

English 101 Library Assignment

Name _____

Instructor _____

Library Hours (Spring 2012 Semester)

Monday-Thursday 8:00 a.m. to 8:00 p.m.

Fridays 8:00 a.m. to 4:00 p.m.

Saturdays: Schedule to be announced

Must have a current SCC Student ID to take Posttest

Revised 8/17/2005 by Joan Oliver
Revised 1/9/2012 by Matt DiBella

INTRODUCTION

One of the most important skills you will acquire during your college experience is the ability to use information from a variety of sources. You will be spending a great deal of time in the library reading, studying, researching, and pursuing personal interests. No matter what career choice you make, you will need to know how to find information.

College libraries are quite different from high school and public libraries. Walking into a college library is often an overwhelming and confusing experience. Do not worry about this anxiety.

This packet is designed for the purpose of library instruction. In addition to learning about finding books and working with reference materials, you will also learn the most effective methods of finding information via the computer.

You will soon discover that the more practice you have using these research techniques, the more comfortable you will feel in the library.

The library staff sincerely hopes that completing this packet will be a valuable experience.

INSTRUCTIONS

Completing this packet will give you hands-on experience searching for information in the library using various methods. The skills you will learn from this experience will be useful throughout your academic career. Your research skills will help you personally and professionally when you are no longer a student.

Read through the workbook and answer the questions on the worksheets marked pre-test. Bring the completed workbook back to the library. Then be prepared to take a post-test that can only be completed in the library. Be sure to bring a valid SCC student ID and allow yourself enough time to finish the post-test. The two parts will be graded together and given back to your instructor.

It is important that you complete assignments on your own. This will make you more prepared for the post-test. You may ask a member of the library staff for assistance if you have any problems with the assignment.

Please note: You are able to access the majority of the databases off campus or at home provided you have Internet access and a student ID #. You must use your ten digit student ID# to access many of the subscription databases from home. Your student ID# should be located on your student ID or schedule. **IF YOUR STUDENT ID# ON YOUR SCHEDULE ONLY HAS NINE NUMBERS (000034567), THEN ADD A “P” AT THE BEGINNING AND FOLLOW THE INSTRUCTIONS ON THE REMOTE ACCESS WEB PAGE.**

(*LexisNexis and ARTstor do not allow remote access from home.)

Library of Congress Classification System

The Michael S. Cetti Memorial Library uses the Library of Congress Classification System to organize its collection. This classification system organizes material by subject. There are two basic library classification systems in the United States: the Dewey Decimal System and the Library of Congress System. Virtually all colleges and universities, including Salem Community College Library, use the Library of Congress System, referred to as the LC System.

All materials in the library are assigned a unique and specific call number. Call numbers in the LC System consist of a combination of letters and numbers. LC call numbers begin with one or more letters of the alphabet. Look at the following examples:

HM	LA	NX
19	197	456
.H9	.K68	.R63

Each row of shelving has a guide card posted on the shelf indicating the range of items in that particular row. Books are shelved by call number, first alphabetically by the letter or letters in the first line of the call number. The following call numbers are in the correct order.

P	PA	PB	PE	PG
90	6067	142	1408	3095
.H9	.B4	.H63	.E39	.F7

The call numbers would be shelved in the row with this guide card:

P-PG

Sometimes the second line of a call number will have a decimal number. For example:

HF	ML	TZ
554.9	60.2	889.21
.J63	.C89	.D64

Books that do have a decimal in the second row like the three examples above will be shelved that have the same classification. For example:

E	E	E	E	E
253	253.1	253.5	254	264.3
.H3	.H47	.K36	.B66	.C82

Note that the third line of the call number begins with a letter. The number(s) after this letter should be considered as a decimal when trying to locate the book on the shelf.

For example, these call numbers are in correct order:

RJ	RJ	RJ	RJ	RJ
131	131	131	131	131
.C3	.F47	.F49	.L3	.T98

In cases where a book has been republished in a new or revised edition, the new date of publication is added at the end of the call number to distinguish it from other editions of the same book. When the library has more than one edition of the same book, the call numbers will be the same except for the date in the last line, and they will be arranged in order by date. For example:

PR	PR	PR
3512	3512	3512
.K74	.K74	.K74
1985	1990	1993

The letters REF by the call numbers indicates reference books, which cannot be checked out of the library. The collection begins to the left of the entrance behind the

reference desk and finishes on the back wall next to the DON 118 computer lab. Listed below are examples of Reference Books with Library of Congress call numbers.

