

Guide for Using the Clarendon College Library's Webpage

Compiled by
Clarendon College
Library Staff

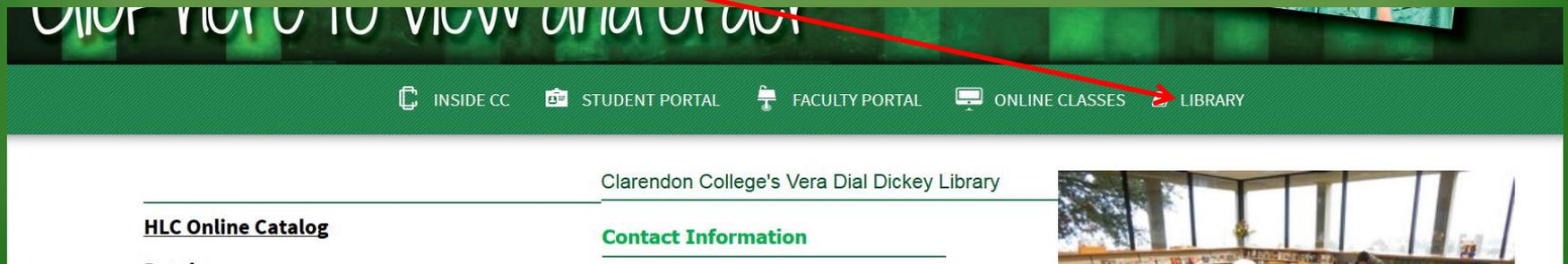
Updated July 2017

Welcome!

- Welcome to the Clarendon College Vera Dial Dickey Library's Online Guide. Information Literacy is the key to lifelong Learning and success. This tutorial is designed to provide a self-paced learning experience to help you succeed in your research assignments.

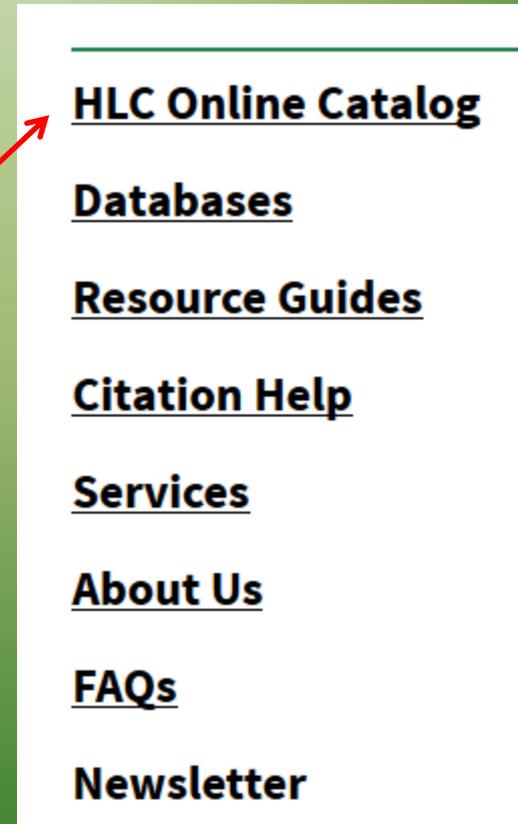
Clarendon College Homepage

- The Guides are step-by-step guides to using some of the resources available for finding materials located in our Clarendon College Library.
- On campus students will see Clarendon College as our home page. www.clarendoncollege.edu
- Click on **Library**.



Library Home Page

- Welcome to the library's homepage. To begin your search of the online catalog, click **HLC Online Catalog** in the first column.



Starting the Search – Online Catalog

- Type in your search.
- Be sure to designate the library you wish to search off-campus by clicking the dropdown menu.
- Be sure to define your search by selecting Author, Title, Subject, or All Fields.
- Press **Search** to retrieve a list of titles.

CLARENDON COLLEGE
Unleash Your Potential!

