

# Library Orientation

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Fall 2015

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# Session Objective

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To impart **time-saving,**

**grade-enhancing,**

**TOP SECRET**

**research tips.**



# Library Media Center Hours

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- 7:30am-8:00pm Monday thru Thursday
  - 7:30am-4:00pm Friday
- (hours subject to change)





# Library Resources & Services

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- ❑ High Quality Electronic & Print Materials
  - Magazines & Journals
  - Newspapers
  - Books
  - eBooks
  - Textbooks
  - Reference Books
  - Encyclopedias



# Library Resources & Services

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- ❑ Computers
- ❑ Videos & a Viewing Station
- ❑ Scanner
- ❑ Copy Machine \$.05/page
- ❑ Quiet Study



# Library Resources & Services

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- ❑ Assistance with finding information and effective research.
- ❑ Assistance with obtaining materials from other libraries (interlibrary loan).
- ❑ Off-campus access to electronic library resources.

# How to Access Library Resources from Off-Campus

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- Use your student ID card (available from the library).
- When you reach the screen below, use the barcode from the back of your ID card (20424...) and your last name.



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To log into Anoka Technical College's online databases, -

Enter your 14-digit barcode number (begins "20...") found on your student ID card and your password (your last name).

OR

Use your StarID/PW

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Please enter your StarID or barcode:

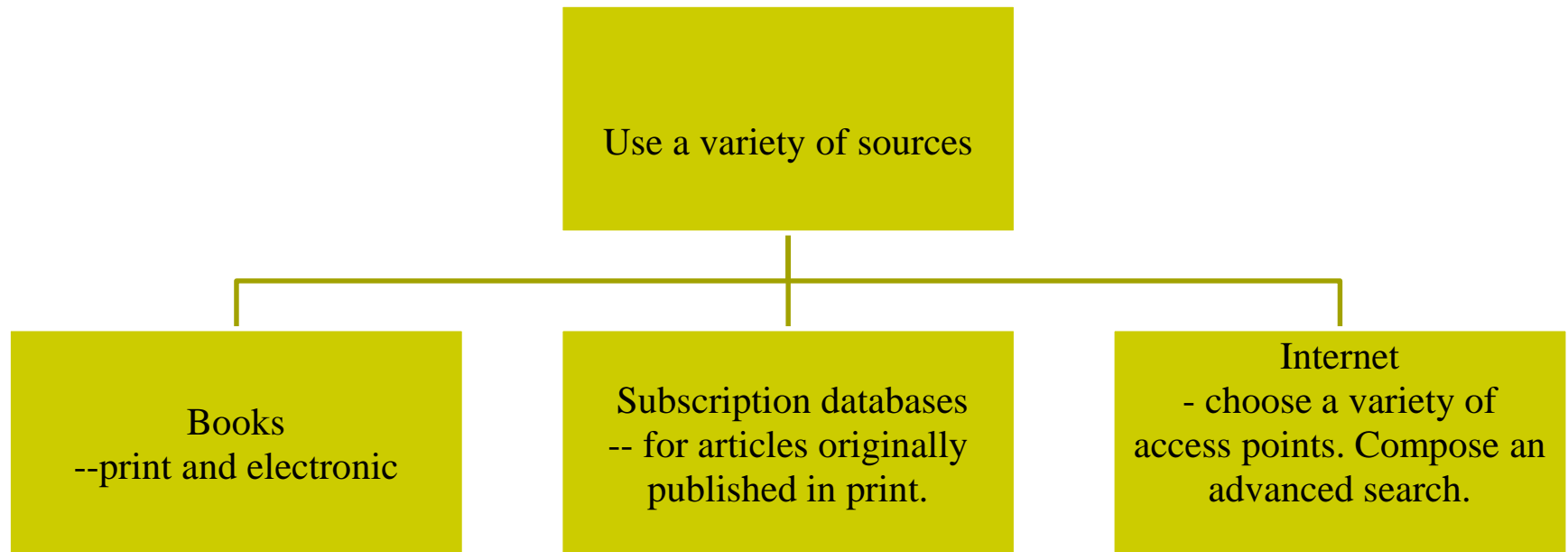
Please enter your password:

Login

Your computer must allow cookies for a session to begin. Please view our [off-campus access](#) instructions for more information.

# Locating information

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# Critical evaluation: 6 criteria

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1. Who is the author?
2. Who is the publisher/sponsor?
3. What is the mission/point of view? Are alternative viewpoints considered?
4. Where did the source find its information?
5. Is the data accurate/verifiable?
6. Is the information current?

# Scholarly journals vs. popular magazines

- Written for experts in the scientific and academic communities.
- Reviewed by a board of “peers”.
- Contains detailed and documented research with complete citations.
- Written for mass consumption and entertainment.
- Reviewed by an editor.
- Usually fact-checked, but generally does not contain original research.



