

How to access and use the online catalogue of the "Hengeler Mueller-Library" of Bucerius Law School

- 1. Go to the online catalogue of the "Hengeler Mueller Library" of Bucerius Law School <u>http://vzopc4.gbv.de:8080/DB=9/SET=3/TTL=6/LNG=EN/</u>
- 2. Enter the book title, author, publication, etc. into the search field.

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| | Here you can enter the author last name, the book title, etc. | 's | | | |

3. You can refine your search to optimize the results by using certain keywords. Click on the question mark next to the search field for explanations on the different categories.

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4. For example, when looking for the book "Brealey / Myers / Allen, 2011 (10th ed.), Corporate Finance, McGraw-Hill, Chapter 31: Mergers" enter one of the authors names into the field and click on search.



5. The results will be shown on a new page and you can choose the right book by clicking on the blue colored title.





6. You will be forwarded to a site containing detailed information about the book: title, author, edition, etc. There you can also find the shelf where the book is located in the library. You can navigate through your search results by clicking on the grey arrows at the bottom of the page.



7. Check the Library Floor Plan (on the intranet under *Miscellaneous* \rightarrow *Library*) to determine the location of a book.