

College of Alameda Library

<http://alameda.peralta.edu/library>

LOCATING BOOKS:

The Library Catalog lists books, audiocassettes, and videos located at College of Alameda, Laney, Berkeley and Merritt Libraries. To search the catalog you will need to use a computer with Internet access. To search the catalog from computers in the library:

Click on **Book Catalog**

Type your main keywords into search box following the Keyword box

Use the **collection drop down menu** to select the **College of Alameda** (limits to books at COA)

Click on the **Submit button**

Write down the call numbers for books that are relevant to your topic (note location and check out status)

Look for books on the library shelves using the pink call number handout.

LOCATING ARTICLES:

The library subscribes to several databases. The databases include information such as magazine articles, book reviews and newspaper articles. Use any of the computers in the library to search the article databases by clicking on **Article Databases** on the computer screen. Read the description of each database and click on the name of a database that covers your topic. You must type in a username and password to access the databases from off-campus (see the "Off Campus Access" handout).

Specific Databases:

- **Expanded Academic ASAP** - Articles in magazines and scholarly journals about current events and issues, people, book reviews, places and ideas.
- **Academic Search Premier** - Provides FULL-TEXT for over 1,530 journals covering such subject areas as the Social Sciences, Humanities, General Science, Health & Medicine, Literature and Multi-cultural Studies, the Arts, Business, Sports, & much more.
- **Ethnic Newswatch** – Articles in newspapers, magazines and journals of the ethnic, minority and native press.
- **Lexis Nexis Academic Universe** - Full-text newspaper, magazine, and journal articles with coverage back to the 1970s.
- **SIRS Researcher** - articles, documents and graphics including many magazines, journals, and newspapers
- **CQ Researcher** - explores a single "hot" issue in the news in depth ranging from social and teen issues to environment, health, education and science and technology. Features comments from experts on all sides of every issue, charts, a chronology, and bibliographies.

SEARCHING IN DATABASES:

Decide how to search

- **Keyword** - use for combining more than one concept using the word AND
- **Subject** – use for a single concept

Limit Options

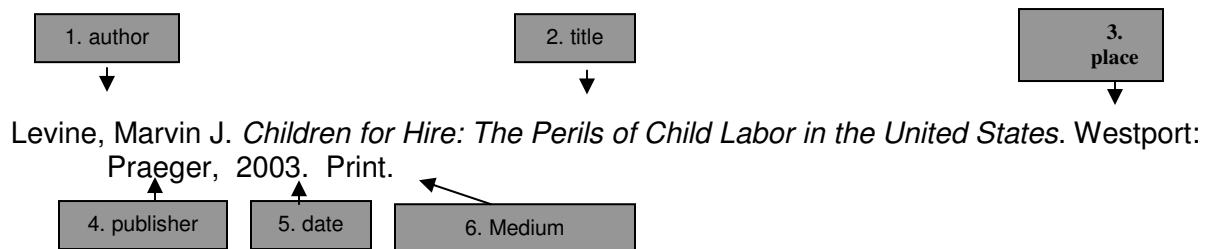
- **Peer Reviewed** – these are refereed journals that tend to be more academic or scholarly.

Refine Search

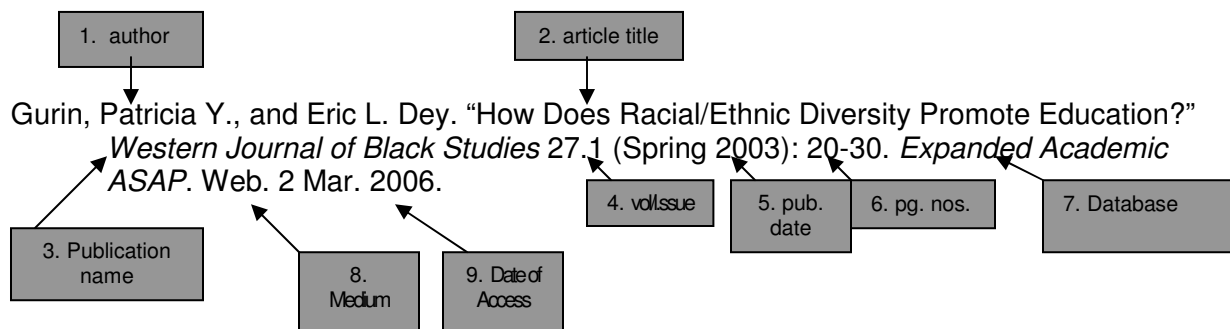
- **Subject Headings** – these are terms used by the database to describe articles. Use these words to create new searches in the database.
- **Narrow by Subdivision** – the database may list subdivisions for a broad subject. Use these to narrow your search.

CITING SOURCES USING MLA STYLE:

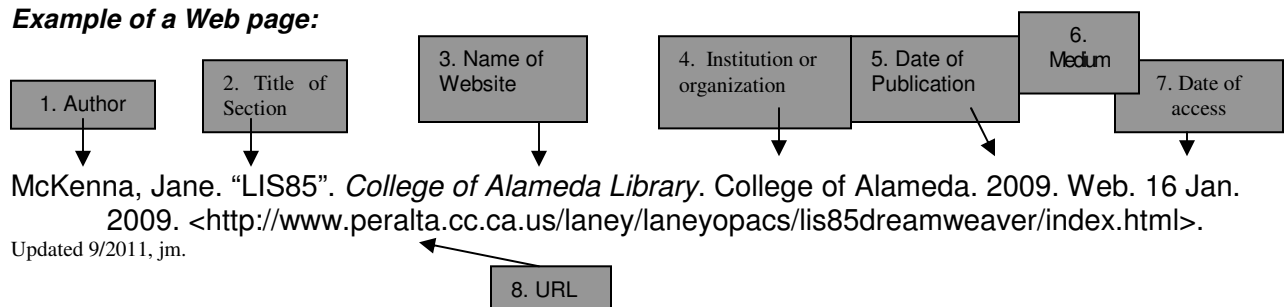
Example of a book citation:



Example of an article from the online periodical database called Expanded Academic ASAP:



Example of a Web page:



Student's Name: _____

Library Worksheet

Directions: Search your topic in one of the **Article Databases** listed above and select an article that is relevant to your topic. Complete the following information about the selected article:

Author(s):

Article Title:

Name of Publication:

Volume/issue:

Date of Publication:

Page numbers:

Database Name:

Medium Type (ex. Print, Web, Radio, Television, Film):

Date of Access: