

Océano

Discovery Library

User guide

LAST UPDATE:
11/06/2024

Océano

Discovery Library

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1. Introduction

Océano

Océano is a tool to search and discover bibliographic resources from University of Deusto Library.

Through Océano you may run **global searches** to find both library and external resources, in many cases available in full text.

You may also **directly access** one of the following:

- Databases A-Z
- E-Journals A-Z
- Loyola Digital Library (Loyola Repository)
- Institutional Repository

Moreover, from Océano's homepage you'll have direct access to a series of highlighted databases, RefWorks bibliographic manager, and a link to access library resources from off-campus.

How to access

If you are on campus, you may access Océano via the Library website (biblioteca.deusto.es), or directly by going to ocean.biblioteca.deusto.es

To access from off-campus you may follow the instructions in the Library website, clicking the link to "[Remote access](#)".

Sign in

Why sign in?

If we sign in to Océano we'll be able to:

- See a list of our current loans and requests
- How to request books and place holds on books on loan
- Access to our RefWorks account
- Save searches and records
- Set up alerts for saved searches
- Review the search history
- Select our language of preference: English, Spanish or Basque

How to sign in

To log in, we must click on "Guest" on the top right-hand-side of the page and then on "Sign in".

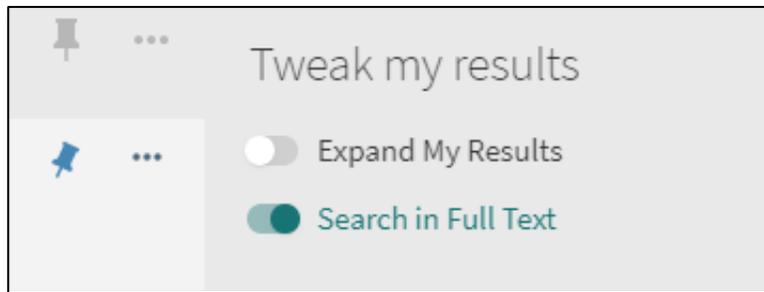
On the following screen enter your Opendeusto or Intranet username and password.



2. Search scopes

Search scopes

1. **Everything**: all the bibliographic resources from the library, both physical and electronic.
2. **Catalogue**: all the bibliographic resources contained in the Library Catalogue, both physical and electronic.
3. **Articles & more**: a search index of articles and other electronic resources from primary and secondary sources subscribed by the library.
To retrieve additional resources that aren't subscribed by the library (not available in full text), check the box "Expand My Results".

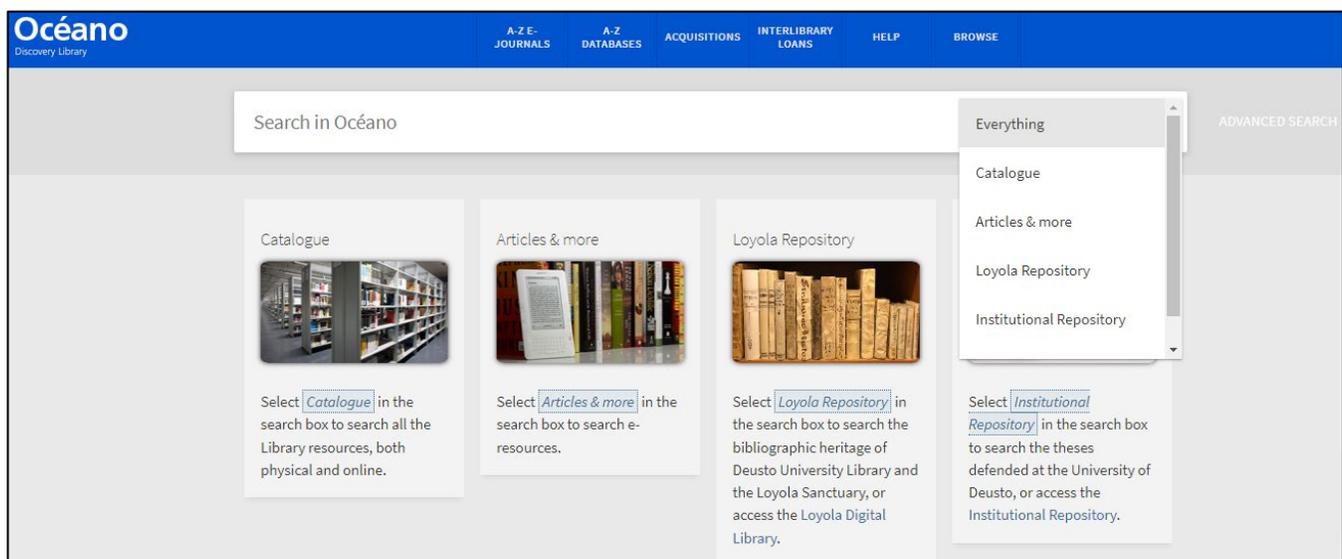


4. **Loyola Repository**: public access to the bibliographic heritage of University of Deusto Library and that of the Sanctuary of Loyola.

Select the search scope

The search scope determines where the search will be carried out. To change the search scope you'll need to select it from the drop-down menu:

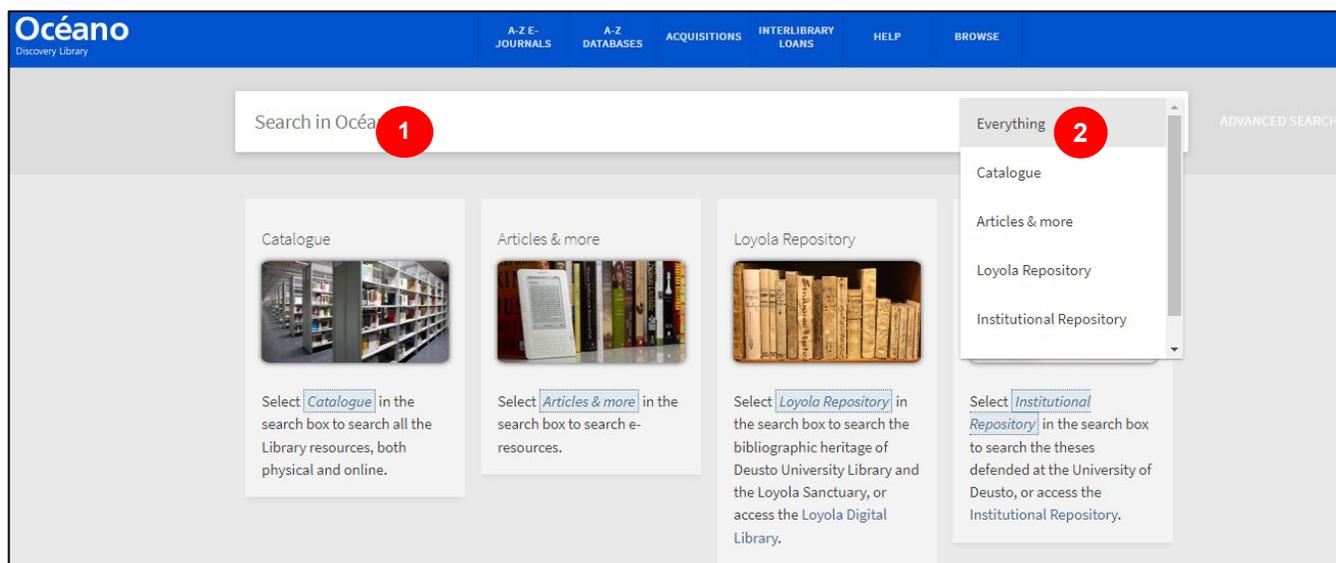
- "Everything": the search will be carried out across all the bibliographic resources of the library.
- Select one search scope: "Catalogue", "Articles & more" or "Loyola Repository".



