English 100 (2/21/18) Prof. Sanchez

Library Basics (10 minutes)

Materials: Powerpoint, Library website, Library Information/Services (Handout)

- Welcome; Objectives for the LIS
- Hours, Student ID Card
- Library Layout (General Collection v. Reference/Reserves)
- Circulation Desk
- Books (General Collection, loan periods, fines)
- eBooks
- Reference materials
- Reference and Help Desk
    - Reference Librarians
    - Students can contact us via Chat and phone during open hours, and email during closed hours
    - Book a Librarian service from home page
- Other Library Services
    - Reserves
    - ILL

The Library Catalog (10 minutes)

Materials: Powerpoint, Library website, LibGuide

- Using the Catalog
- Explanation of Library Catalog
- Getting started, basic searching
- Organization and location of books in Library (LOC)
- Finding eBooks

Education System Assignment and Library Databases (30 minutes)

Materials: Powerpoint, Library website, LibGuide

Activity: 10 minutes of practice searching Library databases

Choosing a database

- Reference *(GVRL)*

- Current Issues *(CQ Researcher)*
- Academic Journals *(EBSCOhost, JSTOR)*

Using *GVRL* to find reference information (with examples)

Using *CQ Researcher* to find reports that provide current event/issue background context

Using *EBSCOhost Academic Search Complete* to find academic journal articles (with examples)

What is a peer-reviewed journal article? How is it different than other materials?

Parts of an Article

- Title, Abstract, Journal Title, #of Pages

Search Strategies

- Entering your keywords using Boolean Operators (AND, OR, NOT)

Search Tools

- Broadening and Narrowing a Search
- Limit to full text and/or peer-reviewed journals
- Date range search Limiter
- Saving or emailing a search
- Citation options

Class Activity: Practice with Databases using Activity Section on LibGuide

LAN School Quiz