

USER GUIDE TO SOUL WebOPAC –

Vaze College Library's Online Public Access Catalogue

How to Access?

OPTION 1: Visit [Vaze College Website](#) – click on link to [‘Library’](#) – Go to [‘WebOPAC’](#) page – Click on the [‘SOUL WebOPAC’](#) link

OPTION 2: Click on the following link to directly go to SOUL WebOPAC –
<http://103.57.253.229/webopac/Default.aspx>

OPTION 3: Scan the QR code displayed along side. It has been also displayed in the Library and ground floor foyer.

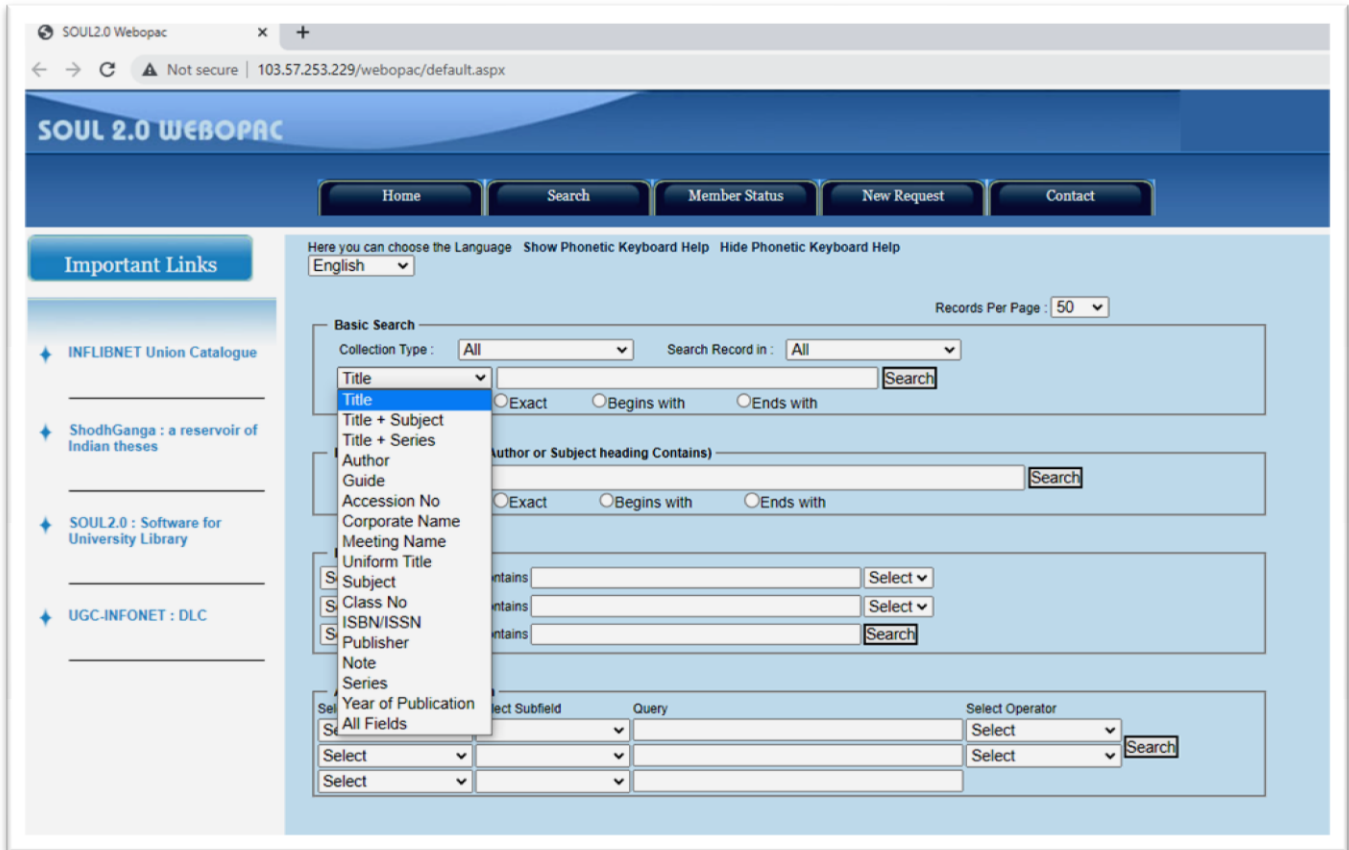


The WebOPAC Home Screen:

