**Bibliographic Record Sheet TOPIC:** ……………………………………………………………………………………………………………

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| Use this sheet to record the details of each resources you access for the customer Customer’s Name: ……………………………. Library Membership No. ………… | | | | | | | |
| **Books accessed via the library catalogue** | | | | | | | |
|  | **Library providing access** | **Title, Author** | **Publication details** | **Date retrieved** | **ISBN** | **Access notes,  call number** | **Notes** |
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| eBooks | | | | | | | |
|  | **Library providing access, or Organisation** | **Title, Author** | **Publication details** | **Date retrieved** | **ISBN and format** | **Access notes,  call number, URL** | **Notes** |
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| Online database resources – Journal articles | | | | | | | |
|  | **Library providing access, and Database name** | **Journal name,  Article Author, Article Title** | **Publication details** | **Date retrieved** | **ISSN and format** | **Access notes, call number, URL** | **Notes** |
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| eResources | | | | | | | |
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| Websites | | | | | | | |
|  | **Organisation and Title of website** | **Title, Author of article or page** | **Publication details – date of information** | **Date retrieved** | **Format** | **Access notes, URL** | **Notes** |
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| Personal contact resources from people you have emailed or spoken to | | | | | | | |
|  | **Organisation or Association** | **Person’s name** | **Contact details** | **Date contacted / reply received** | **Format** | **Access notes, URL** | **Notes** |
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