3. Searching in Océano

Simple search

Searching Océano is easy. Just type one or more words you are looking for, optionally select the search area (“Everything” or any of the different type of resources) and click the **Search** icon.



1 Enter search term(s)

2 Select search scope (optional)

Advanced search

It allows us to select the field we want to search in and build complex queries by means of Boolean operators. Océano allows us to define our search by:

- Title
- Author/Creator
- Subject
- Abstract
- Creation Date
- Doc Number
- Call Number
- Publisher

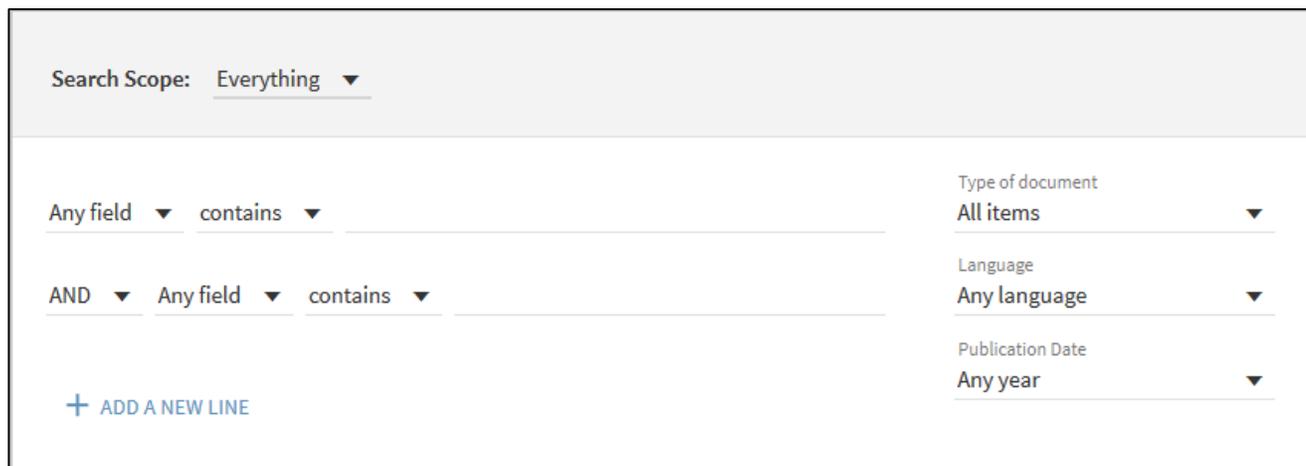
As in any simple search, advanced searches allow us to carry out a global search (Everything) or a limited search related to a certain type of resource (Catalog/ Articles and more/ Loyola repository/Institutional repository).

We can also define our preferences by searching for “Any field” or more specific ones, to which we can apply a double filter by selecting the way they manifest in the document (contains / is (exact) / starts with).

Finally, in order to provide the maximum accuracy, it will be possible to add as many lines as we want (+Add a new line) by using Boolean operators (AND, OR, NOT). Be aware of the possibility of adding more filters at the right hand, related to the type of document, language and publication date.



Search in Océano / Everything   **ADVANCED SEARCH**



Search Scope: Everything ▼

Any field ▼ contains ▼

AND ▼ Any field ▼ contains ▼

+ ADD A NEW LINE

Type of document
All items ▼

Language
Any language ▼

Publication Date
Any year ▼

Search tools

Both from the Simple and Advanced search you may use a series of tools to improve your search results:

- Searching for a phrase
- Searching for any specified words or phrases
- Excluding words or phrases
- Search using wildcard characters
- Grouping terms within a query

Searching for a phrase

To search for an exact phrase, type it between quotation marks. You can combine both words and phrases in your search.

NOTE: If you do not enclose the phrase with quotation marks, the system will find items that contain the individual words in the phrase, regardless of whether these words are located next to each other in the order specified.

For example, to search for global warming as an exact phrase, type “global warming” in the search box:



"global warming" / Everything   **ADVANCED SEARCH**

Searching for any specified words or phrases

You can search for items that contain at least one of the words or phrases you type in the Search box. To do so, type **OR** between the words or phrases.

NOTE: If you search for words or phrases without specifying **OR** or **NOT**, Océano assumes that you are searching for all the specified words or phrases.

For example, to search for items with the word Irish or the word Celtic, type the following in the search box:



A screenshot of a search interface. The search box contains the text "Irish OR Celtic". To the right of the search box, there is a clear button (X), a dropdown menu set to "Everything", a magnifying glass icon, and a button labeled "ADVANCED SEARCH".

NOTE: To use Boolean operators (AND, OR, NOT) within search phrases, you must enter them in uppercase. Otherwise, Océano will consider them as part of the query.

Excluding words or phrases

You can exclude items that contain specific words or phrases. To do so, type **NOT** and then type the word or phrase to exclude.

NOTE: If you search for words or phrases without specifying **OR** or **NOT**, Océano assumes that you are searching for all the specified words or phrases.

For example, to search for items with the word Celtic and exclude any of these items with the word Irish, type the following in the search box:



A screenshot of a search interface. The search box contains the text "Celtic NOT Irish". To the right of the search box, there is a clear button (X), a dropdown menu set to "Everything", a magnifying glass icon, and a button labeled "ADVANCED SEARCH".

Search using wildcard characters

You can include the following wildcard characters in your searches:

? — enter a question mark as a substitute for a missing character in the searched term. For example, type wom?n to search for records that contain the word woman or women.

* — enter an asterisk at the end of a word to find results that contain that term and all the terms starting with that word. For example, type cultur* to search for records that contain words such as culture, cultural, or culturally.

NOTE: The system ignores wildcard characters placed at the beginning of search terms. For example, the system treats the search terms ?aying and *aying as if you had searched for aying.

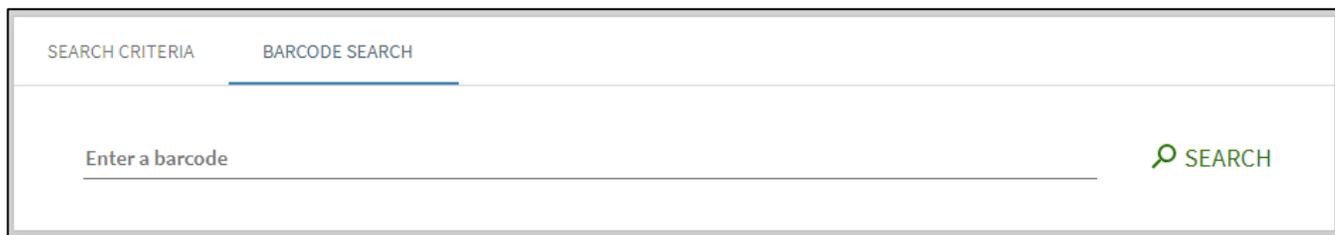
Grouping terms within a query

You can use parentheses to group terms within a query. For example, to search for Shakespeare and either tragedy or sonnet, type the following in the search box:



A screenshot of a search interface. The search box contains the text "Shakespeare (tragedy OR sonnet)". To the right of the search box, there is a clear button (X), a dropdown menu set to "Everything", a magnifying glass icon, and a button labeled "ADVANCED SEARCH".

