

Making Your Students Aware of CSN's Library Tutorials and Research Guides

How do my students find the Library's tutorials and research guides?

From on or off campus, your students can use the tutorials and research guides by going to CSN's library home page, www.csn.edu/library, and clicking on "Find Help and Tutorials," or they can go directly to www.csn.edu/pages/1535.asp.

How do I know if my students already have basic college level research skills?

Although CSN does not require students to take a basic research skills class for any degree, one of the College's general education goals is to develop opportunities for students to learn information literacy skills across the curriculum. An [Information Literacy Competency Exam](#) is available on the Library's "Help and Tutorials" page at www.csn.edu/pages/1535.asp. The 26 question exam is in PDF and can be printed out and then filled in by students or you might ask the questions in class to get a general sense of the skill level of your students. An e-mail request for the answer key can be sent to library@csn.edu. Please be aware that students can request the answer key also.

What tutorials are available and how can I incorporate them into my course?

► [SearchPath](#): Teaches students how to effectively use library resources for research assignments. Students click on a "module" and go through the tutorial at their own pace. You can assign any or all of the modules at relevant times during the semester. At the end of each module is a quiz. The last page of the quiz contains a summary of their answers. This page can be printed out and turned into you as proof of completion of the assignment. SearchPath consists of the following six "modules:"

- [Module 1: Choosing Sources](#)- Explains the difference between magazines, journals, newspapers, books and encyclopedias; describes how to find each source; discusses why to use library sources versus Internet sources.
- [Module 2: Creating a Search Strategy](#)- Discusses ways of selecting and narrowing down a research topic; explains how to identify keywords or subject headings when searching for information; gives tips for keyword searching in research databases and library catalogs.
- [Module 3: Using the Library Catalog](#)- Explains what CSN's library catalog is and how to use it; gives locations of CSN's campus libraries; explains the information in a library catalog record; explains what a call number is and how to use it to find books or other library materials; gives tips on searching the library catalog by keyword, title, author and subject.
- [Module 4: Finding Articles in Research Databases](#)- Explains what a research database is, why it is used and how to select the appropriate database; shows how to find CSN's research databases and how to log into them from on or off campus; explains how to search a database and how to find full text articles versus citations or abstracts.
- [Module 5: Using the Web](#)- Explains what the Internet is, how it is organized and how Internet sources differ from Library sources; explains how to use a url, subject directories and search engines; gives tips for searching the Internet and shortcuts for using Internet browsers; discusses how to evaluate information found on the Internet.
- [Module 6: Citing Sources](#)- Explains what a citation is and what the different parts are; discusses APA and MLA style and when to cite sources; explains what plagiarism is and how to avoid it; discusses copyright.



► Online Tutorials-flash based: These tutorials demonstrate how to find scholarly journal articles and search specific databases. If your research assignment requires students to use a scholarly journal, magazine or newspaper article, you might first direct them to one or more of these tutorials:

- Find a Scholarly Journal Article (with audio)- Explains the difference between scholarly journal articles and popular magazine articles; shows with screen shots how to find CSN's library journal indexes; demonstrates how to find a full text journal article in Academic Search Premier; discusses the citation information on an article record and how to link to the full text.
- Find a Scholarly Journal Article (no audio)- Same demonstration as above without narration.
- Search EBSCO Databases- Basic Search (with audio)- EBSCO is one of the world's largest providers of online databases. Many of CSN's library databases are provided by EBSCO. This tutorial demonstrates how to do a basic search; ways of limiting the search results; how to print, e-mail and save articles; how to search by subject; how to find cited references.
- Search EBSCO Databases- Advanced Search (with audio)- Discusses the features of advanced searching; how to search by field; how to limit, sort and save results; how to create search alerts.
- Search Auto Repair Reference Center (with audio)- Demonstrates how to search this unique database of automotive repair manuals.

What research guides are available and how can I incorporate them into my course?

CSN's Library research guides help students with every step of the research process. The research guides are available in PDF and can be used by your students through the main "Help and Tutorials" page at www.csn.edu/pages/1535.asp. You may place a direct link to each individual research guide in your course web site or use them as handouts or visual aides during your lectures. The following research guides are available:

- Choosing a Topic
- Writing a Thesis Statement
- Steps in the Research Process
- The Argumentative Essay
- Keyword and Subject Searching
- Magazines and Journals- The Difference
- Comparing Databases and Search Engines
- Comparing Directories and Search Engines
- Evaluating Web Sites
- Searching With Google
- APA Style Guide and Sample APA Paper
- MLA Style Guide and Sample MLA Papers

How can my students get research assistance from a librarian?

- Campus Library Reference Desks- A librarian is available at the Charleston, Cheyenne and Henderson campus to assist students with all aspects of their research, from choosing a topic, to finding information to citing sources. Check the Library web site for locations and hours.
- Online Chat- Students can use the "Chat With Us! Ask a Librarian" link on the Library web site to get real time, online research assistance from a CSN librarian during library hours.
- Research Workshops- Research workshops are held on most Fridays during the semester at the Charleston Campus. Some of the workshops are "drop-in," where students receive personalized help from a librarian with their research assignment, while other workshops include a lecture and demonstration by a librarian on doing research for college assignments. Check the Library web site for a current workshop schedule.

