

Your name _____

Due date _____

Instructor _____

Class time _____

ENGLISH 101-a

THE LIBRARY: BOOKS AND DATABASES

After an introduction to the Allegany College of Maryland Library, you will be ready to complete this brief assignment. It will be based on a topic of your choice, so begin by choosing an area in which you're interested.

TOPIC: _____

PART 1 - Finding books at the Allegany College of Maryland Library

1. **CIRCULATING COLLECTION--ONLINE CATALOG:** Locate a **book** about your chosen topic. After you select your title, choose full display by clicking on the title link and write the bibliographic information for one book. **DO NOT USE items that have 'Docs' in Location or items that are 'in processing' (see Status field), or a nonprint item from either the nonprint collection or the Serenity Room. Check the status first to be sure the book is in the Library, before you fill out the form below!**

(title)

(author, if any--last name first)

(place)

(publisher)

(date)

(location)

(complete call number)

(status)

REMEMBER: Click Logoff and then, to end your session, click Logoff again to exit database.

Find this book on the Library shelf. Write down **one** entry from the **index or a chapter name from the table of contents** related to your topic. Let a librarian know if you can't locate the book on the shelf.

2. **REFERENCE COLLECTION:** Look around in the Reference Collection and find a source, other than a general encyclopedia or periodical index, which addresses your topic. (**Use the first letter of the call number from #1 as a guide:** _____). If you cannot find a book about your topic, ask a librarian for help.

(title of book)

(complete call number)

Allegany College of Maryland Library

→ **PLEASE TURN THIS SHEET IN AT THE REFERENCE DESK** ←

PART 2 – Finding an article using an online database. From the Library’s home page - www.allegany.edu - click on **ONLINE DATABASES**, then select the database suggested to fill in the citation information in items 3 & 4.

3. **Academic Search Premier:** Use this database to find an article related to your topic.

(title of article)

(author, if any--last name first)

(SOURCE--full title of magazine)

(date of magazine)

(vol.) (issue)

(page number)

(accession number- if available)

(database name)

(date retrieved)

4. **SIRS Knowledge Source:** Select **Subject Headings** search from the “Search” box and type in your topic. If you don’t find information with a subject search, try a Keyword/Natural Language search. After you have selected an article, click on “Source” (above article). **DO NOT CHOOSE WEB SITES FROM THE RESULT LIST.**

(title)

(source)

(publication date)

(author)

(page number)

(database)

(date retrieved)

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