Clarendon College Library | All Fields | Search

Everything
Library Search
Student Resources In Context
Digital Catalog

Clarendon College Library
All Amarillo Public Libraries
Lovett Memorial Library, Pampa
Childress Public Library
Burton Memorial Library, Clarendon
Amarillo College - Washington St. Campus
Frank Phillips College, Borger
Wayland Baptist University, Plainview
Messenger College

DVD Titles
StarLink DVD Titles

New York Times Best-Seller Lists - Combined Print & E-Book Fiction

MARY HIGGINS CLARK & ALAFAIR BURKE
THE Cinderella Murder

Title: THE CINDERELLA MURDER
Author: Mary Higgins Clark and Alafair Burke
ISBN: 9781476763125
Rank (Last Week): 19 (Not Ranked)

Find In My Library

Databases
TexShare Databases
SIRS
Oxford English Dictionary

HLC Database
Library Card and Pin may be
Britannica Online Encyclopaedia
Columbia Grammer's
Cypress Resume

Online Catalog

- For this tutorial we will search for information about Stephen Crane.

The screenshot shows a library online catalog interface. At the top, there is a search bar with the text "Stephen Crane" and a "Search" button. Below the search bar, there are several navigation and information sections:

- Link to Traditional Search**
- Contact Information**: Phone: 806.874.4815, Toll-Free: 800.687.9737 ext. 116, 117, Fax: 806.874.508
- Other Materials**: DVD Titles, StarLink DVD Titles, VHS Titles, CD Titles, Audio Cassette Book Titles, Print Newspapers and Magazines
- Interlibrary Loan Form**

The main search results area displays the following information:

- Title:** JASON
- Author:** Laurell K Hamilton
- ISBN:** 9780698196605
- Rank (Last Week):** 11 (Not Ranked)

Below the search results, there is a "Find In My Library" button and a carousel of book covers, including "JASON", "YOU WERE HERE", "Forever With Me", "leaving time", and "FLESH AND BLOOD".

On the right side of the page, there are sections for:

- Databases**: TexShare Databases, SIRS, Oxford English Dictionary
- HLC Database**: Library Card and Pin may be required, Britannica Online Encyclopedia, Columbia Grammer's World of Poetry, Cypress Resume
- eBooks & Audio Books**: A banner for "download AudioBooks eBooks & Videos" with an "OverDrive" logo.

Online Catalog

- From here you see author, publication date, format, and the **Library of Congress call number**. You can also narrow or change your search.

The screenshot shows a search results page for 'Stephen Crane' in the Clarendon College Library. The search bar at the top contains 'Stephen Crane' and the search button is labeled 'Search'. Below the search bar, there are tabs for 'Search Results' and 'Databases'. The page displays 16 results found, with the first three results highlighted. A red circle highlights the first result, and a red arrow points from the text 'Library of Congress call number' to the call number 'PS1449.C85 Z56' in the first result. Another red arrow points from the text 'You can also narrow or change your search' to the filter options on the left side of the page.

Clarendon College Library | All Fields | Stephen Crane | Search | Advanced Search

Search Results | Databases

Limit Search Results

Format: Books (10) Electronic Resources (4) Video cassette (2)

Author: Crane, Stephen, 187... (5) Bergon, Frank (1) Berryman, John, 191... (1) Binder, Henry (1) Bloom, Harold (1) [More](#) [Expand All](#)

Material Type: Accelerated Reader Electronic Resources Fiction Non-Fiction Book Video [More](#)

Language: English (16)

Publication Date: 1950-1963 1968-1972 1973-1982 1984-1993 1994-2000

Subject: Electronic books (4) Crane, Stephen, 187... (3) American literature -- ... (2)

16 Results Found | 1 2

Select an Action

Sort By:

- Stephen Crane**
by Berryman, John, 1914-1972.
Call Number PS1449.C85 Z56
Publication Date 1975 1950
Format:
Excerpt: Stephen Crane / Berryman, John, 1914-1972.
Available: 1
- Stephen Crane's artistry**
by Bergon, Frank.
Call Number PS1449.C85 Z566
Publication Date 1975
Format:
Excerpt: Crane, Stephen, 1871-1900 -- Criticism and interpretation.
Available: 2
- Stephen Crane; a biography.**
by Stallman, R. W. (Robert Wooster), 1911-
Call Number PS1449.C85 S72
Publication Date 1968
Format:
Excerpt: Stephen Crane, a biography, Stallman, R. W. (Robert Wooster), 1911-
Available: 2
- Stephen Crane in transition; centenary essays,**
by Katz, Joseph.
Call Number PS1449.C85 Z69
Publication Date 1972
Format:
Excerpt: Stephen Crane in transition; centenary essays, Katz, Joseph.
Available: 1

