Library Research Tools

1.1 Welcome

The following will provide you with review of the tools available to you via the library's website that can help you to locate articles and ebooks and details on how to get help from a Nash Library and Student Learning Commons Staff.

A Power Point of this presentation along with links to pages shared in this tutorial are available by clicking on Resources in the top right-hand corner of this player.

Use the Next and Previous arrows in the bottom right or the inserted Continue button to advance to the next slide.

Notes:
1.2 Untitled Slide

Objectives

01 Locate needed tools and resources via the library website.
02 Use advanced searching techniques within databases.
03 Locate available full text items within library databases.
04 Understand available Inter-Library Loan Services.
05 Locate librarian contact information for additional help.
06 Access Writing & Research Center online appointment tool.

Notes:

1.3 Main Menu

Main Menu

- Website & Resources
- Finding Full Text
- Interlibrary Loan
- Getting Help
2. Website/Dbases

2.1 Starting Point

2.2 Library Research

Notes:
Research_WhereToStart (Slide Layer)

Where to start: finding an article within the library's collection of databases, a specific journal title within our subscriptions, and searching for a book or ebook.

Research_LoginAccess (Slide Layer)

When attempting to access a provided resource from the library's website, users are prompted with the OpenAthens login page in order to access the resource's search interface.

Username and passwords are the same as used for accessing the my.gannon portal and Blackboard.

Login/Access Information: All of the library electronic resources included on the library & learning commons website are available to you using our OpenAthens Authentication tool. Just enter your Gannon user name and password.
Visit the list of specially developed Research Guide webpages highlighting online and library resources for your program, course, library resources or topics.

Librarians and consultants from the Writing & Research Center are available to assist you with questions as you do your research assignments. Tutorials are available to learn about our resources as you need them.
Research_Citations (Slide Layer)

Picture Banner: Library Research

Along with working with a Writing & Research Center consultant the library provides online guides for various citation formats.

Research_ILL (Slide Layer)

Picture Banner: Library Research

What is Interlibrary Loan?

Interlibrary Loan (ILL) is a service for Cannon students and faculty used to request articles or books not available full text in our resources from other libraries across the U.S. and around the world.

The service uses the ILLiad interface allowing Cannon Iusers to create a unique account for making requests. All communications are done electronically using existing Cannon email accounts.

Visit the Interlibrary Loans page for more information.

Things to know about ILL?

Click the next button to continue

When you find an article or book for your research and it is not among the current resources, students and faculty can use our Interlibrary loan service to request materials from other libraries.
2.3 Library Services

**Picture Banner: Library Services**

Details on:
- Library & Learning Commons department and building areas and equipment
- User loan period for print books, DVD's and Laptops

2.4 STEM

**Picture Banner: STEM Center**

Details on STEM Center Services including:
- Tutoring services
- My WConline appointments
- STEM PASS sessions.
2.5 WRC

Picture Banner: Writing & Research Center

Details on Writing & Research Center Services:
- My WConline appointments
- Consultants
- CHESSMate sessions
- Sanner Presentation Studio

2.6 Untitled Slide

Use the myWConline service button to get directly to the STEM/WRC appointment tool.
2.7 Booking

Picture Banner: Reserve a Space

Online reservation tool for study rooms, media study rooms, conference room and large room meeting spaces.

2.8 Untitled Slide

Using the Reserve a Model or Laptop service button, students and faculty can reserve library laptops, anatomical models and molecular model kits for building use.
2.9 ResGuides

Picture Banner: Research Guides

Direct link to list of specially developed Research Guide webpages highlighting online and library resources for your program, course, library resources or special topics.

2.10 OneSearch

One Search – Discovery

Our One Search tool, provides users with the ability to search all library databases, our print collection and more than 100 open access collections found on the web.

- Search results default to only items available full text
- Allows searching with more generalized terms, similar to Google searching
- Uses same interface as our other EBSCOhost products.
- Expands search to include additional articles available from free online sources

Notes:
2.11 One Search

One Search

The video below provides an overview of our One Search tool interface.

Notes:

2.12 Find Articles

Click on the markers to learn more about each tool

1. One Search

Need to find an Article and just starting your search?

Search across all databases

Or go to the Databases (A-Z Resource List) and select one of our research databases

2. Looking for a specific database (such as Academic Search or CINAHL)?

Go to Databases (A-Z Resource List)

Looking for a specific article?

Go to the One Search when you only know the article title

Looking for a specific journal?

