

Hospitality & Tourism Research:

Finding Books

Universal Orlando
Foundation Library

This guide is designed to answer your questions about finding books and other research materials in the Universal Orlando Foundation Library. For more assistance, visit our website below, call us at 407-903-8100, or come see us in person.

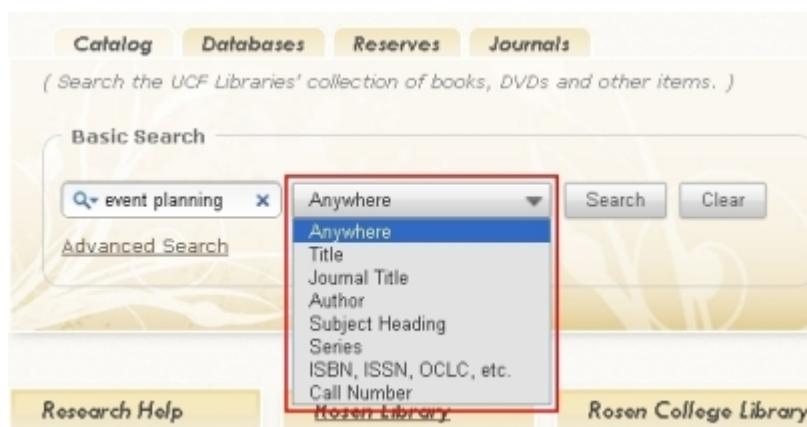
Where Do I Look for Books?

Use the library's online catalog. The UCF Library Catalog is available on the Universal Orlando Foundation Library homepage (located at <http://library.ucf.edu/rosen>). The catalog can be used to find:

- Books
- Videos, DVDs, and other audio-visual materials
- Electronic (online) resources, such as E-books
- Government Documents
- And much more!

How Do I Find the Books I Need?

- To **search by topic**, simply enter a couple of **keywords** in the basic search box, and click **Search**.
- To **search for a particular book**, just enter the **book title** in the basic search box. You may select "Title" from the drop-down box, but it is usually not necessary.
- Use **quotes** to search for an **exact phrase**.
- You can use the **Advanced Search** option to search for multiple terms.
- If you misspell a word, the catalog will offer you an alternate **spelling**.
- If your instructor has sent you to the library to look at something he or she has put on reserve, click on the **course reserves** link and search by instructor's last name to see if the item is available, or ask for help at the circulation desk.



How Do I Narrow My Search Results?

Once you have a list of search results, use the options in the left side bar to narrow your search by:

- Library/Collection (ex. Rosen library)
- Format
- Subject
- Author
- Genre
- Time Periods, Geographical Areas, etc.

Narrow Results By:

Books in the library

Library/Collection

- Main Library (620)
- ONLINE (162)
- Rosen (110)

[show more...](#)

How Do I Know if the Book is on the Shelf? How Do I Find It?

- Due date information appears on the Results list.
- If the book is checked out, you may place a hold on the item.
- You may make a note of the book's location (ex. ROSEN General Collection) and call number, or you may have the information delivered via text message.

1. Planning special events

James S. Armstrong.

Author: Armstrong, James S. 1946-

Published: San Francisco : Jossey-Bass, c2001.



book

Cocoa Grants

GT3405 .A76 2001

Check Holding Library

Rosen General Collection

GT3405 .A76 2001

Due 8/22/11 9 PM
Place a Hold



add



print



email



txt



cite this



RefWorks



SHARE

2. Planning special events

James S. Armstrong.

Author: Armstrong, James S. 1946-

Published: San Francisco : Jossey-Bass, c2001.



E-book

[Click here for FULL TEXT from NetLibrary](#)



Look for the book on the shelf. If you can't find it, please ask the library staff for assistance. For information about obtaining materials from other campuses or other libraries, see the Rosen Research Guide titled **Interlibrary Loan**.

How Do I Renew my Books Online?

[renewals/library account](#)

- Click on the renewals/library account button at the top of the catalog.
- After entering your library ID and password you can:
 - View loans, holds requests and fines
 - Renew your books
 - Change your password

If you have questions about your account, or have difficulty logging in, you can contact the Circulation Department at 407-823-2580, or email your concern to circ@ucf.edu.