A Guide to Services Provided by VWCC’s Brown Library

This Guide contains an overview of databases for all students, with additional information for English 111 students

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Brown Library
Virginia Western
Community College
Welcomes You!

Library Contacts
General Information:
540-857-7303

Circulation:
540-857-6941

Hours:
Mon.-Thurs. 8 a.m. - 8 p.m.
Fri. 8 a.m. - 5 p.m.
Sat. 9 a.m. - 1 p.m.

www.virginiawestern.edu/library

Revised January 2014
Brown Library’s dropdown menus lead to specific sections for help.

- **Find Books** takes you to the Catalog, Reserves (instructors sometimes place materials on reserve for classes), Ebooks/Audiobooks and Interlibrary Loan (a system you can use to obtain a book that is not in Brown Library from another library).

- **Find Articles** opens up three options:
  - **Databases**, where you will find a list of the databases available for research and information explaining which ones work best for specific research areas;
  - **Periodicals**, where you can view by Subject the magazines available through the library;
  - **Interlibrary Loan**, where you can ask librarians to try to obtain articles for you that are not included in the Brown Library databases.

- **Research Tools** is especially helpful for English 111 students. Eng. 111 has links to the Library Handbook in pdf form, the Library Worksheet example, and a blank worksheet. Completion of the Worksheet is a requirement in English 111.

- **Research Guides** takes you to tips created for finding resources for assignments in a variety of classes.
Brown Library Online

Also on the opening page are links to Distance Learning tips. General Information includes a list of circulation policies for borrowing and renewing books, information on copyright and an introduction to the library staff.

What else can you find in the Brown Library building?

Study Rooms: Equipped with white boards, which can be used for individual or group study; one room set up with AV equipment (media:scape) to permit collaborative work and study by students, with their laptops and/or iPads connected to a large view screen.

Study Seating: Carrels for independent study, plus tables, chairs, and couches for independent and quiet group study.

Technology available:
Desktop computers with MS Office 2013 for research;
2 computers for viewing course-related CD-R’s/DVDs;
1 television with combined DVD/VCR for viewing course-related DVDs and VHS tapes;
20 iPads,
8 tablet computers, with mouse available, for in-library use;
2 calculators for in-library use; headphones and USBs for student in-library use.

Accessing the Library From Off-Campus

You need your Virginia Western Community College username and password to login to the library’s resources from an off-campus computer.

Start your library search from the library’s homepage, and you will be prompted (form at right) when to login.

You do not need to login to Blackboard to do this.
Quick Search in Brown Library

When you open the Library homepage, you will see the prompt below that includes QuickSearch. You can plug a topic into the Search line and quickly identify print books and other materials physically located in Brown Library. You also will see eBooks, e-journal articles, and streaming multimedia related to your topic. QuickSearch works best in these two instances:

**As a discovery tool:** You are uncertain where to start your research and want to search several databases at once to see what’s available.

**Searching more than one subject area:** If you are researching a question that involves more than one topic. Example: “What are the ethical issues in using animals in research?” involves science, medicine, even cosmetics, and many different sources, such as reports, articles and books.

QuickSearch is not good for complex, detailed searching. For that, you need to use the individual databases for books and articles.

You Can Use a Variety of Ways to Search for Books

You can always browse the bookshelves in search of titles, but the quickest way to find a book is to use Linc, the online Book Catalog. The catalog includes print books, audiobooks, electronic books (eBooks), and streaming videos. You will find lots of videos on subjects.

From the Brown Library homepage, click on **Find Books** in the left menu to open a dropdown menu that includes *Catalog*. Select *Catalog* to bring up a prompt like the one below, which offers **Search hints** and options for searches.

The Book Catalog allows several types of searches, **Keywords Anywhere**, **Title begins with...**, **Title Keywords**, **Author (last name first)**, **Author Keywords**, several **Subject options**, **Call Number**, and **ISBN** (International Standard Book Number).

Each type of search returns different results so it is best to try a combination of search types.
**Finding the Books from Your Search**

*Keywords Anywhere* equals the broadest search. To narrow the results, add quotation marks around the keywords you chose, to indicate you want books where the two words appear together. *Title and/or Author* searches can be good choices if you know some words in the title or the author’s name, at least the last name.

Suppose you searched for books by Tim Flannery, who writes about climate. When you get your returns from this search (see below), you will also learn how to find the books listed.

For the electronic or audiobook or a video, click on a link beside the title to bring up the “Borrow” frame (right). When you click on “Borrow,” you will be asked to login to your VWCC account in order to retrieve the book. Again, you will use your my VWCC login and password.