# The Deep Web:

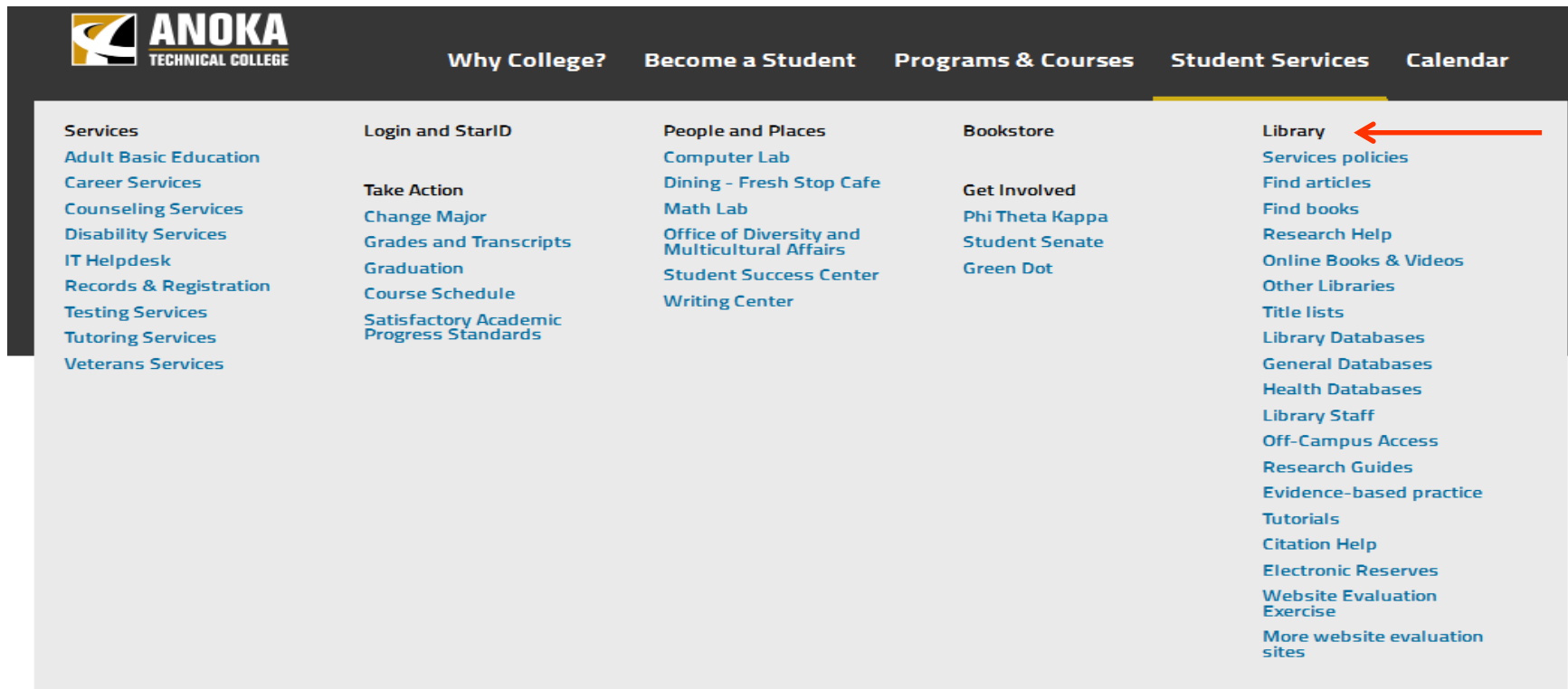
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Library databases go below the surface that Google indexes.



# Library webpage

- <http://www.anokatech.edu/en/StudentServices/Library.aspx>  
(Under Student Services)



The screenshot shows the navigation menu of the Anoka Technical College website. The menu is organized into five columns: Why College?, Become a Student, Programs & Courses, Student Services, and Calendar. The 'Student Services' column is highlighted with a yellow bar, and a red arrow points to the 'Library' link within this column. The 'Library' link is the first item in the list, followed by 'Services policies', 'Find articles', 'Find books', 'Research Help', 'Online Books & Videos', 'Other Libraries', 'Title lists', 'Library Databases', 'General Databases', 'Health Databases', 'Library Staff', 'Off-Campus Access', 'Research Guides', 'Evidence-based practice', 'Tutorials', 'Citation Help', 'Electronic Reserves', 'Website Evaluation Exercise', and 'More website evaluation sites'.