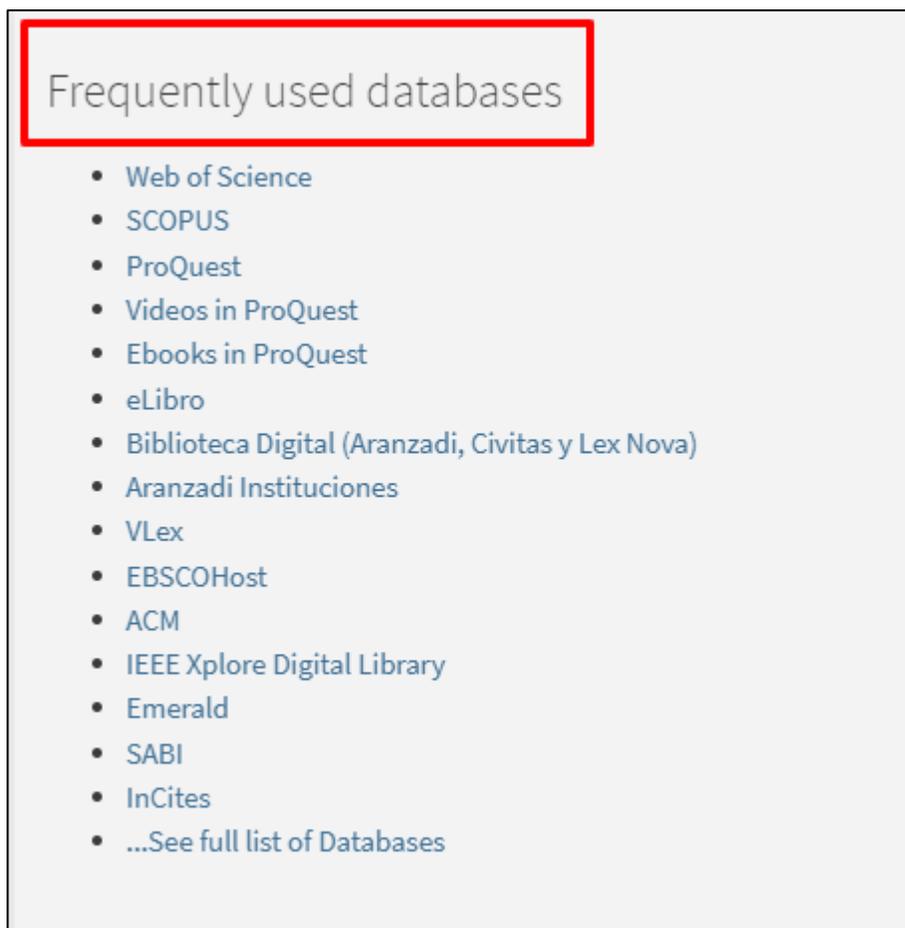
Barcode Search



The image shows a search interface with two tabs: "SEARCH CRITERIA" and "BARCODE SEARCH". The "BARCODE SEARCH" tab is selected. Below the tabs is a text input field with the placeholder text "Enter a barcode". To the right of the input field is a green magnifying glass icon followed by the word "SEARCH".

Databases

We have the option of accessing the most used databases from a list that can be found on the main page of Océano.



The image shows a list of frequently used databases. The title "Frequently used databases" is enclosed in a red box. The list includes:

- [Web of Science](#)
- [SCOPUS](#)
- [ProQuest](#)
- [Videos in ProQuest](#)
- [Ebooks in ProQuest](#)
- [eLibro](#)
- [Biblioteca Digital \(Aranzadi, Civitas y Lex Nova\)](#)
- [Aranzadi Instituciones](#)
- [VLex](#)
- [EBSCOHost](#)
- [ACM](#)
- [IEEE Xplore Digital Library](#)
- [Emerald](#)
- [SABI](#)
- [InCites](#)
- [...See full list of Databases](#)

The option “A-Z Databases” allows you to browse or search a list of databases subscribed by the Library, as well as other open access resources.

To access the list of databases, click on the link at the top of the page:



The image shows a navigation menu with the following items: "Océano Discovery Library", "A-Z E-JOURNALS", "A-Z DATABASES" (highlighted with a red box), "ACQUISITIONS", "INTERLIBRARY LOANS", and "HELP".

From the “Bases de Datos A-Z” page you may:

- Search for databases
- Go to the original databases interface

Search for databases

At the top of the page you’ll see a couple of drop-down menus to filter the list of databases by Subject or Type. There’s also a search box to search for a database by name or keyword.

Go to the original databases interface

Click on any of the databases to directly access its search interface.

E-Journals

If we’re trying to access all the issues or articles published on any given journal, we should click on the “A-z e-journals” link.

We may search for a journal by title, by ISSN or we may also browse an alphabetic list of titles.

4. Results page

In a results page we'll find the following:

- The icon to the left of each record identifies the type of document: article, book, journal, etc.
- Within the results, searched keywords are highlighted in yellow.
- Each record provides links to the full text or information about its availability.
- Results can be sorted by relevance, date, author or title.

The screenshot shows a search results page for the query 'human rights'. The search bar at the top contains 'human rights' and the page is identified as 'Catalogue'. The results are displayed in a list format. The first result is a JOURNAL titled 'Human rights (Chicago, Ill. : Online)' by the American Bar Association, with a 'Full text available' link. The second result is a BOOK titled 'Human rights' by Woodiwiss, Anthony, with a 'Full text available' link. The third result is a BOOK titled 'Human rights' by Kamenka, Eugene, with an 'Available at' link to Biblioteca Bilbao. The fourth result is a BOOK titled 'Human rights' by Davidson, J. S. (J Scott), with no availability link. On the right side, there is a 'Tweak my results' panel with options for 'Sort by' (set to Relevance), 'Show only' (with filters for 'Available in the Library' and 'Full Text Online'), and various subject and library filters.

To know more about the availability of any given resource we'll need to access the detailed record.

Filtering options

The refine search options, on the facets to the right of the results, allow us to:

- Expand results.
- Retrieve only results from Peer-reviewed journals, Full Text Online, Available in the Library or Open Access.
- Refine them by subject, author/contributor, collection, library, date, resource type, language, classification LCC, journal title and new records.
- Filter them by excluding terms, by checking the box at the right side of each option.

