

## NEED MORE HELP?

- Try the online tutorial on our website: <http://kcfac.kilgore.edu/library>
- Send an email question through **Ask-A-Librarian**
- Ask for help at the Reference Desk
- Ask for help at the Circulation Desk
- Sign up for Library 101
- Call 903-983-8237 or 903-983-8239

## INSIDE THIS ISSUE:

Finding Resources	1
Remember the Bibliography	1
Journals and eJournals	2
Books and eBooks	2
Online Tutorial	2

# Cause and Effect

## Finding Resources

An excellent place to begin researching a topic is the library's online databases. Specifically, try Student Research Center. This database allows you to research a variety of topics from sources such as newspapers, journals, magazines, and more.

Other library databases will also have information beneficial to your research. I recommend that you search for your topic in the following databases: **Academic Search Complete**, **ERIC (EBSCO)**, **InfoTrac Newspapers**, **MEDLINE (EBSCO)**, **Opposing Viewpoints and Student Research Center**.

If your topic is more than one word long, try putting it in quotation marks. This tells the data-

base to search for the words as a phrase. Mark the **Full Text** box, if you want to see the entire article.

### \*\*\*Off Campus Access\*\*\*

**You can access the databases from home**, if you have an internet connection. Just go to our website at <http://kcfac.kilgore.edu/library>. Click on **Databases & Indexes** or go to the **Database & Index Quick Links**. Use the drop down box to select a database. At this point, a screen will appear asking for your username and password. Your username is your last name. Your password is made up of the first four letters of your last name, the first four letters of your first name,

and the last four numbers of your Social Security Number.

### \*\*\*Printing\*\*\*

You may print from the library computers. Each student is allowed \$10 worth of free printing from the library computers. After the funds in the account have been used, you will be charged for each printed page:

- Black and White—10 cents
- Color—25 cents

### \*\*\*Copies\*\*\*

If you want to make copies, you can purchase a \$2 or \$5 copy card at the Circulation Desk.

## Remember the Bibliography

As your English instructor will tell you, it is important to get all of the information you need to write your bibliography. Make sure you have all the bibliographic information before you leave! It is much easier to get it the first time than it is to come back later and try to find the

right book or document.

To be sure you format your bibliography correctly, use:

*The Little, Brown Compact Handbook.*

*MLA Handbook for Writers of Research Papers*

Class notes from your instructor.



Reference books are great sources of information!

Use the online Library Catalog to find books and ebooks.

Use the Online Tutorial to learn more ways to search.



## Journals and eJournals

The library has journals in print and online for your use. Our journals cover several topics, including education, medicine, chemistry, social work, petroleum technology, and many more.

Ejournals are online journals that you can read from your computer. From the Library's home page, click on **e-Journals** under **Find Articles**. You can enter search terms in the **Find** box to lo-

cate journals that contain a specific word in their titles. The resulting list will show in which databases the various journals can be found. You can also search journals by subject, by clicking on the Subject tab. Use the drop-down box to select the subject for your search.

Once you have gotten a results page, you can click on the title of a database. From here, you can select which year and even

which issue of a journal to search. You can view all available article titles found in a particular issue.



## Books and eBooks

Books on many topics can be found from the library's home page using the library's online catalog. Books that can be checked out of the library are located on the second floor, in the main collection.

The Randolph C. Watson Library uses the Library of Congress classification system to arrange books on the shelves.

The beginning letters of LC call numbers are located on the ends of the shelves, to help you locate books.

Many books are available in ebook form. While we may not have these books in print form, we do have them available to be read from your computer screen.

First, find a book in the Library Catalog. To view an ebook, click on the title in the results page. Next, click the **Linked Resources** where it says **Click to access online book**. Then, click **View this eBook** to go to the book. You may now read the book page by page.

## Online Tutorial

If you were unable to attend a library instruction class, if you slept through the class, or if you just can't remember how to use the library resources, check out the tutorial on the library's home page.

Look for **Tutorials** on the right-hand side of the page, under **Quick Links**.

Some of our vendors provide more information about searching their databases. The tutorial contains information on how to access the vendor

instructions. This is also a good way to get accustomed to using the databases.

Good luck! I hope you all make perfect scores on your papers.