If the book is already checked out by someone else, you will be given the option to place a Hold on the book. This same process works for audiobooks. If you find a Streaming Video related to your search, the link beside it will open the video.

### How To Get the Print Book

If you want the print book, note the number listed with *Circulating Collection*. For example, Flannery’s book, *The weather makers: how man is changing the climate...*, has the call number: QC981.8.C5 F438 2005.

The library’s books are arranged by call number, usually located on each book’s spine. Signs at the end of each shelf identify the range of call numbers on the shelves. You can also ask a librarian to help you find the book.

Before you go to find the book, check to see if the print book is on the shelf by looking under the column *Campus (owned/out)*. The 1/0 listed for the book above means the library owns one copy, and it is on the shelf because 0 are checked out.
Databases: *CQ Researcher*

*CQ Researcher* is a good place to begin learning the library databases. This compilation offers original reporting and analysis on a variety of issues from health to criminal justice and the economy. Its full length articles include a summary of the issue, its history, a chronology of events, and the pro and con of an issue.

The database also includes tips for further research, plus photos, graphics and short features (*sidebars*) related to a subject. The opening page carries a featured issue, a list of "Hot Topics" that are useful for getting ideas for a paper, and recent reports on current issues.

To access *CQ Researcher*, on the library homepage select **Find Articles** and then **Databases** from the left menu. From the center list, select **CQ Researcher Online** to get an opening screen like the one below.

A *Browse Topics* tab near the top of the screen has a drop-down menu that takes you to subject areas. The *Browse Reports* tab allows searches by date, by Issue or by a Pro/Con list of topics.

At the top of the page, you can enter a keyword to do a simple search, or select **Advanced Search** and narrow your search by Dates, Topic and specific sections of a report.

This database contains reports dating from 1923. When you do a search, you also can order the results by **Relevance**, **Newest** and **Oldest**.

As in the Featured Report (*left*), you can select to read a specific section of a report you find.

Or, you can view the most current information, both sides of the issue or find maps, graphics and more details by selecting “More.”
Databases: Issues & Controversies

This database is another good source for information about current issues. You can select from Issues in the Headlines (top right) or choose from Subject Index or Issues: Pro and Con on the left sidebar. When you search this database, you get a variety of returns under the headings: Featured Articles, Breaking News, Editorial Cartoons, By the Numbers and Reference Shelf as seen below. By clicking on a tab, you can change from one list to another. This database has three special sections: Curriculum Tools that helps students avoid plagiarism, Special Features and Need a Research Topic?

Searches, such as the one on health care reform (below), allow you to select types of sources and to search within the results.
Databases: Opposing Viewpoints in Context

The Opposing Viewpoints database specializes in social issues and offers an in-depth look at both sides of an issue. The opening page (above) includes a Featured Video and a slideshow of photos that link to current news.

Browse Issues links to topics in various content areas such as Business and Economics, Law and Politics. Also, the page has links to commentary on current topics and to current articles in the New York Times and USA Today newspapers.

This database is particularly helpful if you are writing an argumentative research paper. For example, if you search this database for information on Health Care Reform, you find a multitude of results that include images, videos, audio, and websites along with articles in Academic Journals, Magazines and Reference books. If you select Maps, you can get statistics related to health issues by state.
Databases: **EBSCO**

EBSCO sometimes will be the only database you will need for research projects because it is a collection of more than 30 databases on subject areas such as business, medicine, and literature. To get to EBSCO from the library’s homepage, click on Find Articles and then on Databases. This brings up a page that includes the link to EBSCO at the top of the center column.

When you select EBSCO, you are directed to a page (right) that has a list of its databases. Here, you have two choices: Click on the Select/deselect all box to choose all, or scroll down the page and check the box beside a single database.

If you are researching a business topic or a company you might want to use both the Business Source Complete and the Newspaper Source Plus databases. Often it is better to select all of the databases.

Once you decide how you wish to search, click on Continue to go to the Advanced Search Screen boxes (right). Next to each box is a drop-down menu for selecting a field such as all text, author, title, subject terms, source, abstract, or ISSN, which stands for International Standard Serial Number (the way regularly published magazines and journals are identified). Making one of these choices is optional. You can simply type your topic into the left box and leave the fields unselected.

On this page, you also can choose several other options, including Full Text articles or Peer Reviewed Articles (instructors often request this source), References Available and Published Date.
Above is the first of more than 800 results returned from a search on the words: **cell phone safety**. This result can be viewed as **“HTML Full Text”** or **“PDF Full Text.”**

The left menu has options for narrowing results by date, or by those with **References**, those in **Scholarly journals** or by **Source Type**, such as Periodicals, News, etc. Normally, the **Periodicals** and **News** source types will be the most useful.