Go to: Full Text Journal Title Search

Notes:
2.13 Untitled Slide

Provides a listing of all of the library's current searchable indexing tools including products from EBSCOhost and others as noted below:

Additional Databases
Visit (click on) each of the databases around the circle to learn more about their content.

Icon 02 Layer (Slide Layer)

Provides a listing of all of the library's current searchable indexing tools including products from EBSCOhost and others as noted below:

JSTOR
Includes peer-reviewed scholarly journals and other resources in Economics, History, Political Science & Sociology
Icon 03 Layer (Slide Layer)

Provides a listing of all of the library's current searchable indexing tools including products from EBSCOhost and others as noted below:

- IBISWorld
  Provides Industry Market Research and Industry Risk Ratings along with financial rations.
- IEEE Xplore
- Cochrane Library
- HeinOnline
- HeIN
- IBISWorld
- IBISWorld
- statista

Continue

Icon 04 Layer (Slide Layer)

Provides a listing of all of the library's current searchable indexing tools including products from EBSCOhost and others as noted below:

- HeinOnline
  The library has several HeinOnline collections containing journals, books and reference documents on government, politics and law.
- IEEE Xplore
- Cochrane Library
- HeinOnline
- statista

Continue
Icon 06 Layer (Slide Layer)

Provides a listing of all of the library's current searchable indexing tools including products from EBSCOhost and others as noted below:

Statista
Searchable database of statistics and reports found across the web.

IEEE Xplore
Journals, books, and conference proceedings available from the Institute of Electrical Engineers

Icon 07 Layer (Slide Layer)

Provides a listing of all of the library's current searchable indexing tools including products from EBSCOhost and others as noted below:

IEEE Xplore
Journals, books, and conference proceedings available from the Institute of Electrical Engineers
Icon 08 Layer (Slide Layer)

Provides a listing of all of the library's current searchable indexing tools including products from EBSCOhost and others as noted below:

Cochrane Library
Collection of evidence-based healthcare decision-making databases

2.14 Databases

A-Z Databases
- Under each link there is a description of the content to be found within the database.
- Using the Subjects or Databases dropdown menus at the top of the page will also help you to identify the resource to fit your needs.

Notes:
2.15 Databases_EZP

User Login

- The first time users attempt to access a library resource, they are prompted with this log in page.

- While the login session is active, users can return to the A-Z listing and search other resources without an additional login.

Notes:

2.16 Databases_Tutorials

Database Tutorials

On the right-hand side of our Databases page, users will find a box containing links to useful tutorials for a number of our resources.

Notes:
2.17 Databases – How to

From this page you can select from a group of tutorials that will help you become familiar with using the EBSCOhost interface.

Notes:
2.18 Advanced Searching Techniques

Advanced Searching Techniques

Each of the EBSCOhost database provides a searchable thesaurus that will help guide you to the terminology used by the database. This terminology should help you in locating relevant articles when natural language is not successful. It may also help when searching other resources.

In addition, each database provides specific search options that you can select from below the search term boxes.

Click on each of the database icons below to see specifics for each database. Once you have viewed each click the Continue button.

Notes:

ASU (Slide Layer)

Academic Search Ultimate

Use the Subject Terms to determine the terminology related to content in the database. Users can either enter a specific search term or browse the list.

The items appearing in blue will either take you to the recommended subject or expand the subject to Broader, Narrower and Related terms

Check the box in front of item and click the Add button to create a search. The term(s) will be added to the Search box at the top, click the Search button to proceed.
BSP (Slide Layer)

Business Source Premier

The Thesaurus found in this database works the same as Subject Terms in the previous example. In addition, users can search or browse a list of MarketLine Company Profiles.

Also available in the Advanced Search – Search Options section, users can search by NAICS/industry code, product/company name and Ticker symbol.

CINAHL (Slide Layer)

CINAHL

Nursing & Health Science database provides CINAHL Headings which follow the structure of the Medical Subject Headings found in PubMed.

Begin by entering a search term in the box and then click on the heading to view the subheadings. Once a box is check it will appear in the Search term box in the right-hand column. Once you have selected your terms, click the Search Database button. EBSCOhost provides a link to tutorials to learn more.
CINAHL2 (Slide Layer)

CINAHL

Evidence-Based Care Sheets provides users with ability to search/browse list of summaries on specific key topics.

Users just need to select item(s) and click search to see the results.

ERIC (Slide Layer)

ERIC

Use the Thesaurus to determine the subject terms related to content in the database. Users can either enter a search term or browse the terms listed.

For example:

Using the phrase “learning theory” often times get mixed results.
Entering the terms in the Thesaurus search box leads a user to “Learning Strategies” and then to “Learning Theories.”

Clicking on “Learning Theories” will provide a list of terminology used in ERIC.

Check the box in front of an item and click the Add button to put terms in search box at top and click Search to see results.
3. PublicationFinder

3.1 Full Text Finder

Full Text Finder

When you find an article on the web or if you would like to see if the library has access to a particular publication, use the Full Text Journal Title Search link found by clicking on the Find Articles button.

Looking for a specific database (such as Academic Search or CINAHL)?
- Go to Databases (A-Z Resource List)

Looking for a specific article?
- Go to the One Search when you only know the article title

Looking for a specific journal?
- Go to Full Text Journal Title Search

3.2 Full Text Finder2

Full Text Finder

You can enter the journal/book title or ISSN/ISBN in the search box to do a direct search of what titles we have full text and the collection where they are found.

Available titles can be browsed by alphabetically or by discipline.

- Titles appear in blue with an option to search within the publication.
- Click on the Full Text Access Resource to go to the database to search.
- Similar to the EBSCOhost database result lists, filters appear along the left-hand side.
### 3.3 Google Scholar – Gannon holdings

Google Scholar – Gannon holdings

Individuals can use the settings within Google Scholar to identify articles/titles within the library's databases.

Please visit the library's Databases page for a PDF document containing instructions for identifying Gannon's electronic content in Google Scholar search results. A direct link is provided by clicking on Resources at the top of this player.

#### Notes:

### 3.4 Google Scholar2

Google Scholar – Gannon holdings

Once the library is identified, users will notice links to the right of each item in the search results list. Some links for open access/freely available items appear by default. Articles within Gannon databases will show the link – Available @ Nash Library

#### Notes:
4. ILL

4.1 Untitled Slide

The Interlibrary Loan Service button on the main website will take users directly to the ILLiad login page.

The library provides an Interlibrary Loan service that will allow students to request articles and books from other libraries.

The following slides will provide an overview of the service and answer some common questions.

4.2 Untitled Slide

The ILLiad system works separately from other library services. Users will need to create an account using their Gannon email to use the service. Details are found by clicking the First Time User link.
4.3 Interlibrary Loan (ILLiad) FAQ

Interlibrary Loan (ILLiad) FAQ
Click on a question on the left to see the answer on the right.

- What is interlibrary loan?
- When can I submit a request?
- How long will it take to receive my item?
- How will I know when my item is available?

Use (Slide Layer)

Interlibrary Loan (ILLiad) FAQ
Click on a question on the left to see the answer on the right.

- What is interlibrary loan? [Interlibrary loan is used to request books or articles that you would like for your research but are not able to locate online or through a library resource.]
- When can I submit a request?
- How long will it take to receive my item?
- How will I know when my item is available?
Submit (Slide Layer)

Interlibrary Loan (ILLiad) FAQ
Click on a question on the left to see the answer on the right.

- What is interlibrary loan?
  Requests can be made 24/7 by logging into your personal, unique ILLiad account.
  Requests are processed and distributed to other libraries Monday thru Friday from 8 am – 4 pm.

- When can I submit a request?

- How long will it take to receive my item?

- How will I know when my item is available?

Delivery (Slide Layer)

Interlibrary Loan (ILLiad) FAQ
Click on a question on the left to see the answer on the right.

- What is interlibrary loan?

- When can I submit a request?

- How long does it take to receive my item?
  Article requests made Sunday thru Thursday can be delivered in less than 24 hours up to 5 days depending on how many other libraries own the item and the time it takes to be delivered. Books can take at least a week but may take longer due to weather and distance between libraries.

- How will I know when my item is available?
Interlibrary Loan (ILLiad) FAQ

Click on a question on the left to see the answer on the right.

- What is interlibrary loan?
- When can I submit a request?
- How long will it take to receive my item?
- How will I know when my item is available?

Users will receive an email when articles are delivered to their ILLiad account. A link will be provided in the notification email, or users can login to ILLiad and click on “Electronically Received Articles.”

Once books are ready for pick up, users will receive an email notification. Books can be picked up at the 1st Floor Service Desk in the Nash Library & Student Learning Commons.

4.4 Interlibrary Loan (ILLiad) FAQ

Interlibrary Loan (ILLiad) FAQ

Click on a question on the left to see the answer on the right.

- I don’t live in Erie, can I still use Interlibrary Loan?
- Do I have to use my Gannon email?
- How long do I have access to articles received via ILL?
- What if I forget my username and/or password?
Interlibrary Loan (ILLiad) FAQ

Click on a question on the left to see the answer on the right.

- I don't live in Erie, can I still use Interlibrary Loan?
- Do I have to use my Gannon email?
- How long do I have access to articles received via ILL?
- What if I forgot my username and/or password?

Answers:

- Yes, a Gannon email is required to use the ILLiad service.
- All students can request articles or book chapters as they are delivered electronically through the ILLiad platform. Online students needing print books are encouraged to use their local library's Interlibrary Loan services to prevent delivery delays and shorter loan periods.
Access (Slide Layer)

Interlibrary Loan (ILLiad) FAQ
Click on a question on the left to see the answer on the right.

I don't live in Erie, can I still use Interlibrary Loan?

Do I have to use my Gannon email?

How long do I have access to articles received via ILL?

What if I forget my username and/or password?

Electronic articles remain in your ILLiad account for 30 days.

**It is recommended that users download articles when received so that they will not need to be re-requested.

UN_Pwd (Slide Layer)

Interlibrary Loan (ILLiad) FAQ
Click on a question on the left to see the answer on the right.

I don't live in Erie, can I still use Interlibrary Loan?

Do I have to use my Gannon email?

How long do I have access to articles received via ILL?

What if I forget my username and/or password?

Passwords can be reset by clicking on Forgot Password? link on the ILLiad login page.

If you have forgotten your Username, you can create a new account or reply to the ILLiad system email to contact ILL staff to have the Username reset.
4.5 Interlibrary Loan (ILLiad) FAQ

Interlibrary Loan (ILLiad) FAQ
Click on a question on the left to see the answer on the right.

- Will my Gannon username & password give me access to ILLiad?
- Will I need to change my password?
- Do I need to register each semester?
- Who do I contact if I have questions about my account or the ILL service?

The ILLiad system works separately from other Gannon system logins. Each user creates a unique username and password when account is created.
**Interlibrary Loan (ILLiad) FAQ**

Click on a question on the left to see the answer on the right.

- **Will my Gannon username & password give me access to ILLiad?**

  Passwords do not need to be changed, but users can initiate a change by clicking on "Forgot Password" on main ILLiad page.

- **Will I need to change my password?**

- **Do I need to register each semester?**

- **Who do I contact if I have questions about my account or the ILL service?**

---

**Interlibrary Loan (ILLiad) FAQ**

Click on a question on the left to see the answer on the right.

- **Will my Gannon username & password give me access to ILLiad?**

  Users do not need to register each semester. Accounts remain available from creation until a student graduates or is no longer enrolled as a Gannon student.

- **Will I need to change my password?**

- **Do I need to register each semester?**

- **Who do I contact if I have questions about my account or the ILL service?**
5. Help-Librarian/WRC

5.1 Here to help

Feel free to reach out to the Nash Library & Student Learning Commons staff if you find you have questions and need help finding resources for your research.

The librarians are available to meet in-person or over the web, to speak over the phone or exchange emails with students to assist with any issues you are experiencing with our services.

The Writing & Research Center provides real-time virtual tutoring to assist with any stage of the writing process, help develop topic/argument and to help guide you through the research process.

Notes:
5.2 Librarians

Librarians

Visit the Get Research Help page to contact any of our librarians for assistance with your research needs.

5.3 My WConline

My WConline

Gannon University

Enter your institutional username and password below. This is the same username and password that you use for other online access to your institution.

Username
Password

AVAILABLE SCHEDULES
- STEM Center
- OBS
- PCC
- STEM Center: Pre-Engineering
- Writing Center: Humanities Tutoring
- Writing Center: Humanities Tutoring

Click here to stay logged in

LOGIN

Freshmen, do you have a peer mentor yet?

Our peer mentors are here to help freshmen navigate both academic and non-academic aspects of life at Gannon University feel free to reach out.

Using your Gannon username and password you can select Writing Center/ Humanities Tutoring from the Available Schedules menu. Once the schedule appears click on any open time slot identified with the option of “eTutoring.”

Do NOT enter @knights.gannon.edu or @gannon.edu after your username as this will cause login attempts to fail.

FAQs and other information on the next page.
5.4 You have reached the end of this tutorial. You can close this browser window or choose to return to the main menu by clicking the button at the bottom of the screen.

If you have any questions about the content of this tutorial or are in need of help, please feel free to contact me at anytime.

Contact:

garloch001@gannon.edu

814/871-7578