The screenshot shows a search results page for the query "human rights". The search bar at the top contains the query and a search icon. Below the search bar, there are options to "Save query" and "Personalize". The results are displayed in a list format, with three items visible. The first item is a journal article titled "Human rights (Chicago, Ill. : Online)" by the American Bar Association. The second item is an article titled "Human Rights" by Basnet, Gyan, published in the Asian Journal of International Law. The third item is an article titled "Human Rights Matter" by Blau, J, published in the Sociological Forum. On the right side of the page, there is a "Tweak my results" panel with several options highlighted in red boxes: "Expand My Results", "Sort by Relevance", "Show only" (with a dropdown arrow), "Peer-reviewed Journals (1,052,415)", "Full Text Online (4,216,095)", "Available in the Library (1,193)", "Open Access", "Subject", "Creator/Contributor", "Collection", and "Library".

Once we have selected one or more refine search options, they will appear at the top, under “Active filters”. To remove a selected filter, we should click on the “X” beside it. Filters can also be locked using the padlock option to set a search pattern that will not restart every time we search for a new term.

The screenshot shows the "Active filters" section of a search interface. It contains a list of filters, each with an "X" icon to the right, indicating that they can be removed. The filters are: "Human Rights", "Peer reviewed Journals" (highlighted in red), "Books", "English", and "J - Political science.". Below the list is a "Reset filters" button with a circular arrow icon.

5. Detailed record

Clicking on the title of each of the search results we can access to their detailed record.

Physical holdings

Physical books, magazines, and CDs or DVDs are easily recognizable, as they include the “Available at” message:



Clicking on its title we'll access the detailed record, with information including:

- Call number for each of the holdings
- Availability of copies
- Loan policy depending on the type of user
- Status: in place, on loan until...
- Request button in cases where this is an option
- Information from the bibliographic record: title, author, subjects, publisher...

BOOK

Aproximación crítica a Ignacio Aldecoa
Lytra, Drosoula. | 1984.

Available at Biblioteca Bilbao Sótano 2 (860(460.15) AI 1.06 Ap 6) and other locations >

TOP

SEND TO

SEND TO

GET IT

EXPORT RIS

REFWORKS

ENDNOTE

CITATION

PERMALINK

PRINT

E-MAIL

DETAILS

LINKS

VIRTUAL BROWSE

Get It

REQUEST OPTION:
Request

Bilbao Library > Sótano 2 > 860(460.15) AI 1.06 Ap 6
(2 copies, 2 available, 0 requests)

San Sebastián Library > Depósito > 860 Aldecoa 1.06 Ap 6
(1 copy, 1 available, 0 requests)

Details

Title	Aproximación crítica a Ignacio Aldecoa
Author	Lytra, Drosoula. >
Subjects	Aldecoa, Ignacio, 1925-1969 -- estudios y conferencias >
Series	Selecciones Austral; 120 >
Publisher	Madrid : Espasa-Calpe
Creation Date	1984.
Format	233 p. ; 18 cm.
General Note	Bibliogr.: p. 221-233.
Language	Spanish
Identifier	ISBN 8423921204
UDC	860(460.15) Aldecoa, Ignacio, 1925-1969 1.06
System ID	991003216979703351

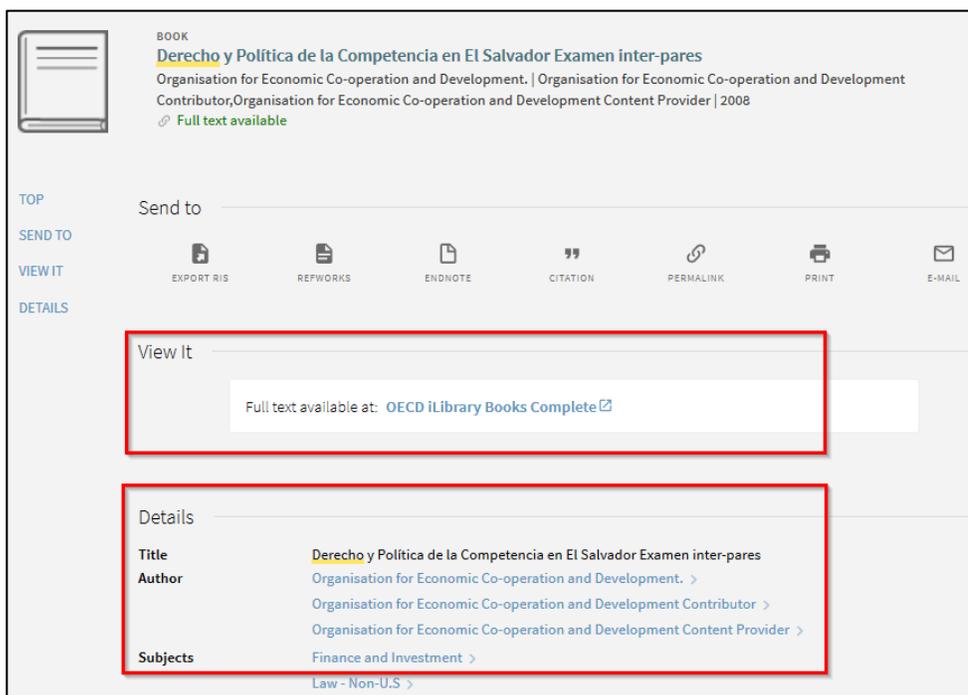
Electronic holdings

Electronic resources (articles in full text, e-books...) are recognizable as they include the "Full Text available" message:



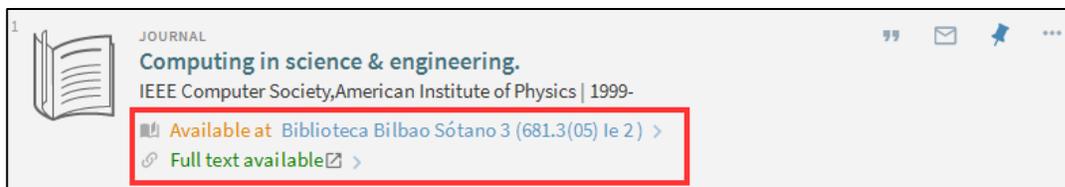
Clicking on its title we'll access the detailed record. From the "View It" section we may access the full text of the document, if available. If there are several links to the full text, each of them will open in a new browser window.

Under "Details" we'll find bibliographic information: title, author, Publisher, date of publication...



Physical and electronic holdings

In cases where both a physical and electronic version is available (a book or journal available both in print and online) we'll see the two messages together: "Available at" and "Full Text Available":



Clicking on its title we'll access the detailed record. From the "View It" section we may access the full text of the document. If there are several links to the full text, each of them will open in a new browser window.

Under “Get It” we’ll find information about its call number and physical copies, their availability and loan policy, as well as their current status and a Request button if this option is available.

Under “Details” we’ll find bibliographic information about the record: title, author, publisher, etc., and in the case of journals also a summary of the print holdings.