REF	REF	REF
C	CT	CT
28	2529	2811.2
.D49	.K85	.B62

Using LOGIN (Libraries of Gloucester/Salem Information Network)

The items in the SCC Library are listed in LOGIN, a computerized version of the traditional “card catalog.” LOGIN can be accessed from any computer on campus and at home by typing in the following address on the web browser: www.salemcc.edu. (Click the words “Cettei Memorial Library” on the right hand side under “Salem spotlight.” Then click the words “Books & Videos”, under student links.) Your SCC Library Card gives you access to all of the libraries listed on the LOGIN network. You can request to borrow items from the other libraries available through the LOGIN consortium to be sent to the Michael S. Cetei Memorial Library. For detailed directions to this process please ask one of the librarians at the main desk. (Please note, your SCC Library Card gives you online access to the other members of the LOGIN network, **not onsite access.**)

Databases at the Cetei Library

The Michael S. Cetei Memorial Library has access to 56 databases that contain full-text periodical articles. By full-text, we mean that you can print the article directly from the computer. There is no need to get the actual periodical. Not all of the articles on these databases are full-text. Make sure when searching with a subscription database the “full-text” box is checked. Otherwise, some of the search hits will contain only brief synopsis of the article. This brief synopsis is referred to as an “abstract.” They are also a

great source for finding “scholarly peer-reviewed” journal articles. A Scholarly peer-reviewed journal article is a journal article that was reviewed by an expert panel in the same field as the author.

The Cetei library’s databases are provided through agreements with the South Jersey Regional Library Cooperative, VALE (Virtual Academic Library Environment), and vendor licensing acquisitions. If you have access to an Internet connection at home, office, or another library, you can get access to most of the library’s databases by following the directions and entering your ten digit student ID#. Your student ID# should be located on your student ID or schedule. **IF YOUR STUDENT ID# ON YOUR SCHEDULE ONLY HAS NINE NUMBERS (000034567), THEN ADD A “P” AT THE BEGINNING AND FOLLOW THE INSTRUCTIONS ON THE REMOTE ACCESS WEB PAGE.**

To get access to the library’s databases, type into your Web browser the address: <http://www.salemcc.edu> and then click the words “Cetei Memorial Library.” (This link is located on the right-hand side under “Salem spotlight.”) Then under “Student Links,” click on the link entitled “Journal Articles.” This will take to an alphabetical list of the subscription databases available through the college.

For this assignment, you will be searching with some of the databases in the library. This will give you the opportunity to learn what these databases have to offer in providing you with information for future research projects. Most of these databases allow you to construct a Boolean Search using “AND, OR, NOT.”

Here are examples of what Boolean Search Terms “AND, OR, NOT” do:

Example: Dogs AND Cats-Gives articles with both words in them.

Dogs OR Cats-Gives articles with dogs and cats or separate.

Dogs NOT Cats-Gives articles with dogs, but not those articles containing the word cat.

Encyclopedia Britannica

Encyclopedias are helpful in preliminary research by giving a broad overview of a subject or topic. Encyclopedia Britannica is one of the online encyclopedias available through the Cetei Library. To access Encyclopedia Britannica from a computer in the library go to www.salemcc.edu. Click “Cetei Memorial Library” (This link is located on the right-hand side under “Salem spotlight.”) and then under “Student Links” click on “Journal Articles.” There is a link to Encyclopedia Britannica on this Web Page. To enter the Encyclopedia Britannica Web site, type in your ten digit student ID# starting with the letter “P.”

Facts on File Reference Databases

The Michael S. Cetei Memorial Library has on-site and remote access to thirteen Facts on File Reference Databases. The databases provide information on subjects ranging from history, science, literature, and careers. To access the various Facts on File databases from a computer in the library go to www.salemcc.edu. Click “Cetei Memorial Library” (This link is located on the right-hand side under “Salem spotlight.”) and then under “Student Links” click on “Journal Articles.” Then browse the databases “alphabetically” for specific Facts on File databases. There is a section in the pre-test as well as the post-test for using Facts on File databases.