Another way to narrow results is by **Subject**. Clicking on any of the subject areas listed (left) will show the articles specific to that Subject. As with all results from databases, the abstract gives you insight into the article’s content.

When you select articles, you have several options for retrieving them, including **Print, E-mail, and Save**. You also can click on **Cite** to view an example of how to cite the article. Always check those citations against rules for the format your instructor has asked you to use.
Databases: Newspaper Source Plus

Newspaper Source Plus provides articles, current news, and images from more than 1,000 newspapers. It is one of the databases in the EBSCO collection of databases, which means the search functions are similar to those explained for EBSCO overall. Most searches will also include access to up-to-date news on the subject and to images.

Search Options (see graphic below) lets you try a variety of searches on your subject, even selecting the types of publications you want to search. You also can get quick views of charts, maps, and illustrations by date. For example, a general search on coal mining, returns almost 16,000 results, including radio and TV transcripts.

If you choose Newspapers under Publication type and write in Roanoke Times under Publication, you will get 25 results, all related to your local area.

You can further narrow your returns by Publication Date if you slide the bar to the right to select the latest years.

Searches always return links to News (including Associated Press articles) and Web News and to images related to your subject.
In addition to the databases specific to Virginia Western Community College, VWCC students have access to databases offered through the Virtual Library of Virginia (VIVA). VIVA is a consortium of the nonprofit academic libraries in Virginia. Members include all of Virginia’s state-assisted colleges and universities, as well as 33 private, nonprofit institutions and the Library of Virginia. A link to this is on the Brown Library databases page.

Many of the resources in VIVA duplicate what is listed on the Brown Library pages, but there are others of special interest, including many specific to industry segments such as agriculture, computing, mining, hospitality and tourism, and engineering.

You can also gain access to economics journals in Portuguese and Spanish and to Spanish journals in a wide variety of disciplines.

Outstanding here, too, is the collection of eBooks in Safari Books Online. This collection of more than 5,000 electronic books covers technology and business topics including: certification practice exams, databases, desktop applications, e-business, graphics, hardware, Internet, IT management, markup languages, multimedia, networking, operating systems, programming, security, software engineering, web development, Windows, and more. Other collections to visit here include:

Books @ Ovid, a full-text collection of 12 nursing books published by Lippincott Williams & Wilkins;

African-American Poetry, 1760-1900: Includes poems by 54 African-American poets;


Military & Government Collection: among this rich database are more than 4,000 articles about drones.
English 111 Library Research Worksheet MLA SAMPLE

Please use this sample completed worksheet as a guide in complete your English 111 Worksheet. Consult The Little, Brown Compact Handbook (8th ed.) for more information.

Choose a Research Topic: Coal Mining

Step A: Books in the Book Catalog
Use the book catalog to find two books about your topic, a hard copy book and an electronic book. The hard copy books will have call numbers. Write down the call number for each print book. Next, make a citation for both the print book and the electronic book.

   Author: Montrie, Chad. Title: To Save the Land and People: A History of Opposition to Surface Coal Mining in Appalachia. Chapel Hill: U of North Carolina, 2003. Print. Place of publication, Publisher, Date

2. Electronic Book (Call up the book and look for the citation example on that page; do not use the catalog citation example)

Step B: EBSCOhost: Academic Search Complete
EBSCO has many databases, but you are to use the Academic Search Complete database. The sample worksheet shows two examples of materials you will find, magazines and newspapers or journals. Please find one full text article and follow the example that applies.

Journal Example

Magazine Example
Step C: CQ Researcher

*CQ Researcher* was *Editorial Research Reports* until 1991. The sample worksheet example is from CQ Researcher. If you find an article from Editorial Research Reports, substitute that source in the citation.


Step D: Newspaper Source Plus

Provides cover-to-cover full text for 131 national & international newspapers.


Step E: Issues & Controversies

None of the articles in this database have authors. Start your citation with the article title. All articles in this database come from the periodical titled *Issues & Controversies On File*. Please note that the periodical title and the database name are slightly different.


Step F: Opposing Viewpoints Resource Center

This database includes newspapers, magazines, journals, and articles from books in the Opposing Viewpoints series. The sample worksheet shows examples for articles from a book or from a magazine. Find only one article and follow the appropriate example.

Book Example


Journal Example  (Has two authors. Name of magazine is *Foreign Policy*)