Online Catalog

Clarendon College Library

Search Results Databases

Limit Search Results

Format [Include](#) [Exclude](#)

- Books (10)
- Electronic Resources (4)
- Video cassette (2)

Author [Include](#) [Exclude](#)

- Crane, Stephen, 187... (5)
- Bergon, Frank (1)
- Berryman, John, 191... (1)
- Binder, Henry (1)
- Bloom, Harold (1)

More
[Expand All](#)

Material Type [Include](#) [Exclude](#)

- Accelerated Reader
- Electronic Resources
- Fiction
- Non-Fiction Book
- Video

More

Language [Include](#) [Exclude](#)

- English (16)

Publication Date [Include](#) [Exclude](#)

- 1950-1963
- 1968-1972
- 1973-1982
- 1984-1993
- 1994-2000

Subject [Include](#) [Exclude](#)

- Electronic books (4)
- Crane, Stephen, 187... (3)
- American literature -- ... (2)

- When narrowing your search you can click on “Include” to only get result for what you clicked on. Or if you know what you do not what you can “Exclude” what is listed.
- Once narrowed you can “clear all” or close to go back to the original results.

Limit Search Results

Narrowed by:

- + Format: Books
- + Subject: Crane, Stephen, ...

[Clear all](#)

Author [Include](#) [Exclude](#)

- Bergon, Frank (1)
- Katz, Joseph (1)
- La France, Marston (1)

Material Type [Include](#) [Exclude](#)

- Fiction
- Non-Fiction Book

Language [Include](#) [Exclude](#)

- English (3)

Publication Date [Include](#) [Exclude](#)

- 1971 (1)
- 1972 (1)
- 1975 (1)

Online Catalog

The screenshot shows a search results page with the following elements:

- Narrowed by:** A filter for '+ Format: Electronic Resour...' is active.
- Author Filter:** A list of authors with checkboxes and counts: Bloom, Harold. (1); Carey, G. K. (Gary K.) (1); Crane, Stephen, 187... (1); Lawlor, Mary, 1949- (1); Mellors, Anthony Matt... (1). Buttons for 'Include' and 'Exclude' are present.
- Material Type Filter:** Buttons for 'Include' and 'Exclude' are present.
- Action Menu:** A dropdown menu labeled 'Select an Action' is open.
- Book Entry 1:** A book titled 'Stephen Crane's The red badge of courage' by Bloom, Harold. It includes a call number (PS1449 .C85 R3 1996 EB), publication date (1996), and provider (NetLibrary). A URL is provided: <http://www.netlibrary.com/urlapi.asp?action=summary&v=1&bookid=38610>. The format is indicated as 'Electronic Resources' with a small icon. An excerpt is visible: 'Electronic Resources d badge of courage Bloom, Harold.' The availability is '1'.

- Some books are available though electronic resources or eBooks.
- There will be a eBook symbol or the URL link to click on.

Databases

- The library subscribes to electronic databases that include a wide range of full-text magazines, journals, newspapers, images, books, and more.
 - Note: Database are only available to Clarendon College students, off campus students will need the username and password found in their Student Portal.
- SIRS and TexShare are both a great place to find Primary and Secondary sources.

CC Subscribed to Databases -

Username and Passwords required for off-campus use. Passwords are found in the student Portal.

[TexShare](#)

[SIRS](#)

[ProQuest](#)

Online Databases

[Newspaper Archives](#)

Primary Sources

- Primary sources are sources that the researcher/author examines firsthand.
 - Historical documents
 - Literary works, Novels and poems
 - Eyewitness accounts
 - Field reports
 - Diaries and letters
 - Lab studies and experiments
 - Interview, observation, and surveys

Secondary Sources

- Secondary Sources are sources that analysis and interpret a primary source.
 - Scholarly books and articles
 - Reviews
 - Biographies
 - Textbooks

SIRS

- SIRS (Social Issues Research Series) is another database available for student use. The SIRS database contains SIRS Researcher, SIRS Government Reporter, and SIRS Renaissance.
- From the CC Library homepage click on “Database” then “SIRS.”