The World Wide Web

The Internet is available on all computers in the library’s DON-118 computer lab. The computer has eighteen computers with one black & white printer. Over the past fifteen years, the Internet has become a valuable research tool for professionals and

students. However, much of the information on the Internet lacks credibility due to its lack of regulation. Therefore, students using the Internet as a tool for research must be able to evaluate a Web site as to the credibility of the information provided. One way to do this is by looking at the domain names in the Web site's URL. If the Web site ends in a .com, it is likely a privately published Web site. These Web sites should be evaluated closely for credibility since there are little regulations regarding the information posted. Students will primarily want to focus on Web sites that have a URL that ends in .gov (government Web site), .org (non-profit organization), or .edu (college or educational institute). These Web sites generally have more credibility and are better maintained than .com sites. Secondly, it is important to check to see if publishing information is available on the Web site for the "Works Cited" page. If information on Web creator, publisher, or last update is not available, it is best to avoid using the Web site on a research paper.

English 101 Pre-Test/Worksheet

Use the designated sections/websites in your workbook to learn about each library item. Circle the correct answer on this worksheet. Once you have completed this worksheet, return to the library for the post exam.

LOGIN

Search SCCL Online Catalog, go to www.salemcc.edu. Then click on “Cettei Memorial Library” (This link is located on the right-hand side under “Salem spotlight.”) and then click on “Books & Videos.” Circle the best answer to the following questions. **(CAN BE COMPLETED AT HOME IF YOU HAVE AN INTERNET CONNECTION)**

1. Give the call number of a book about Adobe Dreamweaver CS5.
 - A. TK5308.52 .M35 T85 2011
 - B. TK5208.36 .F59 R46 2008
 - C. TK5105.8885 .D74 O85 2010
 - D. TK5504.74 .D15 M34 2009
2. Give the author of the 2002 biography of Abraham Lincoln.
 - A. Frank J. Williams
 - B. Brook D. Simpson
 - C. John C. Waugh
 - D. Garry Wills
3. How many pages does the book *ECG Workout* by Jane Huff have?
 - A. 225
 - B. 342
 - C. 175
 - D. 378
4. Who is the publisher of the book *Nuclear Energy: what everyone needs to know* by Charles D. Ferguson?
 - A. Greenhaven Press
 - B. Harvard Business Press
 - C. Oxford University Press
 - D. McGraw Hill Contemporary Learning Series

Michael S. Cetei Library Databases

Encyclopedia Britannica Online

To access Encyclopedia Britannica from a computer in the library go to www.salemcc.edu. Click “Cettei Memorial Library” (This link is located on the right-hand side under “Salem spotlight.”) and then click on “Journal Articles.” Click on the link to Encyclopedia Britannica on this Web Page. **(CAN BE COMPLETED AT HOME IF YOU HAVE AN INTERNET CONNECTION AND YOUR STUDENT ID#)**

5. What was President Dwight D. Eisenhower's academic ranking when he graduated from West Point in 1915?
- A. 39
B. 15
C. 61
D. 3
6. What year did actor James Dean star in *East of Eden*?
- A. 1951
B. 1957
C. 1952
D. 1955

Facts on File Reference Databases

To access the Facts on File databases from a computer in the library go to www.salemcc.edu. Click "Cetetei Memorial Library" (This link is located on the right-hand side under "Salem spotlight.") and then click on "Journal Articles." Then browse the databases alphabetically. Choose the database that is stated in the question to find the answer. **(CAN BE COMPLETED AT HOME IF YOU HAVE AN INTERNET CONNECTION AND YOUR STUDENT ID#)**

7. Go to *Ferguson's Career Guidance Center* and search "police officer." What are the employment prospects for a police officer?
- A. Good
B. Great
C. Excellent
D. None
8. Go to *World Geography & Culture Online* and search "Albania." What was Albania's estimated GDP in 2009?
- A. \$24.52 billion
B. \$30.13 billion
C. \$21.63 billion
D. \$23.12 billion

Academic Search Premier

To access Academic Search Premier go to www.salemcc.edu, then click "Cetetei Memorial Library." (This link is located on the right-hand side under "Salem spotlight.") Then click on "Subscription Databases." There is a link to Academic Search Premier on this Web Page. **(CAN BE COMPLETED AT HOME IF YOU HAVE AN INTERNET CONNECTION AND YOUR STUDENT ID#)**

(Please click on the full text box when searching.)

