First Year Composition: In Class Worksheet

Name: _____ Librarian: _____

English Instructor: _____ English class time:_____ Today's date: _____

Research topic/thesis statement: _____

Key words from topic above: _____

Finding Articles in an InfoTrac database [Expanded Academic Index ASAP]

Use the following instruction to search the Expanded Academic Index. From the results, fill in the table below with information from a citation labeled **ABSTRACT** or **CITATION** for a journal article of your choice.

1. From the libraries' home page, locate the Find a database by **title** section
2. Enter *expanded* to find the Expanded Academic Index
3. Click on the database's name to connect to the search page
4. In the **keyword search** boxes, enter your search term(s) and click **Search**

What search term(s) do you enter? _____

How many articles did you find (*more than 100 means you should refine your search above*): _____

5. From the results of your search above, choose an article relevant to your research topic and fill in the boxes below. If possible, do not use a citation labeled **BRIEF ARTICLE**, **BOOK REVIEW** or **NEWSWIRE**.

ARTICLE CITATION		
Author:		
Article title:		
Journal name/title:		
Volume/Issue/Section:	**Date:**	**Page number(s):**

Use the following instructions to search **Addison** for the **journal name/title** from the **ARTICLE CITATION** you used in the table above, then fill in the table below:

1. On the libraries' home page, click on the section labeled **Search Addison, the library catalog**
2. Change the search type to **Journal Title**
3. Enter the title of the journal from the table above. Remember, do not enter any initial **A**, **An** or **The** in the title. Also, do not use any abbreviations.
4. Click the **Search** button
5. You may also need to search the **Electronic Journals Database** for this item. Refer to the flowchart on the back of your **Periodicals** handout.

Does Virginia Tech own this journal? ❏ **YES**	❏ **NOT IN PRINT, BUT ELECTRONIC ONLY**	❏ **NO**
If yes, record the Call Number:		
Location for the issue cited in the table above: ❏ **STACKS** ❏ **CURRENTS** ❏ **STORAGE** ❏ **OTHER:** _____		**What floor will this issue be on?**

Finding Books in ADDISON, the library catalog

Books are a great source of information when:
- you are looking for comprehensive information on a topic
  Note that books may be broader in scope than your specific topic, i.e. "financial management" instead of "credit card debt among college students"
- you want summaries of research to support an argument
- you want to see how your topic is discussed by researchers in other subject areas or disciplines
- you want to find historical information

Based on your topic and key words listed on the other side of this worksheet, use the following instructions to search Addison, the library catalog:

1. On the libraries' home page, click the section labeled **Search Addison, the library catalog**
2. Change the search type to **Keyword**
3. Enter your key words and click **Search**

What search term(s) did you use: _____

How many books did you find (*more than 100 means you should refine your search above*): _____

4. From the results of your search above, choose a book relevant to your research topic and fill in the table below:

BOOK CITATION	
Author/Editor:	
Book title:	
Publisher:	**Year/Edition:**
Call Number:	
Location: ☐ Newman ☐ Storage ☐ Branch library: _____ ☐ Other: _____	
If NEWMAN*, what floor will this be on?	**Is this item AVAILABLE? If NO, why not?**

*The designation **NEWMAN** means the book is located in the **STACKS** or book shelves according to its call number. Check your library map to determine its floor location.

5. Click the title of the book to see the **FULL RECORD** screen, then list the **Subject**(s) and circle the ones most related to your topic:

_____

_____

_____

_____

_____