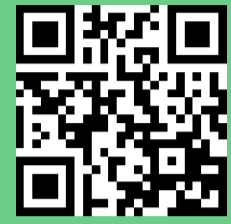


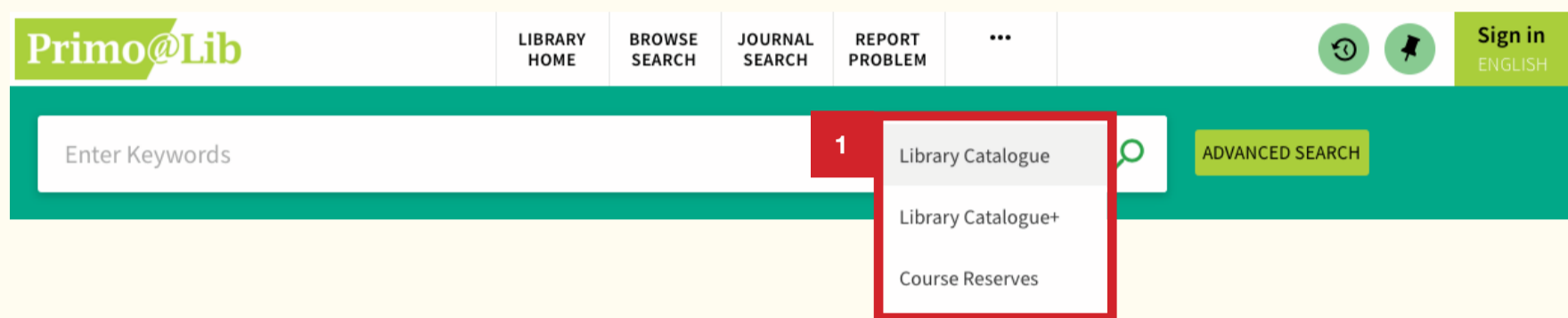
Primo@Lib QUICK START


<http://lib.hkapa.edu>

Read all information on the landing page before you start searching

A. Simple Search

1. You can choose to search in Library Catalogue, Library Catalogue+ or Course Reserves. Please refer to box **1**.



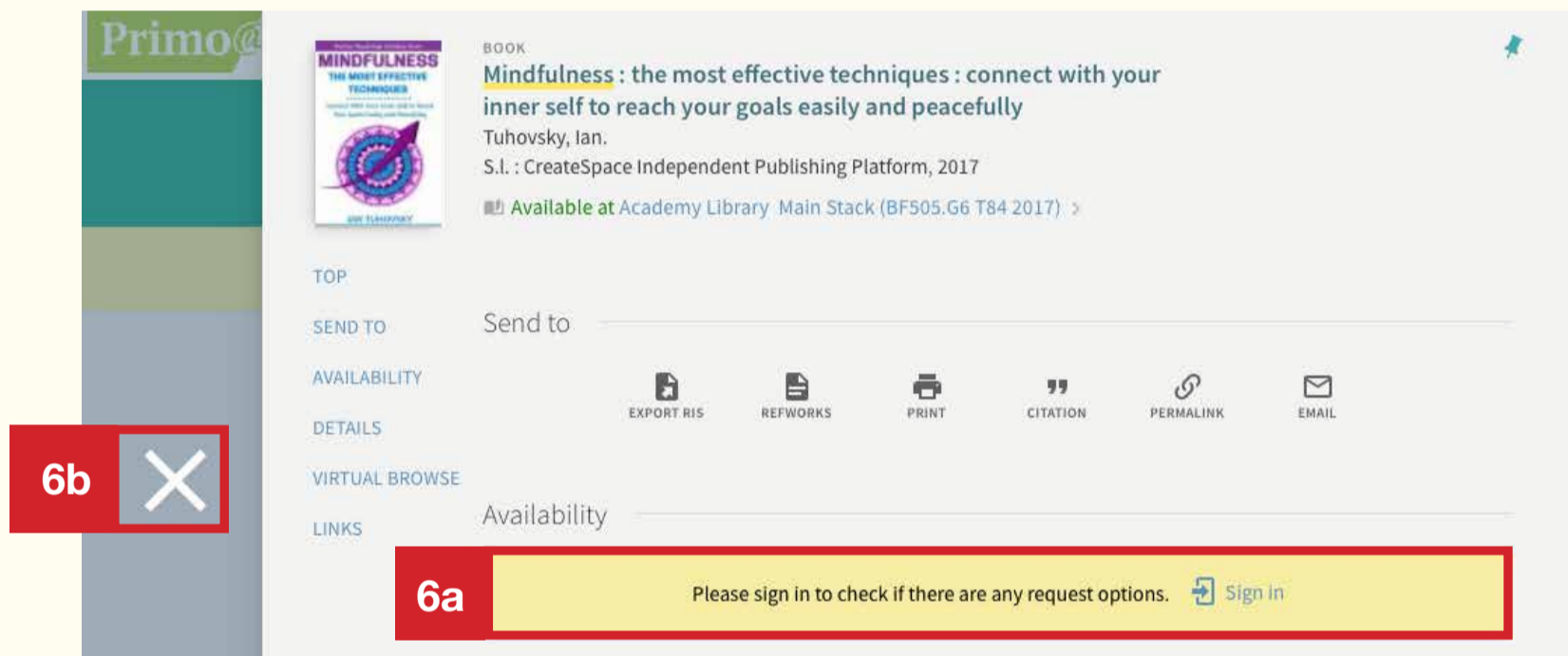
2. By entering a search term, e.g. “mindfulness” you will be presented with results according to relevance. You can change how the results are sorted by clicking on ▼ in box **2**.
3. You can scroll down to see more results or click on the page no. in box **3** to move to other page or the downward arrow to load more results.
4. You can refine your results by clicking on the different criteria listed in box **4** on the right to limit your search.



5. You can click the title of any record (e.g. Box 5) for more information of the item.



6. You may click box 6a to sign in and request items, or click 6b "X" to return to the list of results.



B. Advanced Search

If you are searching for specific item(s), it is preferred to use Advanced Search where you can define the field(s) for searching:

