Using Primo

Primo searches resources in the library (print books and journals, DVDs, etc.) and most of our online resources (ebooks and academic databases).

Access Primo from myeit.eit.ac.nz

Primo is a good place to start, but if you need a more comprehensive selection of resources, you will find these in the Subject Guides.

Search for topic keywords or the title and/or author of a resource you are trying to find.

Use the drop down menu if you want to restrict results to items in the library.

If your results are off topic, rethink the keywords you are using.
Are they too broad or too narrow? Is there subject specific terminology you could use?
Are there alternative terms that could be used? E.g. adolescents instead of teenagers.

Search Tips

- Two or more word phrases can be put in speech marks for more accurate results.
  E.g. “social media”

- To include synonyms in your search, use OR and brackets.
  E.g. “social media” (teenagers OR adolescents)
Use the limiters on the right of the screen to filter your results.

This will allow you to select such things as...

- Online or in the library
- Resource type (see our guide for an overview of different resource types)
- Date range
- Topic

Sometimes there may be different versions of an item. Click the link and ensure you get the one you need.

For physical items, note whether it is in the Hawke’s Bay or Tairāwhiti library; some may be in both.

If and other locations is noted; click the link for more details.

You can also use the limiters to restrict items by location.
Online resources will have a link to access them.

If the link does not work, you could try searching the relevant databases in your Subject Guide for the item.

Speak to a librarian if you need help accessing any online resources.

Sign in to Access Your Details

You need to use your surname and ID number to log in.

Smith, Adam
Accessing your Library Card allows you to check your items on loan, renew them, and check the status of any requests and fines.

### Requests

**Loans**
- Elements of color: a treatise on... Itten, Johannes. DUE: 28/09/17, 2000
  - Return to: Hawke’s Bay Main Collection
- Contemporary color: theory & i... Blencher, Stevens. DUE: 28/06/17, 2000
  - Return to: Hawke’s Bay Main Collection
  - Return to: Hawke’s Bay Main Collection

### Fine + Fees
There are no fines.

### Blocks + Messages
There are no blocks or messages.

**Requesting Items that are on Loan**

When signed in, you can place holds on items that are currently on loan. You will get the option to sign in if you are not already.
Leave Select copy as Any Copy and choose a date when you no longer require the item. Enter your cell phone number if you want to be texted once it is available.

If you need further assistance, feel free to speak to a librarian or contact:

Adam Smith  
Information and Learning Services Librarian  
Phone | (06) 830 1067  
Email | ASmith@eit.ac.nz