

Name: _____ Date _____

Exploring the CSUDH Library (updated 4/6/2009)


To complete this assignment you must use the CSUDH library homepage at <http://library.csudh.edu/>.

A. The **Help** tab provides answers to important questions. Answer the following questions by exploring the [See all Info & Help pages...](#) link.

1. List 3 rules of the library. (3pts)
2. How long can you keep a book? (1pt)
3. What are the replacement charges for a lost book? (1pt)
4. How many books can an undergraduate student have checked out at one time? (1pt)
5. On the Circulation Policies (Book Borrowing Information) page, click on the [Books on Reserve](#) link. Where are the reserve materials located? (1pt)
6. Click on the **Library Home** link. Go to the **Services & Departments** tab and click on the [All Services & Departments](#) link. Under the [Inter-Library Loan](#) link, what service is fastest for delivering a book? (1pt)


B. Click on the **Library Home** link, which will return you to the library home page. Click on the **Find a Book Now** button and use the *Torofind Online Catalog* to answer the questions in this next section.



Use the  button to answer the next two questions.

1.

- a. Change the first drop down menu on the left from ANY FIELD to SUBJECT.
- b. Change the first drop down menu on the right from AND to AND NOT.
- c. In the first box type *time management*.
- d. In the second box type *electronic*.

e. Click on the  button.

How many results did you get? _____ (1pt)

List one book found on the first page of results: (1pt)

Author: _____


Title: _____

Publisher: _____


Publication Date: _____

Call Number: _____

2.

- a. Click on the  button.
- b. Change the first drop down menu on the left from SUBJECT to TITLE and search again.
- c. How many results did you get this time? _____ (1pt)

Group discussion question: Why is there a difference?

3. Click on the  button and do a Course search on UNV 101. Click on the first course link and write down the call numbers for the material here: (1pt)

D. Leaving the library catalog, visit a University 101 Course Page at <http://library3.csudh.edu/cbordinaro/unv101.htm> . Answer the following questions:

1. What is a periodical? (1pt)
2. Periodicals come in many formats. How many formats can you list? (1pt total)

Group discussion question: Which format is the best? Why?

3. What is an article citation? List the parts of a citation as they appear on the UNV 101 course page: (1pt total)

Group discussion question: Why is it important to include citations with your research assignment?

4. Go back to the library homepage (you should know the web address by now!) Visit the Title or A-Z list of Indexes in the Journal Articles & Electronic Resources link. Name two Electronic Databases - list one each beginning with the letters D, and J. (2pts)

D =

J =

E. The next few questions will test your ability to search the **Academic Search Premier** database (under letter A).

1. Click on the Description link next to the database name.
 - a. Who was the database designed for? (1pt)
 - b. It contains the full text for how many scholarly publications? (1pt)
 - c. Does it include ethnic studies articles? (1pt)
2. In the **Academic Search Premier** database, conduct a **Select a Field (optional)** search on *student success*. How many results did you get?: (1pt)
3. Click on the **Subject (Thesaurus Term)** link on the left side of the screen. Write down three subjects that would narrow or focus this topic. (HINT: you may click on the **More>>** link to see more subjects): (3pts)
4. Click on one of the subject headings you wrote down and then click on the **Academic Journals** link on the left side of the screen. List the subject heading you clicked on and how many results you got this time. (1pt)

Group discussion question: Was there a difference in the number of results the second time? If yes, why do you think that was true?