SIRS

- There are many way to search within SIRS.

- Use the Search Box.

- Search the leading Issues.

- Browse all the Issues.

The screenshot displays the ProQuest SIRS Knowledge Source interface. At the top, there is a navigation bar with the ProQuest logo and 'SIRS Knowledge Source' text. On the right side of the navigation bar, there are links for 'Link Google Account', 'Educators' Resources', and 'Blog'. Below the navigation bar, there are three tabs: 'Issues Researcher', 'Government Reporter', and 'Renaissance'. A search bar is located below the tabs, with the placeholder text 'Search all your SIRS® resources...'. To the right of the search bar is a magnifying glass icon. Below the search bar, there are two radio buttons: 'Subject Search' (selected) and 'Keyword Search'. To the right of these radio buttons is a link for 'Advanced Search'. The main content area is titled 'Trending Pro/Con Leading Issues' and features a large featured issue card for 'Media Bias' with a video player and a description. To the right of the featured card is a grid of smaller issue cards, including 'Concussions in Sports', 'Gender Identity', 'Government Ethics', 'Health Care Reform', 'Heroin Abuse', 'Illegal Immigration', 'International Trade', 'Police And Body Cameras', and 'Refugees'. Below the trending issues section is a section titled 'Browse all Pro/Con issues' with a dropdown menu for 'All Issues (A-Z)'. The dropdown menu is open, showing a list of categories: 'Abortion *', 'Abortion, Moral and Ethical Aspects', 'Abstinence Education', 'Abused Women', 'Acculturation and Assimilation', and 'ADHD'. A small asterisk and the text '* Main category' are visible to the right of the dropdown menu.

SIRS

- Search using the Search Box in the Issues Researcher Database.
- Once Subject or Keyword Search is entered.
- Essential Questions are offered to help with your search.

The screenshot displays the ProQuest SIRS Knowledge Source interface. At the top, the navigation bar includes the ProQuest logo, 'SIRS Knowledge Source', and links for 'Link Google Account', 'Educators' Resources', and 'Blog'. Below this, a search bar contains the text 'Gun Control'. The interface is divided into 'Subject Search' and 'Keyword Search' sections. The 'Gun Control' page features a background image of a handgun and a document with the text 'We the People'. Below the main heading, there is a section titled 'PRO/CON ISSUES AND ESSENTIAL QUESTIONS' with a link to 'Skip to Search Results'. This section lists several essential questions:

- Concealed Weapons:** Should concealed weapons holders be prohibited from carrying firearms in certain locations?
- Gun Safety:** Should young children be taught gun safety?
- Hunting:** Should trophy hunting be banned?
- Second Amendment and the Right to Bear Arms:** Should gun regulations be tightened?
- Stand Your Ground Laws:** Are Stand Your Ground laws necessary?

SIRS

- There will be many Articles, Newspapers, Newspapers, Magazines, and Reference resources to use for your research. You can click on the title or the icon by the title to open the article.

The screenshot shows the SIRS search results for the query "gun control". The page is divided into several sections:

- Sort by:** A dropdown menu with options for Date, Relevance, Lexile Measure (low to high), and Lexile Measure (high to low).
- See also:** A light blue box containing links to related topics: [Brady Law](#), [Concealed weapons](#), [Firearms ownership](#), [Firearms, Law and legislation](#), [Firearms, Safety measures](#), [Firearms, Statistics](#), [Gun control, Global impact](#), [Gun control, Statistics](#), [Gun control, Timeline](#), [Million Mom March](#), [School shootings](#), and [U.S. Constitution, 2nd Amendment](#).
- Source Type:** A list of source categories with corresponding icons and counts, circled in red:
 - Newspapers: 779
 - Magazines: 91
 - Reference: 7
 - Government Documents: 40
 - Primary Sources: 29
 - Multimedia / Statistics: 217
 - Websites: 36
- Search Results:** Two article entries are visible:
 - Deal Signs 'Campus Carry' Bill**
Atlanta Journal-Constitution | Bluestein, Greg | p.g. A.1 | May 5, 2017 | Lexile: 1360 | SIRS® Issues Researcher
"[Georgia] Gov. Nathan Deal signed a measure Thursday [May 4, 2017] that would allow college students and others to carry concealed weapons on campus, despite vetoing similar legislation last year amid an uproar from gun control advocates. The measure, known as the 'campus carry' bill, would allow people with firearms permits to carry concealed guns onto public college and university campuses, and it has been long sought by conservatives and Second Amendment activists who cast it as a crucial safety measure for students, faculty and staff to protect themselves." (Atlanta Journal-Constitution) This article reports on the signing of the campus carry bill. Reaction to the legislation is included.
 - Don't Mess with New York's Gun Laws**
Wall Street Journal | O'Neill, James P, and Cyrus R Vance, Jr. | p.g. A.15 | Mar 24, 2017 | Lexile: 1240

SIRS

- SIRS offers many features you can use.

- Listen to the article

- Print

- e-mail

- Cite

- Translate

The screenshot shows a ProQuest article page for 'Leading Issues Timelines' by ProQuest LLC, 2017. The article title is 'Concealed Weapons Timeline' and the background text discusses the history of regulating private ownership of firearms in the United States, starting from 1791. A green sidebar on the left contains the following options: 'Use this article', 'Save to Google Drive', 'Add to Google Classroom', 'Print', 'Email', 'Export to EasyBib', 'Cite', and 'See Related Subjects'. At the bottom of the sidebar is a 'Translate this article' button. A 'Listen' button is located in the top right corner of the article content area. Red arrows point from the text on the left to these buttons: 'Listen to the article' to the 'Listen' button, 'Print' to the 'Print' button, 'e-mail' to the 'Email' button, 'Cite' to the 'Cite' button, and 'Translate' to the 'Translate this article' button.

TexShare

- Another source for good information is TexShare.
- Go to the Library homepage and click Database, then **TexShare**.

- That will bring you to this window. TexShare includes many databases that covers a wide range of subject.



The screenshot displays the 'TexShare Databases' website interface. At the top, a blue banner reads 'Exclusive e-Resources Available'. Below this, a link for 'Complete List of Databases' is visible. The page is organized into several categories:

- General Information and Periodicals:**
 - All EBSCO** - Complete list of all licensed EBSCO e-resources.
 - EBSCO MasterFile Premier** - More than 1,700 general reference, business, health, and education resources.
 - Newspaper Source** - More than 40 national and international newspapers.
- Do-It-Yourself Reference Centers *New in TexShare!***
 - Hobbies and Crafts Reference Center** - "How-to" instructions for virtually every hobby enthusiast.
 - Home Improvement Reference Center** - Full-text articles and images for home improvement and repair projects.
 - Small Engine Repair Reference Center** - Full-text articles and images for small engine repair guides.
- Education and Career Development:**
 - Vocational and Career Collection** - Full-text coverage for more than 340 trade and industry related periodicals.
 - LearningExpress LIBRARY** - TEST PREP • COMPUTER SKILLS • JOB SEARCH • ONLINE LEARNING.
 - LearningExpress Job & Career Accelerator** - Full-text articles and images for job and career resources.

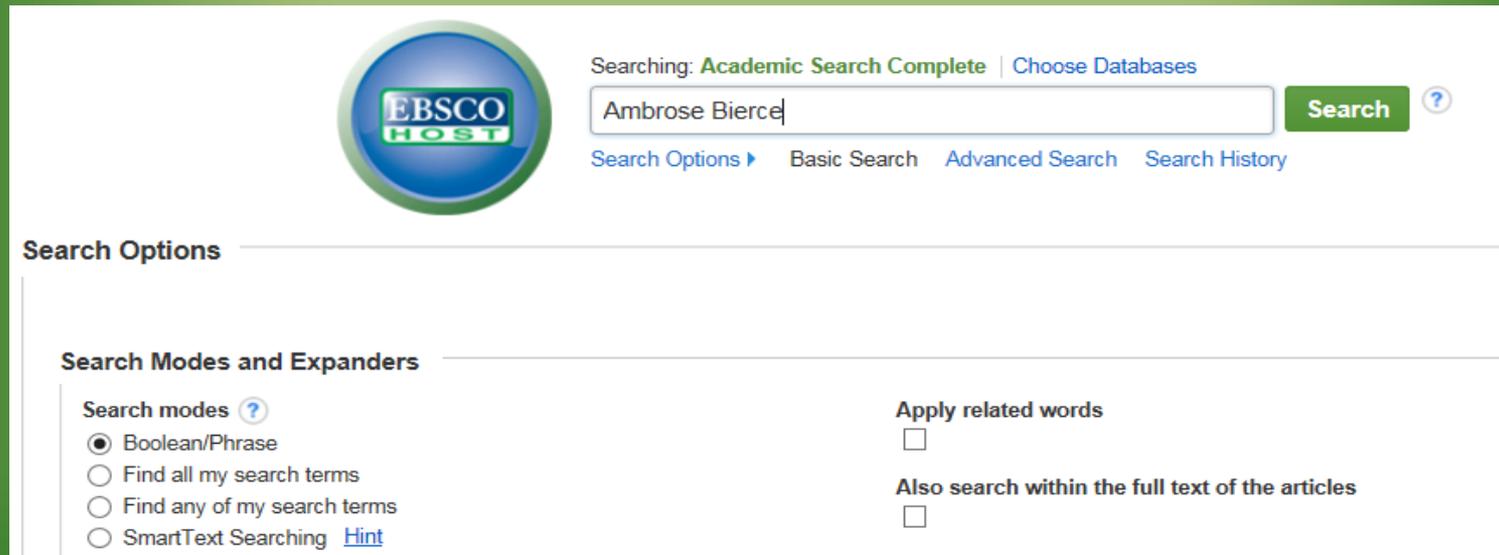
TexShare

- Scroll down the page until you see the heading **Complete List of Licensed Databases.**
- Click on **Academic Search Complete.**

Complete List of Licensed Databases <small>SP denotes databases with Spanish language content available.</small>		
GENERAL INFORMATION All EBSCO Databases <small>more info</small> Academic Search Complete <small>more info</small> eBooks on EBSCOhost <small>more info</small> Fuente Academica <small>SP</small> <small>more info</small> Funk and Wagnall's New Encyclopedia <small>more info</small> InfoTrac Newsstand <small>more info</small> Legal Collection <small>more info</small> MasterFile Premier <small>more info</small> Military and Government Collection <small>more info</small> Newspaper Source <small>more info</small> Psychology and Behavioral Science Collection <small>more info</small> Religion and Philosophy Collection <small>more info</small>	HOMEWORK AND EDUCATION EBSCO Student Research Center <small>more info</small> EBSCO Kids Search <small>more info</small> ERIC <small>more info</small> MAS Ultra: School Edition <small>more info</small> Middle Search Plus <small>more info</small> Primary Search <small>more info</small> Professional Development Collection <small>more info</small> Searchasaurus <small>more info</small> TOPIC Search <small>more info</small> Vocational and Career Collection <small>more info</small>	BUSINESS P Academic Se <small>more info</small> EBSCO Enha <small>more info</small> EBSCO Busin <small>more info</small> Economia y <small>more info</small> InfoTrac New <small>more info</small> Regional Bus <small>more info</small>
GENEALOGY AND HISTORY Bibliography of Native North Americans <small>more info</small> Handbook of Texas <small>more info</small> HeritageQuest Online <small>more info</small> Texas Digital Sanborn Maps <small>more info</small> Texas Reference Center <small>more info</small> World History Collection	BOOKS AND LITERATURE 20th Century Poetry Collections <small>more info</small> Contemporary Authors <small>more info</small> Contemporary Literary Criticism <small>more info</small> Dictionary of Literary Biography <small>more info</small> Literature Resource Center with Scribner and Twayne's <small>more info</small> WorldCat	HEALTH AN Alt Health Wa <small>more info</small> EBSCO Cons <small>more info</small> EBSCO Natur <small>more info</small> eBooks on EB <small>more info</small> Health Refer <small>more info</small> Health Sourc

TexShare

- From this window, you can search by author's name, title of work, or keyword. Search for "Ambrose Bierce"



The screenshot displays the EBSCO Host search interface. At the top left is the EBSCO Host logo. To its right, the text "Searching: Academic Search Complete" is shown with a link to "Choose Databases". Below this is a search input field containing "Ambrose Bierce" and a green "Search" button with a help icon. Underneath the search bar are links for "Search Options", "Basic Search", "Advanced Search", and "Search History".

Search Options

Search Modes and Expanders

Search modes [?](#)

- Boolean/Phrase
- Find all my search terms
- Find any of my search terms
- SmartText Searching [Hint](#)

Apply related words

Also search within the full text of the articles

TexShare

- Click on Title to open the article.
- Along the left, are ways to narrow your search.
- Always make sure you click on **Full Text**.

The screenshot displays the EBSCO Academic Search Complete interface. At the top, the search bar contains 'Ambrose Bierce' and a 'Search' button. Below the search bar, there are links for 'Basic Search', 'Advanced Search', and 'Search History'. The main content area shows 'Search Results: 1 - 10 of 202'. On the left side, there is a 'Refine Results' panel with several sections: 'Current Search' showing 'Boolean/Phrase: Ambrose Bierce', 'Limit To' with checkboxes for 'Full Text', 'References Available', and 'Scholarly (Peer Reviewed) Journals', and 'Source Types' with a checked box for 'All Results' and other options like 'Book Reviews (112)', 'Magazines (44)', 'Academic Journals (37)', 'Trade Publications (4)', and 'Newspapers (4)'. A red arrow points from the 'Full Text' checkbox in the 'Limit To' section to the 'Full Text' link in the search results. The search results list three articles, each with a title, author, publication information, subjects, and a 'PDF Full Text' link.

Searching: Academic Search Complete | Choose Databases

Ambrose Bierce

Basic Search Advanced Search Search History

Refine Results

Current Search

Boolean/Phrase:
Ambrose Bierce

Limit To

Full Text

References Available

Scholarly (Peer Reviewed) Journals

1927 Publication Date 2014

Show More

Source Types

All Results

Book Reviews (112)

Magazines (44)

Academic Journals (37)

Trade Publications (4)

Newspapers (4)

Search Results: 1 - 10 of 202

Relevance Page Options Share

1. <A> and : Marks, Maps, Media, and the Materiality of Ambrose Bierce's Style.

By: Carey, Craig. *American Literature*. Dec2013, Vol. 85 Issue 4, p629-660. 32p. 4 Black and White Photographs, 1 Map. DOI: 10.1215/00029831-2367301.

Subjects: DIGITAL humanities; DIGITAL media; AMERICAN literature; ANNOTATIONS; BIERCE, Ambrose, 1842-ca. 1914

Show all 5 images

Cited References: (31)

PDF Full Text (4MB)

2. The Ethics of Moral Resistance: Ambrose Bierce and General William B. Hazen.

By: Morrone, Peter J. *Midwest Quarterly*. Summer2013, Vol. 54 Issue 4, p399-413. 15p.

Subjects: HISTORY; AUTHORITY; MILITARY service; INSUBORDINATION in literature; UNITED States; CIVIL War, 1861-1865; MORAL & ethical aspects; ESSAYS; SCHOOL & the Army in Germany & France, With a Diary of Siege Life at Versailles, The (Book); NARRATIVE of Military Service, A (Book); AFFAIR at Coulter's Notch, The (Short story); HAZEN, William Babcock, 1830-1887; BIERCE, Ambrose, 1842-ca. 1914

Cited References: (11)

PDF Full Text (792KB)

3. Anxious Representations of Uncertain Masculinity: The Failed Journey to Self-Understanding in Ambrose Bierce's "The Death of Halpin Frayser."

Explore the Databases

- The databases may be set up different but they generally work the same way.
- Some features available in the databases:
 - Print
 - email
 - listen to the article
 - Translate

Other Sources

- If you need **citation help** there is a link on the library's homepage under Citation Help.
- Always Remember: You can contact any of the library staff any time you need to.

pamela.reed@clarendoncollege.edu

james.gordon@clarendoncollege.edu

Clarendon College

Fulfill your research needs at the Library and check out our computer lab and print materials; including newspapers, magazines, fiction, non-fiction, and reference books.

