



# ELAC

## Guide to Library Resources



View library hours at: [library.elac.edu](http://library.elac.edu)  
Research Help Desk: (323) 415-4134

### Resources Available in the Library:

- Research help (talk with a librarian)
- Books
- E-Books (electronic books): can be read entirely online.
- Reference encyclopedias: provide background information on your topic.
- Online library databases: provide articles from encyclopedias, journals, magazines, and newspapers.
- DVDs (motion pictures and documentaries)

### Access Library Resources Both on and off Campus from the Library Homepage:

- Library catalog: find books and DVDs
- E-Books: search for electronic books in **NetLibrary** and **Ebrary** catalogs
- Online library databases: read articles from journals, magazines, and newspapers

### Use your ACE Account to Access Library Resources Off-Campus:

Username (ELAC student ID number)

Password (Elac + birth month + birth date / for example: Elac0512) Capitalize the "E"

### How to Find Books, E-Books, and DVDs in the ELAC Library Catalog:

- Begin at the ELAC library homepage: [library.elac.edu](http://library.elac.edu)
- Click on Main Campus under Our Library Catalog
- Use a **Words or Phrase** (keyword) search to find books on your topic.
- Once you find a book on your topic, click on **Details**, then on the **Catalog Record** tab, and then click on the **Subject Terms** to find more books on your topic.

### Due to our temporary location, only the following books for check-out are shelved inside the library:

- Chicano Studies, Call Numbers H-HX and J-JV
- Fiction
- Children's books
- Career/Test/Exam books

**Request a book in storage at the Reference Desk. Books in storage are available for pick up the following business day.**

## Find Articles in the Online Library Databases

- Begin at the ELAC library homepage: [library.elac.edu](http://library.elac.edu). Under “Find Articles & More,” place your cursor over Online Databases and select a database from the list.

### Some Database Suggestions:

- **ProQuest Direct:** access articles from over 4,000 scholarly journals, magazines and newspapers (appropriate for all disciplines)
- **Gale Virtual Reference:** find background information on your topic from subject-specific encyclopedias
- **CQ Researcher:** access investigative reports on current social issues
- **Opposing Viewpoints:** locate articles representing various sides of an issue
- **Literature Resources from Gale:** find articles about authors, novels, poems, short stories, and plays
- **Biography Resource Center:** research well-known people (authors, inventors, historical figures, presidents, etc.)
- **History Study Center:** access maps, historical documents, and journal articles
- **Nursing Resource Center:** find a variety of nursing care resources

## Remember to Evaluate Websites (located through Internet searches) for Credibility

When searching the open Web with search engines like Google or Yahoo, use these questions to test a site’s reliability:

- **Author** – Who created the site? Is the author qualified to write on the topic?
  - **Accuracy** – Does the website include references? Can you verify the information provided on the site?
  - **Audience** – Who is the website created for? Is it appropriate for a college-level paper?
  - **Purpose** – Why does the site exist? Could the information contain unfair bias?
  - **Date** – When was the site created? Is the information current?
- Google Tips: Use the Advanced Search feature to limit by domain (.edu / .gov)
  - Search ipl2 (ipl.org) to find open Websites evaluated by librarians.

## Always Cite Your Sources If You Borrow Words or Ideas from Websites, Books, or Articles

- For help with creating a Modern Language Association (MLA) “Works Cited” page:
  - Go to the ELAC library homepage: [library.elac.edu](http://library.elac.edu)
  - Click on Tutorials & Research Guides
  - Click on Library Handouts
  - Click on the MLA Bibliographic Format

## Get Help from a Librarian

- Ask a librarian at the Research Help Desk for research assistance.
- Call the Research Help Desk at (323) 415-4134
- Attend a Library Workshop to learn research skills.
- View online research guides for specific courses: <http://researchguides.elac.edu/>