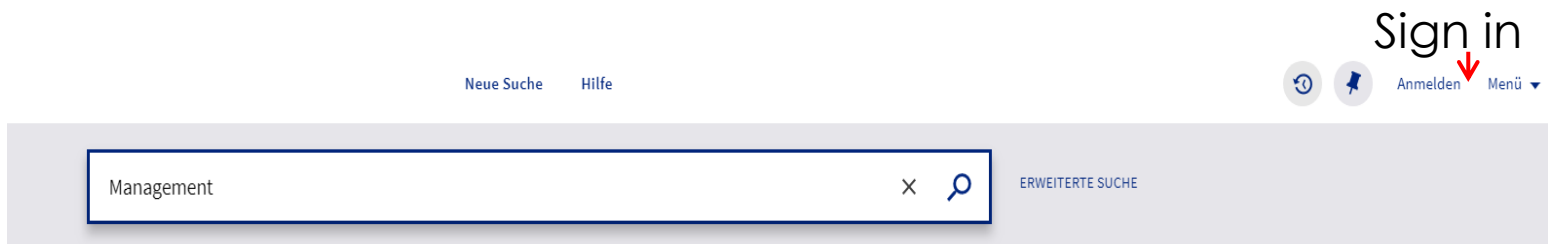


# Oh no ... borrowed!

## No Panic!

If you wish, you can bookmark the borrowed item. As soon as the book is brought back to the library, we will contact you immediately!

For the reservation please register in the top right corner under "Sign in / Anmelden"



The screenshot shows a library website interface. At the top right, there is a "Sign in" link with a red arrow pointing to it, and a "Anmelden" link with a red arrow pointing to it. Below these links are icons for a home page, a bookmark, and a menu. In the center, there are links for "Neue Suche" and "Hilfe". At the bottom, there is a search bar containing the text "Management" and a magnifying glass icon. To the right of the search bar is the text "ERWEITERTE SUCHE".

Members of the DUK  
please select  
"DUK: ACCOUNT".

External users and  
students of the  
University of Applied  
Sciences please select  
the second link!



# Your personal Login:

## **DUK Members**

- **DUK-Account** (Novell Login)

## **Students of the University of Applied Sciences**

- Library Login Data
  - Access data are printed on your student ID Card
  - Please **set password by yourself** via the link "Passwort vergessen"

## **External Users**

- Data you received from the library staff at registration



BOOK

### Die Donau : von Regensburg bis zur ungarischen Pforte

Wien : München : Schroll, Seidel 1960

Not available >

TOP

GET IT

DETAILS

LINKS

SEND TO

VIRTUAL BROWSE

Get It

LOCATION INFORMATION: [Request](#)

Donau-Univ. Krems Lesesaal NR 8275 S382  
[Hide Details](#)

Availability:  
(1 copy, 0 available, 0 requests)

1 - 1 of 1 Records

TYPE	POLICY	DESCRIPTION	STATUS
Book	Entlehnbar 28 Tage	Callnumber: NR 8275 S382	On loan - overdue since 21/09/2019 24:00



Get It

#### Details of title you requested:

Material Type:

Terms of Use:

Pickup Location: \* Donau-Univ. Krems

Not Needed After:  X

Comment:

CANCEL

**REQUEST**

# Any doubts?

Come and ask us - we are always happy to help!

## **Kontakt**daten

**Telefon:** +43 (0)2732 893 - 2240

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Dr. Karl -Dorrek-Str. 30  
3500 Krems  
Österreich