

How to View Course Reserves in the Library Catalog

The Course Reserve lists include both required and recommended texts for courses. The lists are scheduled to go live one month before class begins. If you need to search before then you must check the box to include "inactive lists". If ordered materials have not arrived they will not be included on the lists. Here is how to access the lists:

1. Go to cst.edu web page, place cursor over "Library".
2. In the dropdown menu click on "Discovery catalog". In the dark gray banner to the right you will see "Course reserves"- click there.
3. You will see a box to search by "Course Name" or if you click on it you can search by "Instructor Name." Once selected you just fill in the search information. [If viewing more than a month before classes begin, click the box "include inactive courses"]
4. One or more lists will appear in the results. Click the one you want and a list of items requested and owned by the library will appear. Click on individual items to see availability. E-books will open to a viewable link. You will need to have previously set up online access to your CST Library account to access the content.
5. After you have received your student ID number and a library account has been created for you then you can follow the attached instructions to set up access to your account and get access to digital materials in the catalog.

To see if the library owns other materials enter title or author information in the search box without clicking on Course reserves.