View It

Full text available at: [IEEE/IET Electronic Library \(IEL\) Journals](#)

Available from 1999 volume: 1 issue: 1

Get It

REQUEST OPTIONS:

Biblioteca Bilbao Sótano 3 681.3(05) Ie 2 **Call number to locate journals on the shelves**

(0 copies, 0 available, 0 requests)

No items exist. Please refer to the request options above

Details

Title	Computing in science & engineering.
Author	IEEE Computer Society > American Institute of Physics >
Subjects	Informática -- publicaciones periódicas > Proceso electrónico de datos -- publicaciones periódicas >
Related Titles	Earlier Title: IEEE computational science & engineering, 1070-9924
Publisher	New York : Published by the American Institute of Physics and the IEEE Computer Society
Creation Date	1999-
Format	v. : il. ; 28 cm.
General Note	Tít. tomado de la cub. A partir de sept. 2003, sólo disponible a través de Internet Fusión de: Computers in physics, ISSN 0894-1866; y de: IEEE computational science & engineering, ISSN 1070-9924 "A joint publication of AIP and the IEEE Computer Society." Formed by the union of: Computers in physics; and: IEEE computational science & engineering.
Summary holdings	1999-2002 (2003)
Language	English
Identifier	ISSN 1521-9615
UDC	681.3(05)

Available years:
1999-2002: complete interval
(2003): incomplete year

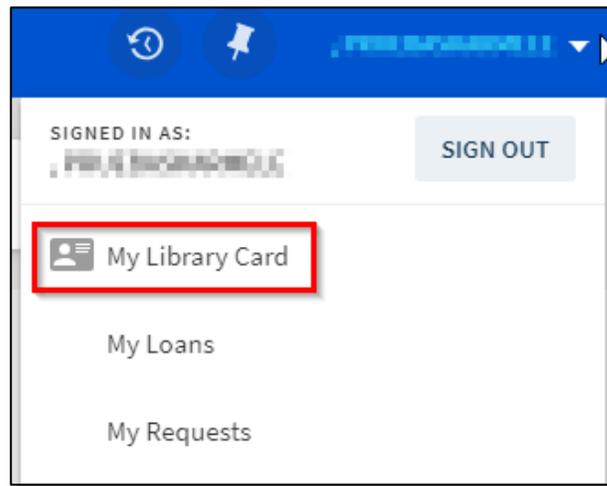
There is also another option available, Monographs that have an electronic version. In Océano, we will display this information in a new field called "Other formats" with the text "Disponible también en línea con clave de acceso".

Details	
Title	Infancia, pandemia y derechos : treinta años de la Convención sobre los Derechos del Niño en España
Author	Martínez García, Clara, directora de la publicación. > Adroher Biosca, Salomé, autora. > Maurás Pérez, Marta, prologuista. >
Subjects	Niños -- legislación -- España -- estudios y conferencias. > Niños (Derecho internacional) -- estudios y conferencias. > Convención sobre los derechos del niño (1989) -- estudios y conferencias. >
Series	Estudios >
Publisher	Cízur Menor (Navarra) : Thomson Reuters Aranzadi
Edition	Primera edición.
Creation Date	2020
Format	1014 páginas : ilustraciones (blanco y negro) ; 24 cm.
Other formats	Disponible también en línea con clave de acceso.
Notes	Incluye referencias bibliográficas.
Language	Spanish
Identifier	ISBN : 9788413450407 ISBN : 9788413450414
UDC	341.231.14
System ID	991006758370003351
Source	DEUSTO_Alma

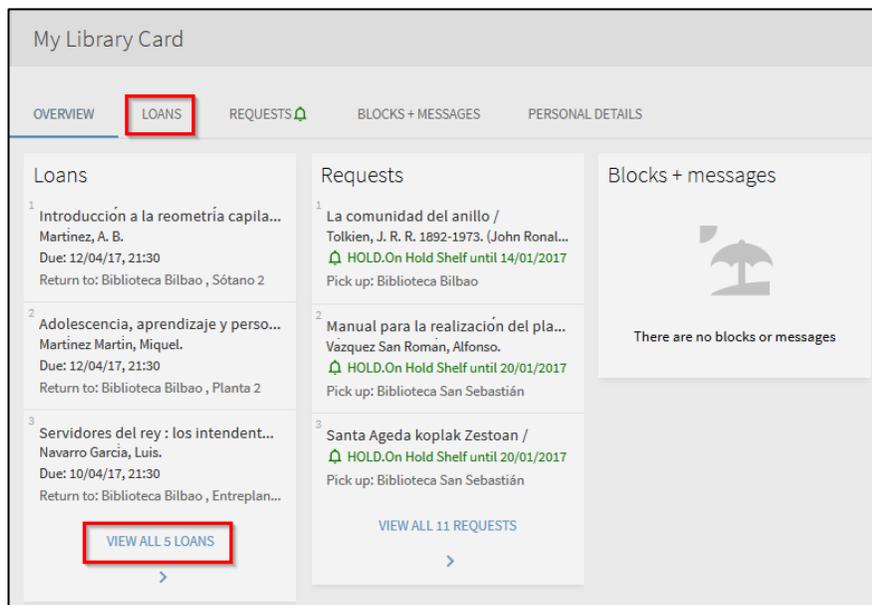
6. Library card

Accessing my current loans

After signing in, on the upper right hand menu we'll need to click on "My Library Card":

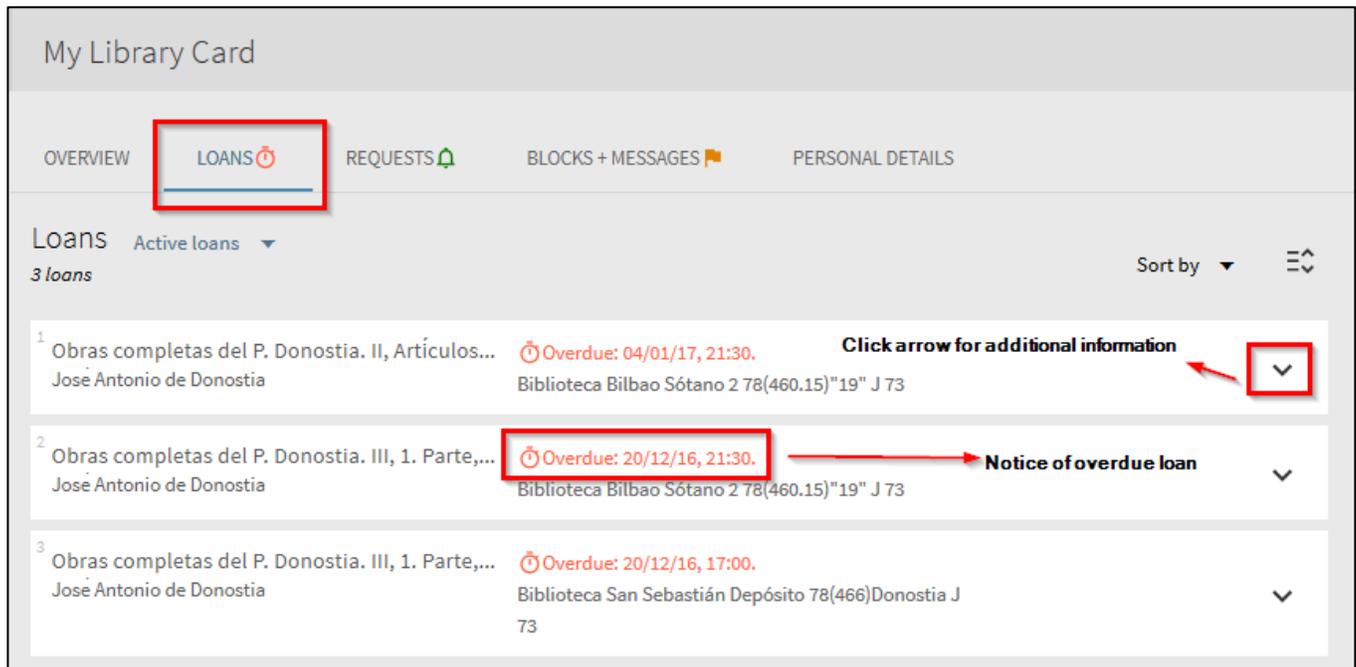


Once on the "My Account" page, click on the "Loans" tab or the "View all loans" link:

