

WRITING 127 - INTRODUCTION TO LIBRARY RESOURCES

<http://www.lcc.edu/library>



1) PUZZLED BY LIBRARY RESEARCH?

Try **LINKS**, a self-paced online tutorial that guides users through the research process.
<http://www.lcc.edu/library/library-instruction/links>

2) FINDING BOOKS AND MORE – LIBRARY CATALOG

The Library Catalog allows you to search for:

Books / eBooks
Periodicals

Videos / DVDs / CDs
Government Documents

Course Reserves
Audiobooks / eAudiobooks

Websites

To get started, click on the **Library Catalog** link on the library homepage.
 There are a number of ways to search the Catalog including:

Keyword
Author

Subject
Periodicals

Title
Reserves



Example Searches:

Title	Statistical Abstract of the United States	Entire Catalog	
Subject	business communication	E Resources	

3) SOURCES FOR STATISTICS



- The Statistical Abstract of the United States** – a government document available in print and on the Internet. Use the library catalog to locate both the print and online version. See example above.
- Many of the library's research databases have articles and other resources that provide statistical information. Try these databases: **Issues & Controversies** and **Opposing Viewpoints Resource Center**.

- Internet Bookmarks – Statistics**. Find reliable and credible statistical sources from the Internet. From the Library home page click on **Find Websites > Internet Bookmark Collection > Statistics**, or go to <http://www.lcc.edu/library/bookmarks.aspx>.

4) STRATEGIES TO IMPROVE SEARCH RESULTS

- Read and use **Help** information. Help provides details on how to apply the strategies listed below.
- Use **Subjects** to find articles about the subject and **Keywords** to find articles that have the words somewhere in the document.
- Use **Boolean** operators. AND (include all words), OR (include any of the words), NOT (exclude the word)
- Use a **Wildcard** to search variations of a word. Many databases use an asterisk (*).
- Use **Phrase** searching. When searching for an exact phrase put the words within quotations.
- Use **Parentheses** to group complex Boolean searches. Sometimes referred to as nesting your searches.



5) RESEARCH DATABASES – Use these to locate credible sources of information.

The LCC Library subscribes to over 100 electronic research databases. Most of the databases listed below provide articles from **magazines, newspapers and journals**, and other sources like encyclopedias and reference books. To access the research databases:

1. Go to the Library's website at: <http://www.lcc.edu/library>
2. Click on the **Research Databases** link.
3. Click on the letter of the alphabet with which a database title begins. Or click on the **Subjects** drop-down menu to select databases by subject.
4. Choose a database and then click on the title link.
5. **Note:** to connect to the databases from off campus you must enter your LCC Technology User ID and password.

Recommended Research Databases:

- **ABI Inform Complete** – Provides the latest business & financial information for researchers at all levels
- **Custom Newspapers** – Full-text articles from selected national and international newspapers.
- **Business & Company Resource Center** – Information on companies, markets, and industries.
- **Expanded Academic Index ASAP** – Useful for scholarly research in many disciplines including arts, humanities, social science, science, and technology.
- **General OneFile** – Millions of references for articles, books, news sources, and media programs since 1980.
- **ProQuest Central** – A large multidisciplinary research database covering over 160 subject areas.
- **SIRS Knowledge Source** – Provides articles about current social issues, and a helpful list of hot topics.
- **WilsonSelect Plus** – Provides articles from over 800 magazines and scholarly / professional journals.

6) FINDING FULL-TEXT ARTICLES

If only an abstract or citation of an article is available in the research database you are searching, look for one of the links below to search for the full text in a different database:

[Full-Text Options](#)

[Check for Full Text via Article Linker](#)

[Find Full text](#)

The **Find Articles** web page also provides options to search for the full text of an article. Use the:

- [Electronic Journals](#) list to check if the journal the article appears in is available in a different database.
- [Library Catalog](#) to check if the library has a paper or microfilm copy of the magazine or journal.
- [Interlibrary Loan](#) to request a copy of the article from another library.

7) APA CITATION HELP

View examples of APA citations for print, online and media sources, as well as in-text citation. From the library home page click on **Research Help > Citing Sources: MLA and APA** or go to <http://www.lcc.edu/library/research-help/citation/>