

# CVCC LIBRARY QUICKSTART GUIDE

## Placing Holds

Use the Online Library Catalog to see what books are available in the CVCC Library collection. When you see an item you are interested in, you may place a **Hold Request**; the item will be retrieved and held at the Public Service Desk for you. Upon request, items can be sent to off campus center sites (see step 6).

1. To use the Online Library Catalog to place a hold:

- Go to the **CVCC Home page** at [www.cvcc.vccs.edu](http://www.cvcc.vccs.edu) . Under **RESOURCES**, click **Library**.
- You are now at the **CVCC Library** home page. Click **Information Reference Page** (right side).
- You are now at the **Library Information Reference Page**. You can also go directly to this page at [www.cvcc.vccs.edu/Library/InformationReference.asp](http://www.cvcc.vccs.edu/Library/InformationReference.asp) .
- Under **BOOKS, JOURNALS, MAGAZINES, AND VIDEOS**, click **Online Library Catalog**.
- Under **Select College**, select **Central Virginia CC**.
- Under **Choose Search Type**, select the type of search you would like to perform (keyword, title, author, subject, etc.).
- Under **Enter Search Term(s)**, search your title, author, or subject. Click **Go**. (For additional information on using the Online Library Catalog, see the **QuickStart Guide -- Using the Online Library Catalog**.)

2. You may get a view like this:

**LIBRARY CATALOGS**

Virginia's Community Colleges  
**Linc**  
Library Information Connection

- Sign-in
- My Account
- Preferences
- Sign-out
- Basic Search
- Advanced Search
- Browse Search
- Command Search
- Multi-catalog Search
- Search History
- Search Results
- Other Library Catalogs
- e-Shelf
- Course Reserves
- Help Using Catalog
- LRCLive Help
- Databases

Active Catalog = Central Virginia

Selected records: [View Selected](#) | [Save/Mail](#) | [Create Subset](#) | [Add to My e-shelf](#)

Whole set: [Select All](#) | [Deselect](#) | [Refine Search](#) | [Filter Records](#)

Results for Words= enrique; Sorted by: Year (descending)/Title

Sort options: [Author/Year\(d\)](#) [Author/Year\(a\)](#) [Year\(d\)/Author](#) [Author/Title](#) [Title/Year\(d\)](#) [Title/Year\(a\)](#) [Year\(d\)/Title](#)

Records 1 - 20 of 48 (maximum display and sort is 5000 records)

[Brief view-list](#) [Brief view-table](#)

View Record	Mark	Author	Title	Year	Call Number	Campus (owned/out)	Ext Link
<a href="#">1</a>	<input type="checkbox"/>	Nazario, Sonia.	Enrique's journey /	2006	Circulating Collection--E184.H66 N397 2006	Central Virginia (2/0)	
<a href="#">2</a>	<input type="checkbox"/>		The lost city [videorecording] /	2006	Popular Video Collection--PN1995.9.M45 L678 2006	Central Virginia (1/0)	
<a href="#">3</a>	<input type="checkbox"/>		The madness of Henry VIII [videorecording] /	2006	Instructional Video Collection--DA28.1 .M336 2006	Central Virginia (1/0)	

- Click on the small number (i.e. "1") in the **View Record** column (far left column).
- OR, if you see a **Full View of Record** similar to the screen below, proceed to step 3.

## Full View of Record

Choose format: [Standard format](#) [Catalog card](#) [Citation](#) [Name tags](#) [MARC tags](#)

Record 1 out of 1

[◀ Previous Record](#)

[Next Record ▶](#)

### Title Information



Geographic Area [ncho---](#) [n-us---](#)

Author [Nazario, Sonia.](#)

Title [Enrique's journey / Sonia Nazario.](#)

Edition [1st ed.](#)

Published [New York : Random House, c2006.](#)

Description [xxv, 291 p., \[16\] p. of plates : ill. \(chiefly col.\), map ; 25 cm.](#)