The screenshot displays the SOUL 2.0 WebOPAC interface. At the top, there is a navigation bar with buttons for Home, Search, Member Status, New Request, and Contact. Below this, a language selection dropdown is set to English. The main search area includes a 'Records Per Page' dropdown set to 50. There are three search sections: 1) Basic Search with a 'Collection Type' dropdown (set to All), a 'Search Record in' dropdown (set to All), a text input field for 'Title', and radio buttons for 'Contains' (selected), 'Exact', 'Begins with', and 'Ends with'. 2) Free-text search with a text input field and radio buttons for 'Contains' (selected), 'Exact', 'Begins with', and 'Ends with'. 3) Boolean search with three rows of 'Select' dropdowns, 'Contains' text, and 'Select' dropdowns. At the bottom, there is an 'Advanced Boolean search' section with columns for 'Select Tag', 'Select Subfield', 'Query', and 'Select Operator', each with a 'Select' dropdown and a 'Search' button.

METHOD 1: USING BASIC SEARCH -

- 1) You can search a Book by *Title, Author, Publisher*, etc. - Use the Drop Down Menu to select your choice. Refer to the screenshot below:



- 2) Type the required 'Search Term' in the 'Search' Field
- 3) Click on the 'Search' Button.
- 4) Search Results will be displayed. – The results will show 'Title of the Book', 'Author', 'Publisher Information' ('Name of Publisher', 'Publication Place', 'Year of Publication'), 'Total Copies', 'Call No.', 'Accession No.', 'Location' (in the Library – Section Name, Cupboard No. Rack No.), 'Status'(Available / Issued / Withdrawn).
- 5) The following screen is an example of how results will be displayed.

Library, KET's V.G. Vaze College of Arts, Sci. and Comm. (Autonomous)

SOUL 2.0 WEBOPAC

Home Search Member Status New Request Contact

Important Links

- INFLIBNET Union Catalogue
- ShodhGanga : a reservoir of Indian theses
- SOUL 2.0 : Software for University Library
- UGC-INFONET : DLC

Sort by: Select
1 To 50 records found out of 261 Records

<input type="checkbox"/>		Zoology / Author: Bhattacharya, S S and Others. NA Publisher Information: Bombay : Sheth Publishers , 1983. Total Copy: 1 Call no: C591/ Accession no: 125 Location: Main Library:V.G Vaze College Status: Available
<input type="checkbox"/>		Zoology / Author: Gordon, Malcolm S. NA Publisher Information: London : Collier McMillan , 1976. Total Copy: 1 Call no: 591/GOR Accession no: 283 Location: Main Library:RACK-11-B.VGVC 22 Status: Available
<input type="checkbox"/>		Zoology / Author: Bhattacharya, S S and Others. NA Publisher Information: Bombay : Sheth Publishers , 1983. Total Copy: 1 Call no: C591/ Accession no: 126 Location: Main Library:V.G Vaze College Status: Available
<input type="checkbox"/>		Zoology / Author: Bhattacharya, S S and Others. NA Publisher Information: Bombay : Sheth Publishers , 1983. Total Copy: 1 Call no: C591/ Accession no: 127 Location: Main Library:V.G Vaze College Status: WithDraw

- 6) Click on 'Next' to view the next page of Results. Keep doing so to view the rest of the pages.
- 7) Click on 'Back to Search' to go back to the Search Page.

METHOD 2: USING 'FREE TEXT SEARCH' -

- 1) You can search a Book using the key words which will be automatically searched in the 'Title', 'Author', 'Subject Heading' fields. Type the required 'Search Term' or 'Key Words' in the 'Search' Field.
- 2) Select the applicable radio buttons.
- 3) Click on the 'Search' Button.
- 4) Search Results will be displayed as in Basic Search. Further procedure is the same as in Basic Search.

METHOD 3: USING 'BOOLEAN SEARCH' -

- 1) To be used when information of 2 or more fields is known. For example – Title, Author, Subject, Publisher, etc.
- 2) Select the required 'Fields' from the Drop down Menu.
- 3) Type the required 'Search Term' or 'Key Words' in the respective 'Search' Field.
- 4) Select appropriate Operators – 'AND', 'OR', 'NOT'
- 5) Click on the 'Search' Button.
- 6) Search Results will be displayed as in Basic Search. Further procedure is the same as in Basic Search.

- *After searching is complete, please note down the title, author, call nos. of the books that you require and contact the library counter staff for getting the books.*
- *This WebOPAC facility can be accessed 24 X 7 using desktop computers, laptops, smartphones, tabs, etc. having internet connectivity.*
- *In case of any doubts, please contact the Librarian in the Reference Section or Assistant Librarian in the Study Room Section.*

***HAPPY READING AND
STUDYING.....!***