9. Conduct a search using the key terms "occupy Wall Street." Which publication printed an article entitled "The Return of the Rabble Rouser," on 11/21/2011?
- A. *Newsweek*
B. *Time*
C. *National Journal*
D. *U.S. News Digital Weekly*
10. Is the article available in full text?
- A. Yes, in HTML format
B. Yes, in PDF format
C. No, it must be obtained through ILL
D. No, a copy must be purchased through the Internet

11. Conduct a search with the key terms “e-Books and college students.” Which of the following authors wrote an article entitled “Adoption of E-Book Readers among College Students: A Survey” in September 2011?
- A. Rogers, Michael
 - B. Appleton, Leo
 - C. Gregory, Cynthia
 - D. Foasberg, Nancy M.
12. Is the article available in full text?
- A. No, it must be obtained through ILL
 - B. Yes, in HTML & PDF format
 - C. Yes, in PDF format
 - D. A hard copy is available in the library

Proquest Central Databases

To access the various Proquest databases from a computer in the library go to www.salemcc.edu. Click “Cetetei Memorial Library” (This link is located on the right-hand side under “Salem spotlight.”) and then click on “Subscription Databases.” Then choose to browse the databases alphabetically. Choose the database that is stated in the question to find the answer. **(CAN BE COMPLETED AT HOME IF YOU HAVE AN INTERNET CONNECTION AND YOUR STUDENT ID#)**

13. Go to *Hoover Company Profiles* and search “Apple Inc.” What is “Apple Inc.” ranking on the Fortune 500?
- A. 39
 - B. 38
 - C. 35
 - D. 31

(Please click on the full text box when searching.)

14. Go to *ProQuest Education Journal* and search “Federal Government and Education.” According to an article in *The Education Digest* published in December 2011 entitled “Get the Federal Government Out of Education?” what is the name of the US Senator that stated, “I am against any federal funding or control of education.”
- A. Sen. Frank Lautenberg
 - B. Sen. Rand Paul
 - C. Sen. Harry Reid
 - D. Sen. Jon Kyle

Lexis Nexis Academic

To access Lexis Nexis Academic from a computer in the library go to www.salemcc.edu. Click “Cetetei Memorial Library” (This link is located on the right-hand side under “Salem spotlight.”) and then click on “Subscription Databases.” There is a link to Lexis Nexis Academic on this Web Page. **(CAN BE COMPLETED IN THE LIBRARY ONLY)**

15. Go to “look up a legal case” and type in “Bobby” and then “Dixon” in the second box. When did the U.S. Supreme Court decide the case?

- A. June 26th, 2011
- B. August 15th, 2011

- C. September 5th, 2011
- D. November 7th, 2011

Art Full-Text (For each question, be sure to have the full text box checked)

To access Art Full Text from a computer in the library go to www.salemcc.edu. Click “Cetei Memorial Library” (This link is located on the right-hand side under “Salem spotlight.”) and then click on “Subscription Databases.” There is a link to Art Full Text on this Web Page. Then chose library card/barcode and type in your ten digit student ID# “P0000...” (CAN BE COMPLETED AT HOME IF YOU HAVE AN INTERNET CONNECTION AND YOUR STUDENT ID#)

16. In the search box type in the keyword “Dale Chihuly.” Which author listed below wrote an article entitled “And then there was glass...,” published in *American Craft* in February/March 2011?

- A. Wayne, D.
- B. Kangas, M.
- C. Lovelace, J.
- D. Beal, S.

17. In the search box type in the keyword “Da Vinci.” Which of the following authors wrote an article entitled “Your first chance to see the “new” Leonardo” in *Art Newspaper* during September 2011?

- A. Sharpe, E.
- B. Weis, H.
- C. Bailey, M.
- D. Madoff, S. H.

Citation Questions

Using the citation guide on the library’s Web Page or the guide at the front desk; match the citation with the type of source.

18. Friedman, Matt. “Trenton Closes in on Sports Wagering.” *Today’s Sunbeam* 2

December 2011: A1, A8. Print.

- A. newspaper article
- B. web page
- C. book
- D. article in a database

19. Schmid, Arlene A., et al. “Prevalence, Predictors, and Outcomes of Poststroke Falls in Acute Hospital Setting.” *Journal of Rehabilitation Research and*

Development 47.6 (2010): 553-62. *ProQuest Central*. Web. 5 Dec. 2011.

- A. book
- B. film
- C. article in a database
- D. newspaper article

20. Woods, Stuart. *Loitering with Intent*. New York: G. P. Putnam's Sons, 2009. Print.

- | | |
|----------------------------|-------------|
| A. newspaper article | C. book |
| B. article from a database | D. Web page |

21. Harkin, James. "Inside the City of Fear." *Newsweek* 5 Dec. 2011: 42-47. Print.

- | | |
|---------------------|----------------------------|
| A. film | C. Web page |
| B. magazine article | D. article from a database |

22. Yen, Hope. "Postal Cuts to Slow Delivery of First-Class Mail." *Yahoo! News*. 5 Dec.

2011. Web. 5. Dec. 2011.

- | | |
|----------------------|-------------|
| A. film | C. book |
| B. newspaper article | D. Web page |

23. Smith, Jennifer. *Adobe Photoshop CS5: A Complete Training Package!* Indianapolis:

Wiley Publishing, Inc.: 2010. Print.

