**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** |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |

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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** |
| 1 |  |  |  |  |  |  |  |
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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** |
| 1 |  |  |  |  |  |  |  |
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| eResources |
|  | **Library providing access, or Organisation** | **Title , Author,**  | **Publication details** | **Date retrieved** | **ISBN/ ISSN and format** | **Access notes, call number, URL** | **Notes** |
| 1 |  |  |  |  |  |  |  |
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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** |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
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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** |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |