How to Access Library Resources

Here is a how-to guide for the 4 easiest options to get access to the resources you need.

1. E-textbooks (Perlego)

Here's a Link!

2. Online Journals/ Bible Journals/ e-books (EBSCO)
Online Journal Link

3. Holds on our Circulating Materials Catalogue link here.

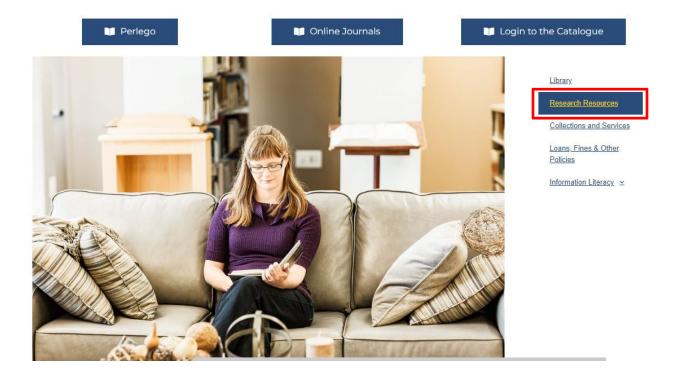
4. Reference Book Appointments

Make an appointment with this email: library@abccampus.ca

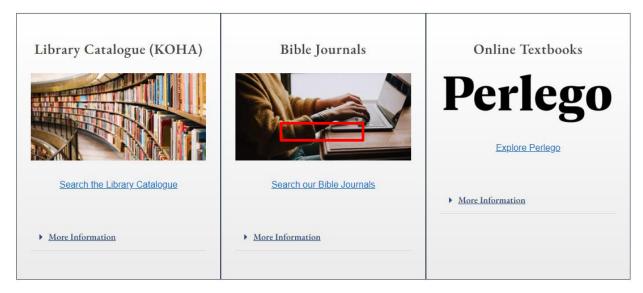
EBSCO e-books

Instructions

Our EBSCO e-books can be accessed most easily from the 'Research Resources' page on the Library Website.







Login

Next, click on the link that says 'Search our bible journals'. That'll take you to a login page. Your login will be your ABC email address and your PIN. If the login DOESN'T look like either of these pictures below, you've got a broken link. Report it to me and I'll fix it.



Sign in with MyEBSCO

Don't have an account? Create an account

MyEBSCO username or email address

Password or PIN

Forgot your password?

Sign in

Sign in

Searching

The next step is searching. Some of the most common resources students need to cite are Bible Dictionaries and Encyclopedias. Keeping things basic, I just typed in 'dictionary' in the search bar. That came up with about 40 results, with 10 results on each page (the encyclopedia got 16). I'd consider that a pretty reasonable number to scroll through, so I'd look through until I found one that seemed like it was either really related to my topic or a good general resource. Then click on the link (its title). If you do a different search and get way more than 40 results, you can narrow the search using the filters on the left-hand side. Or, if you get no results, try removing some of the words from your search. More words create a more specific search which can be good or bad depending on what you need.

Reading

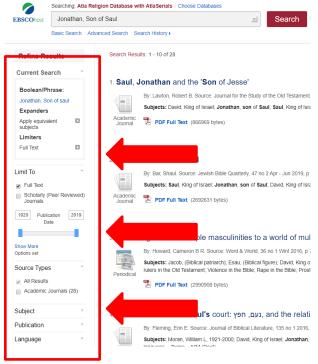
On the left-hand side near the top, there should be a link that says 'PDF Full Text' or 'EPUB'. Click on that to open the book. You are now reading it! You can use the Table of Contents (most books have one) to more quickly navigate to where you need to go, otherwise, it's just like a normal book. Like MOST normal physical books, be aware that only one person can read it at a time. That's why we tend to ask that, once you've found the pages you're interested in, you save the pages using the button at the top and then close out of the resource so that others can use it. (I just press the back button.)

Learning to use our online resources is a REALLY good idea as everything is moving more in that direction, so if you have any troubles, or if something still isn't clear, please don't hesitate to ask me to explain. Email library@abccampus.ca.

Online Journals

Access Instructions

Our online journals work similarly to e-books. You can find them starting from the same place (the <u>Research Resources</u> page) but when you get down to the section this time click on the ATLA link. It's going to ask you to sign in again, and it's the same login information as with the e-books.