**ANOKA**  
TECHNICAL COLLEGE

**Why College?** **Become a Student** **Programs & Courses** **Student Services** **Calendar**

**Services**  
Adult Basic Education  
Career Services  
Counseling Services  
Disability Services  
IT Helpdesk  
Records & Registration  
Testing Services  
Tutoring Services  
Veterans Services

**Login and StarID**  
Take Action  
Change Major  
Grades and Transcripts  
Graduation  
Course Schedule  
Satisfactory Academic Progress Standards

**People and Places**  
Computer Lab  
Dining - Fresh Stop Cafe  
Math Lab  
Office of Diversity and Multicultural Affairs  
Student Success Center  
Writing Center

**Bookstore**  
Get Involved  
Phi Theta Kappa  
Student Senate  
Green Dot

**Library** ←  
Services policies  
Find articles  
Find books  
Research Help  
Online Books & Videos  
Other Libraries  
Title lists  
Library Databases  
General Databases  
Health Databases  
Library Staff  
Off-Campus Access  
Research Guides  
Evidence-based practice  
Tutorials  
Citation Help  
Electronic Reserves  
Website Evaluation Exercise  
More website evaluation sites

# Book search: Library catalog

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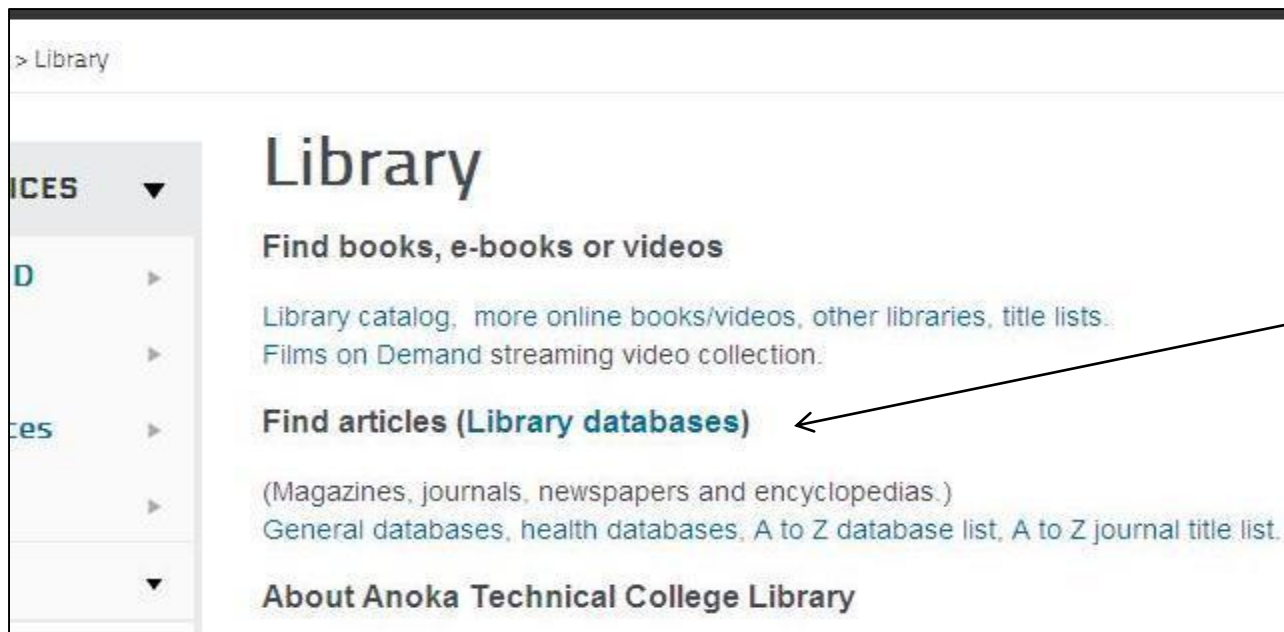
- ❑ Determine what print or electronic books are available.
- ❑ Locate audiovisuals (DVDs, online streaming videos).
- ❑ Limit your search to the type of material or library collection.
- ❑ Extend your search to other MN libraries & request loans.



# Article search: periodicals, encyclopedias

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- ❑ “Shop” for a research topic using library databases.
- ❑ Focus a search to relevant and credible information.
- ❑ Print or email full-text articles.
- ❑ Request articles based on description via interlibrary loan.





# Narrowing your topic

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- ❑ Move from general sources to more specialized sources.
- ❑ Use database features such as: advanced search; AND/OR; subject terms/thesaurus.
- ❑ Limit a search further with the “refine” feature, limited to date or publication type.



# Utilizing your research

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- ❑ Read analytically and critically.
- ❑ Evaluate your sources for credibility.
- ❑ Save bibliographic information (author, title, url, etc.) along the way.
- ❑ Choose effective ideas or useful facts to express in your own words. (“Paraphrasing”), but still cite.
- ❑ Identify quotable passages that emphasize your argument.