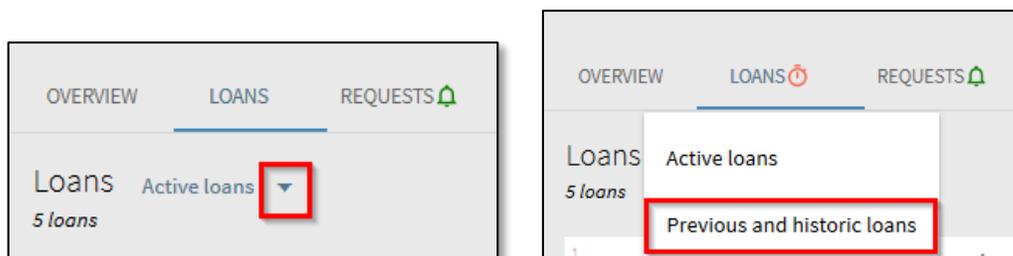


This section will show our books on loan, and their due date. If there were any overdue books, next to the title you'll see a notice in red.

To find out more about any of our loans we may click on the drop-down arrow to the right of each record:

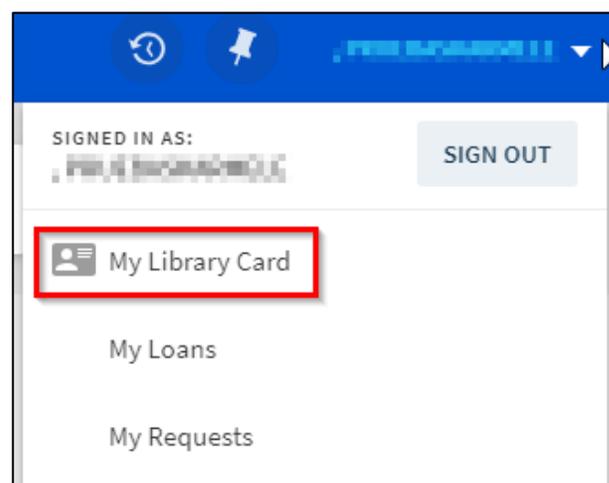


To see a history of our loans, in the drop-down menu next to "Active loans", select "Previous and historic loans":

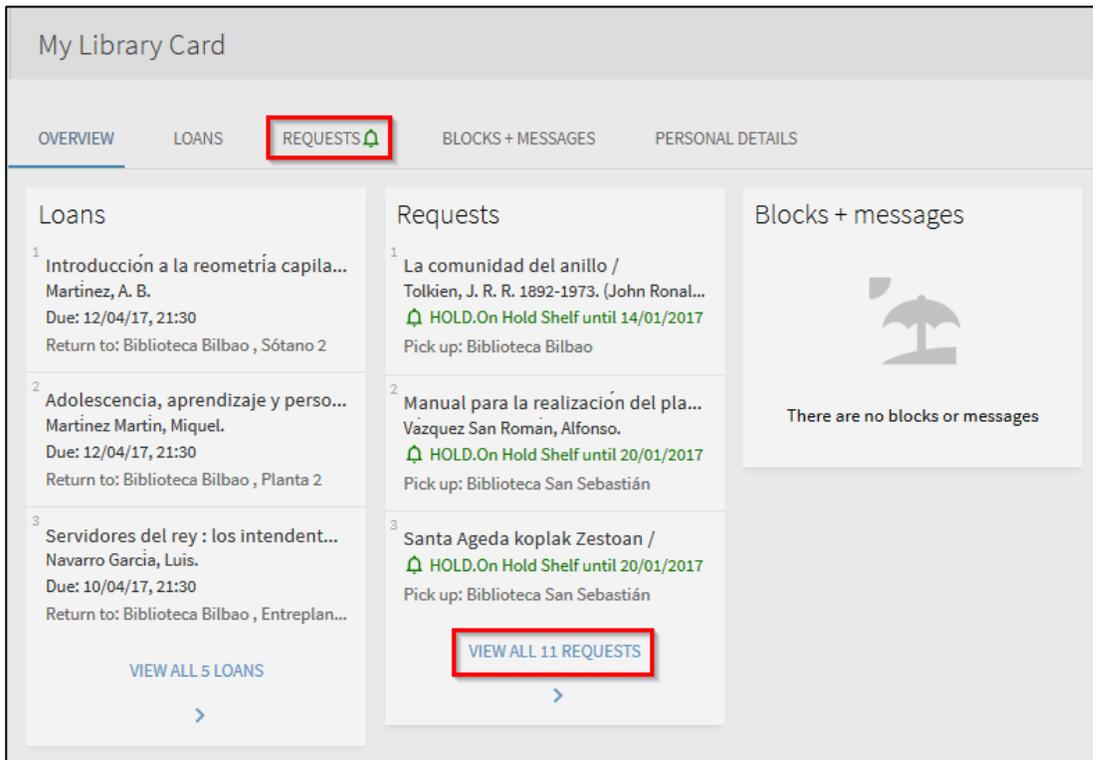


Accessing information about my requests

After signing in, on the upper right hand menu we'll need to click on "My Library Card":



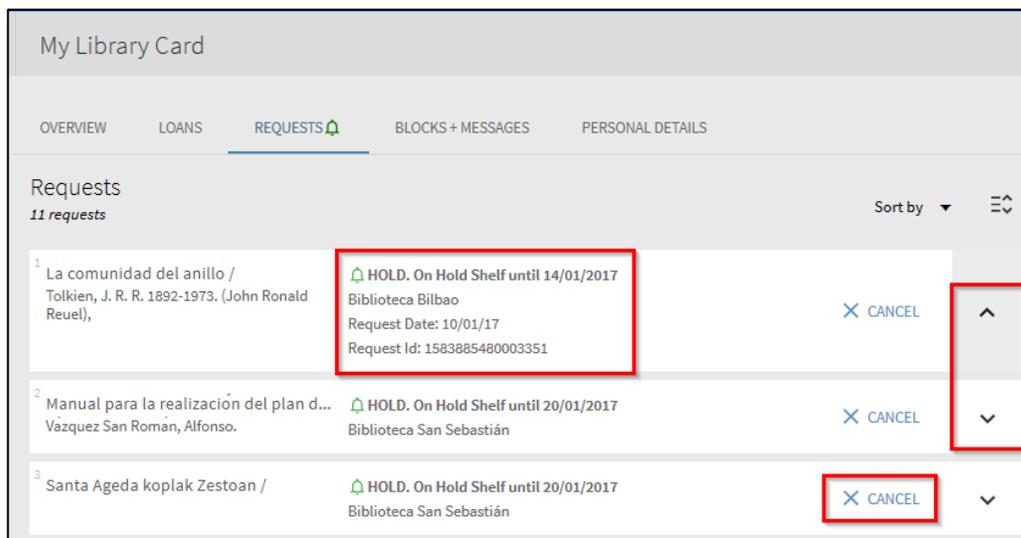
Once on the "My Account" page, click on the "Requests" tab or in the "View all requests" link:



