Flow chart on finding books, eBooks, Journal articles....

What are you looking for?

Book?
- Check the catalogue
  - Didn't find it? Request it via ILL
  - Found it? Go get it on the shelf
  - Found it? GREAT!
  - Didn't find it on the shelf? Ask your Faculty Librarian

Journal article?
- Search the catalogue by typing journal name
  - Yes: check the Full-text finder
    - Found it? GREAT!
    - Didn't find it? Request it via ILL
  - Didn't find it? Request it via ILL

How to buy new books? Complete the order Form
NB: for Staff and librarians only
- Yes: check the Full-text finder
  - No: search library databases
    - Search library search engine
      - Find something like full-text?
        - Yes: check the Full-text finder
          - I found it but is available in other CPUT branches?
            - What do I do?
          - Didn't find it?
            - Request it via ILL
        - No: check Full-text finder
          - Found it? GREAT!
          - Didn't find it? Request it via ILL

Need library training?
- Talk to your faculty librarian or browse through subject guides listed here
- Complete Interbranch Loan (IBL) request form at your branch circulation desk
  - Talk to your Faculty Librarian
  - Find something like full-text?
    - Yes. GREAT!
    - No: check Full-text finder
      - Didn't find it? Request it via ILL
        - Found it? GREAT!