Introducing WorldCat Discovery, the library’s new catalog

WorldCat Discovery can be accessed through the search bar on the library’s homepage (pictured below), or directly at https://ingallslibrary.on.worldcat.org/discovery. Use the catalog to:

- Search for library print holdings
- Place holds to request materials
- Find and access full-text articles through electronic resources like JSTOR
- Find and access digitized books
- Find and access digitized photographs from the museum archives
- Search for and request materials not held by the Ingalls Library through interlibrary loan

The Aleph Catalog is now inactive

Key changes include the removal of the “basic catalog search” option on the Ingalls Library website and the function of the “Held by Cleveland Museum of Art” link (it no longer takes the user to the Aleph catalog, which has been replaced by WorldCat Discovery).

Requesting an Item

Search for your item. When you have found the item you want to request, click the item’s title to be taken to a details page.
When you arrive at the details page (pictured below), click the “Place Hold” button near the bottom left of the screen.

You will be prompted to log in. If you have previously checked out items from the library, you should have an account. Log in using your CMA credentials (the username and password you use to log into your computer and email). If you do not have an account and want to register to use the library, or are having trouble logging in, contact syslib@clevelandart.org for assistance.

The login screen is pictured below. Choose the second button for museum staff and follow the prompts to enter your credentials.
The place a hold form looks like this.

![Hold Form Example](image)

The “I want to pick up at Ingalls Library” box is required but does not mean that you need to pick up your item in the library. Let us know where you would like the item delivered by using the “Item description(s)/Notes” section of the form. For example, if you would like the item delivered to your library shelf, specify, “deliver to library shelf.” If you would like the item delivered to your office, specify, “deliver to my office.”

The request screen for serials issues looks slightly different. If you are requesting a serials issue, scroll through the holdings and select the issue that you need. Due to irregularities with migrated serials data, on some titles you may notice the issues displaying out of order. If you have trouble locating the checkbox for the specific issues that you need, choose “Special Request” from the “I need” drop down menu and enter issue information in the Item description(s)/Notes text box.
Viewing your user account

To view your account, sign in using the button at the top right-hand corner of WorldCat Discovery.

Once you are signed in, choose the “My Account” menu option in the dropdown menu. From there you can view your checkouts and the holds you have placed.

Search Scope

The default search scope has been changed from “Libraries Worldwide” to “Cleveland Museum of Art” in order to provide more accurate search results to our users. If you would like to search for items held by other libraries for research purposes or to request an ILL, click the “Libraries Worldwide” box in the “Held by” section of the search facets section and proceed with your search.