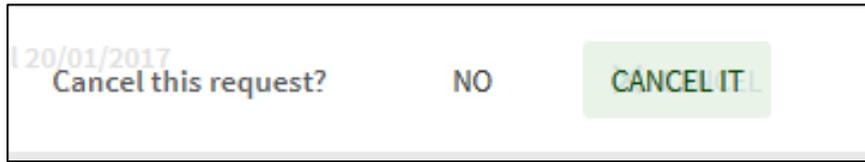
This section will present information about our requests and books on hold:

- Status of a request: not started, in process, on hold shelf...
- Pick up location for the request

To find out more about any of our requests, we may click on the drop-down arrow to the right of each record:



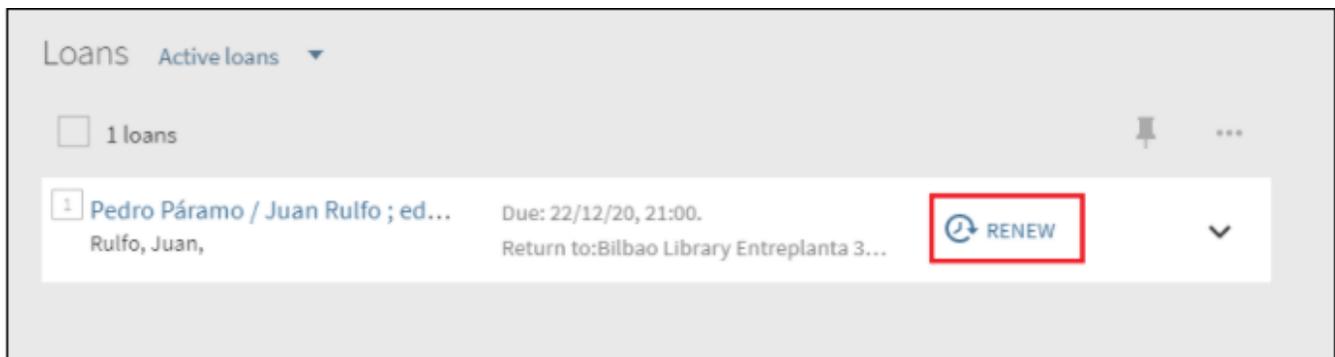
We may cancel a request clicking on the “Cancel” link next to it. A pop-up window will ask us to confirm this action:



To get more information about how to place books on hold or request books from the Closed Stacks area, please see [this section](#) on this very guide.

Renewing my loans

By signing in to Océano and going to "My Loans" it's possible to renew a loan for an extra 7 days, provided there are no requests for the book and that 3 or fewer days remain to its due date.



7. Requests

There are two different kinds of requests available through Océano:

1. For books in the Closed Stacks collection and the Open Access collection.
2. For books currently on loan, regardless of their location (Open access or Closed Stacks)

The steps for placing holds will be the same in both cases.

Sign in:

To be able to place holds we'll need to be logged in to Océano.

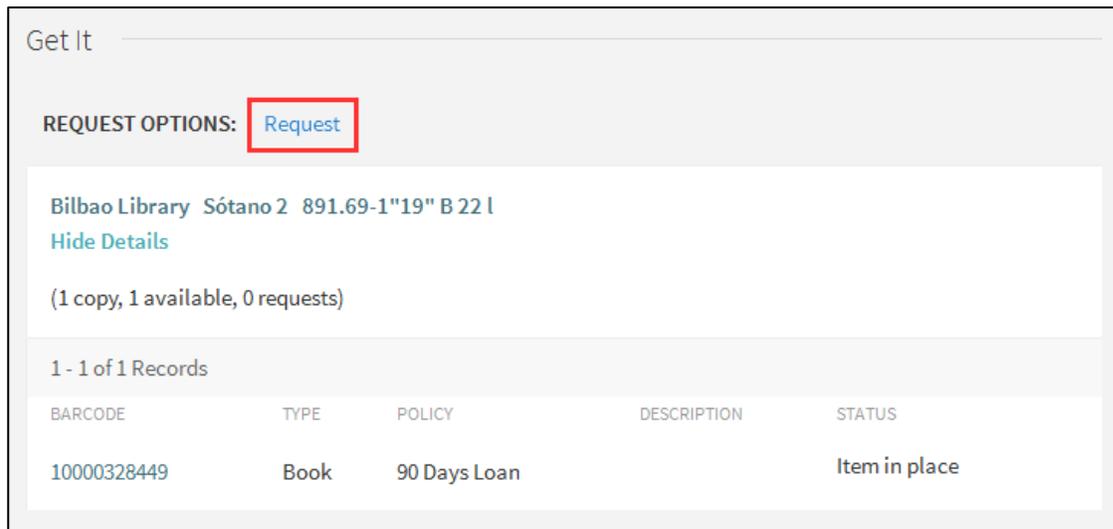
IMPORTANT! If there are any fines in our account we won't be able to submit requests.

How to request books and place holds on books on loan

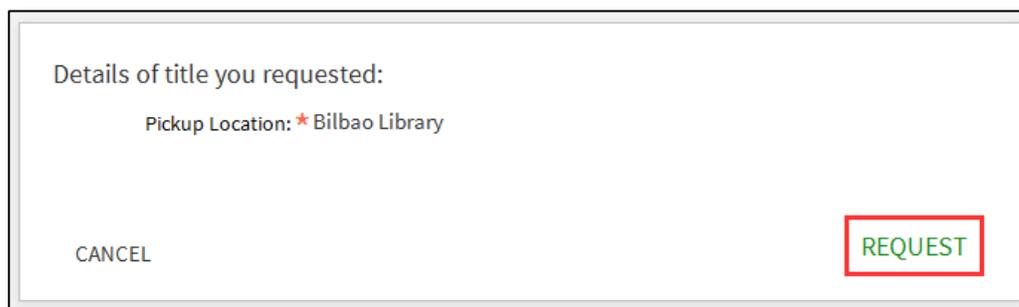
1. Once logged in to Océano, search the Catalogue for the item we need and click on its title to access the detailed record:



2. In the “Get it” section we’ll have a link to “Request” the book:



3. In the following screen, again we click on the “Request” button to confirm:



When the item becomes available, we’ll be notified by email. The book will be on hold for us until the end of the day after we receive the email notice.

We can pick up the book from the Circulation Desk with our UD Card or Library Card.

For more information about the status of our requests, please see [the section about the Library Card](#) on this very guide.

8. My favorites

“My favorites” allows us to save and organize records that we’ve found while searching Océano. To access it, click the “Pin” icon on the upper right hand side of the page.

NOTE: Unless you sign in, any favorites you save will be deleted after closing your browser.