# Citing an article from a library database in MLA:

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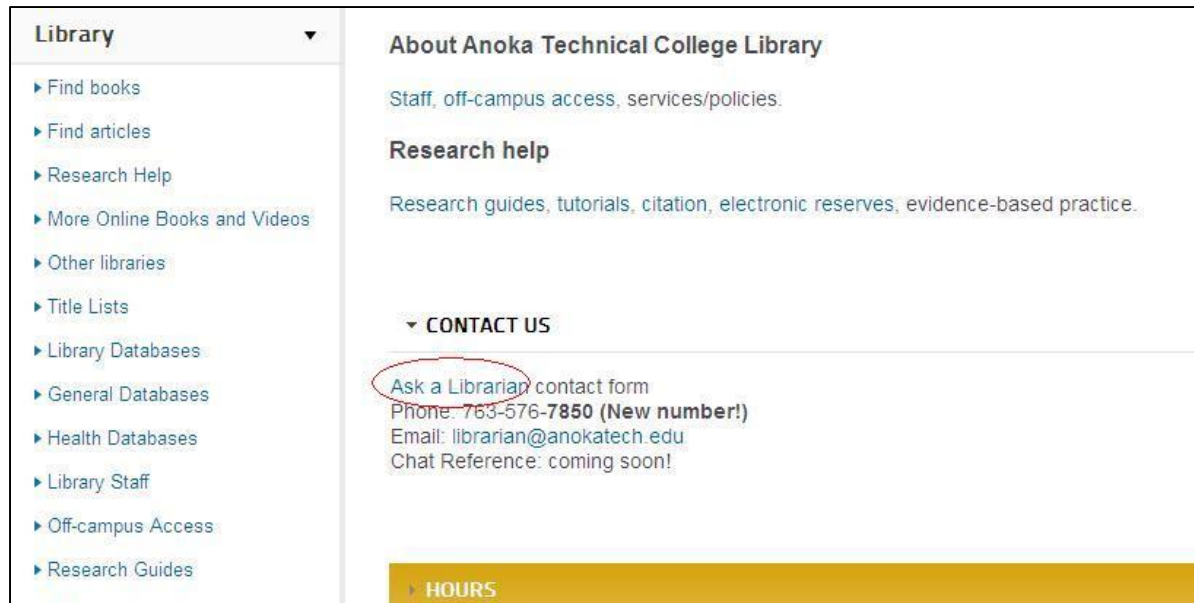
- 1. Author(s).
- 2. “Article Title.”
- 3. *Title of Publication*
- 4. Date:
- 5. page(s).
- 6. *Name of Database.*
- 7. Format.
- 8. Day Month Year of access.

**Block, Marylaine. “Gullible’s Travels.” *Library Journal* Spring 2002: 12.  
*Academic Search Premier*. Web. 25 September 2013.**

A great source for MLA: <https://owl.english.purdue.edu/owl/resource/747/01/>

# Getting Help: Ask

- ❑ In person
- ❑ By phone or email
- ❑ “Contact us” form – through library website



The screenshot shows the library website interface. On the left is a navigation menu under the heading 'Library'. The main content area is titled 'About Anoka Technical College Library' and includes sections for 'Research help' and 'CONTACT US'. The 'CONTACT US' section is highlighted with a red circle around the 'Ask a Librarian' link. Below this, contact information is provided: Phone: 763-576-7850 (New number!), Email: librarian@anokatech.edu, and Chat Reference: coming soon!. A yellow bar at the bottom of the content area contains a link for 'HOURS'.

<b>Library</b> ▾ <ul style="list-style-type: none"><li>▶ Find books</li><li>▶ Find articles</li><li>▶ Research Help</li><li>▶ More Online Books and Videos</li><li>▶ Other libraries</li><li>▶ Title Lists</li><li>▶ Library Databases<ul style="list-style-type: none"><li>▶ General Databases</li><li>▶ Health Databases</li></ul></li><li>▶ Library Staff</li><li>▶ Off-campus Access</li><li>▶ Research Guides</li></ul>	<b>About Anoka Technical College Library</b> <p>Staff, off-campus access, services/policies.</p> <b>Research help</b> <p>Research guides, tutorials, citation, electronic reserves, evidence-based practice.</p> <p>▾ <b>CONTACT US</b></p> <p><b>Ask a Librarian</b> contact form Phone: 763-576-7850 (New number!) Email: librarian@anokatech.edu Chat Reference: coming soon!</p> <p>▶ <b>HOURS</b></p>
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**Library main phone #: 763-576-7850**

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**By email:**

[librarian@anokatech.edu](mailto:librarian@anokatech.edu)