Searching/Limiting

Searching is where the biggest difference comes in. Our e-book collection has about 1200 items. Our online journal collection has about 14,000. You can be a lot more specific with your search terms until you find something that is precisely what you want. Feel free to keep changing around your searches, adding or taking away words until you feel comfortable with the amount of results. Remember, you can also use the filters on the sidebar to limit it to more recent articles.

Reading

When you've found something, just like e-books, click on the title of the article, and then click on the PDF link on the left hand side.

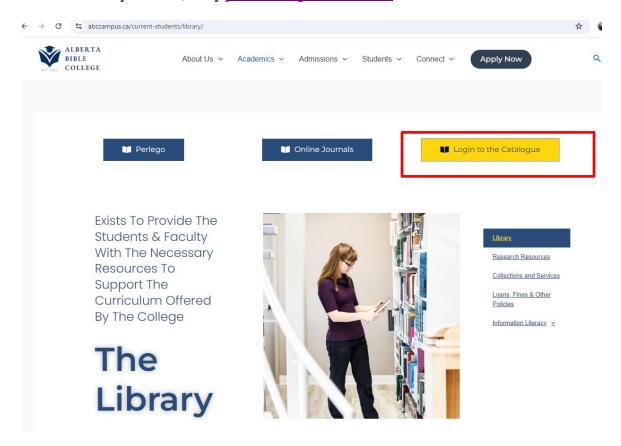
Of all the resources we have, our online journals are probably the MOST useful. And I'm saying that as a librarian, keeper of books. They are the easiest way to find sources for papers and learning to navigate them well will supremely help your academic career.

Holds

Holds can be placed through the library catalogue on almost any book in ABC's or CSBS's collection.

Logging in to the Catalogue

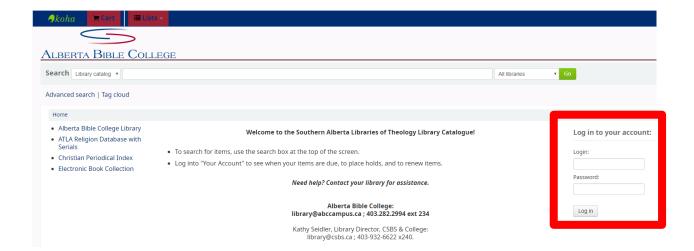
You can get to the catalogue by pressing the 'Login to the Catalogue' button at the top right hand corner of the library website, or by just clicking this link here.



When you get there you're going to need to log in, this time hiding on the right hand side of the page. I have set ALL student up with a library account, so your username will be your ABC email address and your password is the last 4 digits of your phone number. Email me at library@abccampus.ca if you have any difficulties.

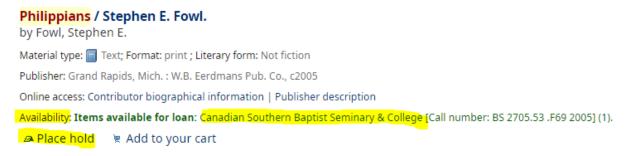
Searching

Anyways, you're into the catalogue now. Yay! Next, search for what you want in the top bar. You'll probably get many responses, and you can (again) narrow those down using the sidebar on the left to find what you want. But let me give you a couple of tips of things you should notice.



Tips and Tricks

- It automatically sorts alphabetically, not with the most relevant options like the other databases. To change that click the drop down menu on the top right and change it to 'relevant'.
- 2. At the bottom of each item's record there will be a heading that says 'availability'. Pay attention to that. That'll tell you if it's at ABC or CSBS. If it's at CSBS we can still get it to you (*unless* it's an e-resource, so check for that) but it'll take longer. If you don't want to bother with CSBS items can restrict your search to just ABC items on the left (but their library is much larger than ours).



3. Also in the availability bar it will tell you the call number of the item and whether it's a reference book. Pay attention to that. You can't put reference books on hold (more information in the next section).

Placing a Hold Summary

The 'How to Get a Hold' handout should get you through the rest, but a speed version is: Click on the item, then click 'place a hold' on the top right. (If it's not there then you're probably looking at a CSBS e-resource.) That'll trigger me pulling the book off of the shelf.

Reference Book Appointments

If you find a reference book you want the information from while you're searching the catalogue, email me at library@abccampus.ca. You can still view Reference books on campus in the library like before, but you'll need to set up an appointment with me.