- | | |
|----------------------------|-------------|
| A. article from a database | C. Web page |
| B. magazine article | D. book |

24. *Hotel Rwanda*. Dir. Terry George. Perf. Don Cheadle, Sophie Okonedo, Joaquin

Phoenix. Twentieth Century Fox, 2006. DVD.

- | | |
|---------------------|----------------------------|
| A. Film | C. book |
| B. magazine article | D. article from a database |

25. Guillaume, Cayla., et al. "Clinical Angiographic, and Genetic Factors Associated

with Early Coronary Stent Thrombosis." *Journal of the American Medical*

Association 306.16 (26 Oct. 2011): 1765-1774. Print.

- | | |
|----------------------|--------------------|
| A. Web page | C. journal article |
| B. newspaper article | D. book |

General Questions

26. Which of the following domain names in a URL would indicate that it is a Web site published by a federal or state government organization?

- | | |
|---------|---------|
| A. .gov | C. .com |
| B. .org | D. .edu |

27. The system used by the SCC Library to classify its books, videos, and CDs is called the:
- A. Library of Congress Classification System
 - B. National Library of Medicine System
 - C. Dewey Decimal System
28. You may search the library's online catalog and the majority of its subscription databases outside of the library if you have a student ID and a computer with an Internet connection.
- A. True
 - B. False
29. Which of the following library resources would you use to locate a peer-reviewed journal article on abortion?
- A. Academic Search Premier
 - B. Ferguson's Career Guidance Center
 - C. LOGIN
 - D. Encyclopedia Britannica
30. An encyclopedia gives:
- A. Only biographies of government officials
 - B. A broad overview of the topic
 - C. Information on where to locate books in the library
31. Which of the following domain names in a URL would indicate that it is a U.S. college Web site?
- A. .edu
 - B. .gov
 - C. .org
 - D. .com
32. LOGIN is mostly an online catalog of:
- A. pamphlets in the SCC Library
 - B. periodical articles
 - C. books, videos, and CDs in the SCC Library
33. Which of the following best describes a scholarly peer-reviewed journal article?
- A. An article reviewed by a panel of experts in the author(s)'s field of study.
 - B. An article published in *Time*, *Newsweek*, or *Consumer Reports* magazine.
 - C. An article printed in top selling newspapers such as *The New York Times*.
 - D. An article written by novice, who is new to a particular field of study.
34. The library calls this item a periodical. A periodical could be:
- A. a book
 - B. another name for a videocassette
 - C. a magazine, a newspaper, or a journal

35. Which of the following domain names in a URL would indicate that it is a Web site published private individual or company?

- A. .org
- B. .edu
- C. .com
- D. .gov

36. Which of the following domain names in a URL would indicate that it is a Web site published by a non-profit organization?

- A. .gov
- B. .edu
- C. .com
- D. .org

Finding Materials in the SCC Collection

Go to the shelves and find the books with the call numbers listed. Color in the letter preceding the correct title. **(CAN ONLY BE COMPLETED IN THE LIBRARY)**

37. DG260 .C5 E94 2002

- A. *History of the Ancient & Medieval World*
- B. *Cicero: The Life and Times of Rome's...*
- C. *The Fall of the Roman Empire*
- D. *The Ruin of the Roman Empire*

38. REF RM301.121 .N87 2011

- A. *Nursing 2011 Drug Handbook*
- B. *Physician's Desk Reference Manual*
- C. *The Merck Manual of Diagnosis and Therapy*
- D. *Calculation of Drug Dosages*

39. PN5417 .O24 G36 2004

- A. *The Making and Meaning of Art*
- B. *A Public Betrayed*
- C. *The Media Effect*
- D. *Liberty: a Lake Wobegon Novel*

40. TX725 .A1 .S42155 2007

- A. *Cook-a-book: a cookbook of delicious...*
- B. *Low cholesterol cookbook: doctor approved*
- C. *The (no-leftovers!) child care cookbook*
- D. *The World Religions Cookbook*