### Abstract

Based on the Los Angeles Times series that won two Pulitzer Prizes, this is a timeless story of families torn apart. When Enrique was five, his mother, too poor to feed her children, left Honduras to work in the United States. The move allowed her to send money back home so Enrique could eat better and go to school past the third grade. She promised she would return quickly, but she struggled in America. Without her, he became lonely and troubled. After eleven years, he decided he would go find her. He set off alone, with little more than a slip of paper bearing his mother's North Carolina telephone number. Without money, he made the dangerous trek up the length of Mexico, clinging to the sides and tops of freight trains. He and other migrants, many of them children, are hunted like animals. To evade bandits and authorities, they must jump onto and off the moving boxcars they call the Train of Death. It is an epic **journey**, one thousands of children make each year to find their mothers in the United States.--From publisher description.

ISBN [1400062055](#)

Subject - Lib.Cong. [Hondurans -- United States -- Biography.](#)

[Immigrant children -- United States -- Biography.](#)

[Illegal aliens -- United States -- Biography.](#)

[Hondurans -- United States -- Social conditions -- Case studies.](#)

[Immigrant children -- United States -- Social conditions -- Case studies.](#)

[Illegal aliens -- United States -- Social conditions -- Case studies.](#)

[Honduras -- Emigration and immigration -- Case studies.](#)

[United States -- Emigration and immigration -- Case studies.](#)

Format [Book](#)

Record Number [001380133](#)

OCLC Number [\(OCoLC\)60856186](#)

Holdings [Click here for All items](#)

Location [Central Virginia Circulating Collection : E184.H66 N397 2006](#) [i](#)

[Google Books](#)

[Click to see more information on this title](#)

[WorldCat](#)

[Click here to find this book in other libraries](#)

[Cite this title](#)

Choose format: [Standard format](#) [Catalog card](#) [Citation](#) [Name tags](#) [MARC tags](#)

3. By **Holdings**, click **All items** (near bottom of page).

4. Under **Request**, click **Request this item**.

Holdings

Nazario, Sonia.: Enrique's journey / Sonia Nazario.  
New York : Random House, c2006.  
xov, 291 p., [16] p. of plates : ill. (chiefly col.), map ; 26 cm.

Location CVCC MAIN E1B4.H66 N397 2006

Click on the link "Request this item" to make a hold request.

Select year All Select volume All Select sublibrary All  Hide loaned items

Loan type/status	Due date	Due hour	Campus	Collection	Call number	Description	No. of requests <i>(over/total)</i>	Request	OPAC note	Bar Code
Expand Normal	On Shelf		Central Virginia	Circulating Collection	E1B4.H66 N397 2006	c.1		<a href="#">Request this item</a>		37214000607072
Expand Normal	On Shelf		Central Virginia	Circulating Collection	E1B4.H66 N397 2006	c.2		<a href="#">Request this item</a>		37214000608038

5. Log in with **User name** and **Password** and click **Go**.

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Active Catalog = Central Virginia

In order to place the request, you must first sign-in.

User name:

Password:

Don't forget to sign out if you are on a public or shared workstation.

6. Add any **Optional notification information** or **Notes** (such as alternate delivery to an off campus center site, CVCC email address, cell phone number, etc.) and click **Go**.

After you complete this request, you will be contacted when the item is available for you to pick up. Be sure to remember which pickup location you selected.

Item status: Normal (01) Call number: E184.H66 N397 2006,  
There is another copy of this item on the shelf.

Pickup/delivery location : Central Virginia ▾

Period of interest : from 20081016 to 20081216 (Date format : yyyyymmdd)

Enter optional pickup notification information & note, (e.g., phone number).

Optional notification information:

Note:

7. Your item is now on **Hold**. You will be notified by CVCC email when the item is ready for pickup.

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**Hold Request Details - Jane Doe**

Item has been requested for pickup at Central Virginia.

Period of interest :	from 09/11/08 to 11/11/08
Author of article	
Title of article	
Pages	
First Note (or table no. for closed stack request)	
Second Note	