Keep records

We may add records to our favorites by clicking on the “pin” icon to the right of each record in a results page.

When a reference has been added, the “pin” icon will appear crossed out.



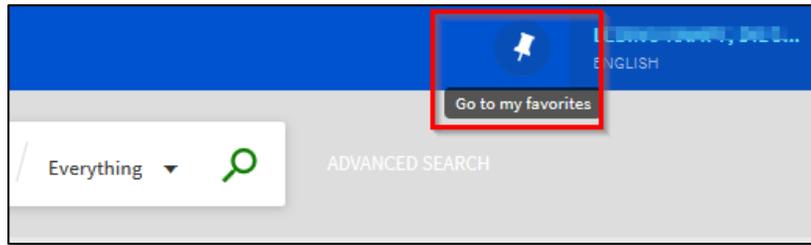
It's also possible to add several documents to My Favorites simultaneously, by clicking on the box to the left of each title and then on the "pin" icon at the top-right hand side of the page:



Seeing kept records

To see the records that have been saved into “My favorites”, click the “pin” icon at the top right hand side of the page.

From the list of records, we may click any title to access its detailed information.



What is a query?

A query is a word or phrase you specify in the search page to retrieve information. Océano allows us to:

- View the current session's queries and results.
- Save a query from the current session in order to use it later.
- Set up alerts on your saved queries to have them run automatically at scheduled times to provide you with updated results from queries.

Saving queries

If we are signed in, we can save a query by clicking the “Save query” link above the list of results:



See saved queries/searches

To access a list of saved searches we should click on the “Saved Searches” tab from the “My favorites” section.

Clicking on their name we can run that search anew, to see an updated list of results.



We may also create an alert for a saved search, so that it runs automatically and sends us an email with a link to the results. To do this, we click on the “bell” icon to the right of each of the saved searches.

NOTE: Unless you sign in, you won't be able to access the Saved Searches section.

What is an alert?

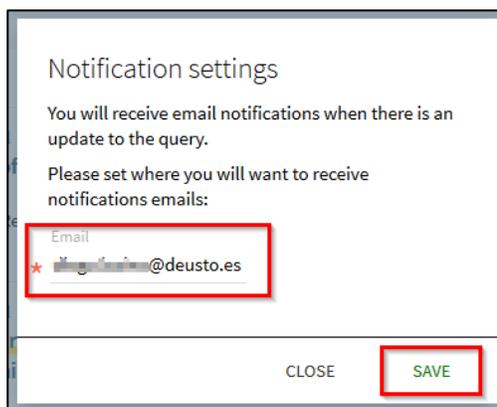
Océano allows us to set up alerts for saved searches: we will receive a notification by email when there are new results for the saved search.

Create alerts

To set up an alert, we will need to have saved a search beforehand:



Next we should click on the link to “Turn on notification for this query” and in the pop-up screen we'll need to confirm the email address where we want to receive notifications:



Seeing and activating alerts

To see the alerts we have created we should click on the “Saved Searches” tab from the “My Favorites” section. We may activate or de-activate alerts by clicking on the “bell” icon to the right of each of the saved searches:



Labels

What is labelling?

Labels (or tags) are words or phrases we can assign to documents to help us organize and retrieve them. Océano allows us to assign as many labels as we want to any given reference or to a group of references saved in “My Favorites”, under “Saved Records”.

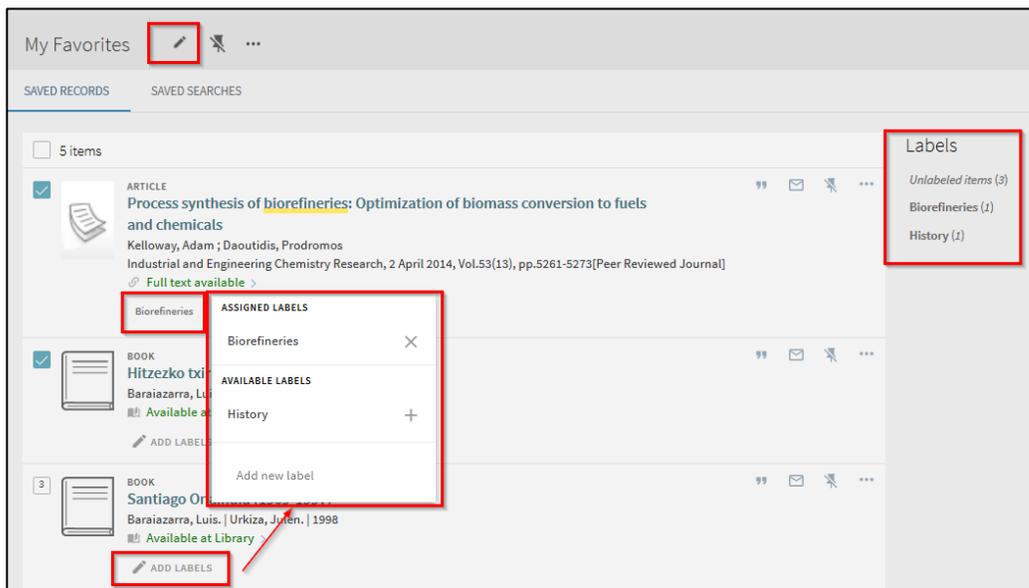
How to apply labels

We may do the following:

- Assign an already existing label
- Create and assign a new label
- Delete labels

To do this, we’ll need to select the reference(s) to label, and click on the “Add labels” button:

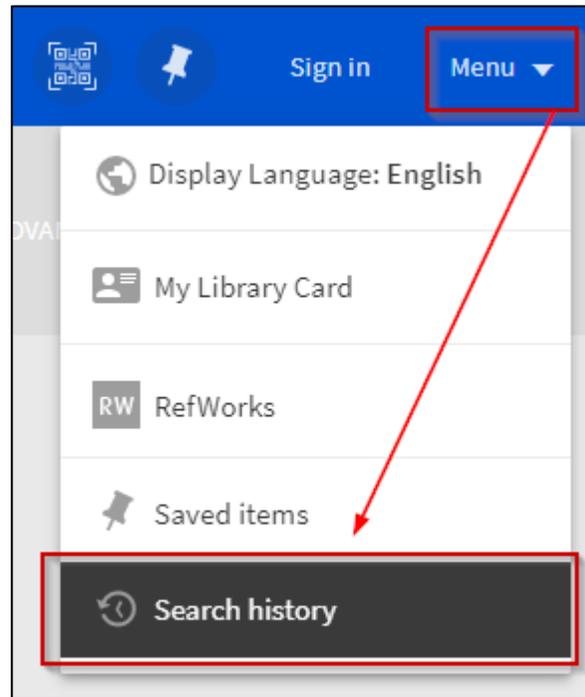
- There’s an “Add labels” button below each reference to assign, add or delete labels individually.
- There’s an “Add labels” button at the top of the page, next to “My Favorites”, to assign, add or delete labels globally when we’ve selected a group of references.



We may click on a label to retrieve all the documents to which we have applied that label.

Search History

To access our search history, we'll click on the Menu button (or on our name if we've already signed in):



Once we have signed in, we may save our searches permanently. To do that, we will click on the "pin" icon:

