GETTING STARTED IN THE LIBRARY

As you begin your research on your class project on some aspect of theater, you will want to go to the library web page (http://www.ehc.edu/academics/resources/kelly-library). Unless you are already an expert on this topic, some background information or a general overview might be useful. The titles listed below, all located in the reference section of Kelly Library, have good articles/essays on many varied aspects of theater. They are examples of **specialized encyclopedias** - they focus on a particular subject, as compared to **general** encyclopedias, such as Americana or World Book.


*Salem Decades Series.* (also online as *Salem History*)


*Gale Encyclopedia of E-Commerce* (REF/ HF5548.32/.G35/2012)

*Encyclopedia of Activism and Social Justice* (REF/ HM671/.E53)


*Encyclopedia of Sex and Gender* (REF/ HQ16/.E52/2007)

*Great Events from History: Gay, Lesbian, Bisexual, and Transgender Events, 1848-2006* (REF/HQ73/.G74/ 2007)


*Homosexuality and the Law: A Dictionary* (REF/ KF4754.5/.A68/S74/2001)

*Drama Criticism* (REF/PN1601/.D59) 45 vols.

*Oxford Guide to Plays* (REF/PN/1625/P38/2007)

*Columbia Encyclopedia of Modern Drama* (REF/PN/1861/.C65/2007)


*Culture Wars: An Encyclopedia of Issues, Viewpoints, and Voices.* (electronic book)

*Best Plays, 1894--.* (PN/2266/.A2/B4) (note: this series is in the **circulating collection**, not reference)
ELECTRONIC REFERENCE MATERIALS

In addition to many print sources in the reference section, there are several databases that contain reference-type material. Links to these sites are located on the library webpage, under **Journal Articles and Databases**. Try doing a search on your assigned topic in some of the databases listed below.

**Credo Reference** - Contains hundreds of reference books in a broad range of subjects. See sample search below: “Matthew Shepard”

**Gale Virtual Reference Library** – Database of encyclopedias, almanacs, and specialized reference sources for multidisciplinary research. Below is a sample subject search on the *Iraq War*. 
Biographical Information

If you are searching for biographical information on a particular person, you may want to try a search in some of the print reference sources listed at the beginning of this guide. You will also want to search the following online biographical database.

**Biography in Context** - This database contains over 600,000 biographies on more than 500,000 people gathered from more than 170 award-winning Gale reference sources. A sample search is shown below:
FINDING MATERIAL WITH THE ONLINE CATALOG (HAL)

After you have found some general information, you might want longer, more detailed information. One great place to look is in the online catalog. Emory & Henry belongs to a group, or a consortium, of four libraries called Holston Associated Libraries, and they share a common catalog. Sometime you will hear library staff members refer to the catalog as HAL. All types of items are in our catalog; besides books, there are DVDs, CDs, videocassettes, audiocassettes, electronic books and other electronic resources. You can search for material in several different ways: by subject, title, author and keyword. The screenshot below is from a keyword search on Dick Cheney. As you see this record provides information about the book, title, author, where to find it, etc. This sample search is very basic, but there are many ways you can limit or tailor your search. We won’t go deeply into that now, but the library staff wants you to be aware of the catalog and that it has the holdings in all kinds of formats of its member libraries. The most important thing to remember is to ask for help!
WHAT DO THESE STRANGE LETTERS AND NUMBERS MEAN?

After you have found books and other material in the catalog, how do you find these things in the library? The call numbers don’t look like what you are used to in your school learning resource center or local public library. That’s because Kelly Library uses the Library of Congress classification system.

FINDING ARTICLES IN DATABASES

Besides books, you will want to find articles on your chosen topic. Articles generally fall into two groups: popular magazines and scholarly periodicals. You have online access to both kinds of articles through the many databases this library subscribes to. Take a look at the Journal Articles & Databases list on the library webpage. There are dozens of databases, and most of them are partially or completely full-text. Some databases that you may find helpful are listed below.

Academic Search Complete – periodical database that includes both popular and scholarly journals. This database has many full-text articles as well as indexing and abstracting for many other journals. Following is a sample search on Clybourne Park by Bruce Norris)
America’s Newspapers – America’s Newspapers from Newsbank provides the full text of over 700 U.S. newspapers. Although newspapers may not be considered scholarly sources, they can be helpful in giving you information as the event was, or is, unfolding; tracing a story through the newspaper can give you a day-by-day breakdown of it. Below is a search on gentrification AND neighborhoods AND Chicago.

General OneFile – News and periodical articles on a wide range of topics: business, computers, current events, economics, education, environmental issues, health care, hobbies, humanities, law, literature and art, politics, science, social sciences, sports, technology, and many general interest topics.

JSTOR – Scholarly online journal collection that contains the back file of journals from a variety of subject areas. Search example below is “Waiting for Lefty”
**Literature Resource Center** – Single-search access to an assortment of traditional literary reference works; critical information on authors and their works; current journal articles; and many additional resources. Below is a **Name of Work** search on "The Normal Heart".

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**WHAT DOES “SCHOLARLY” VERSUS “POPULAR” MEAN?**

Throughout your college career, you will hear professors and librarians mention popular magazines and scholarly journals. Or, your professors may tell you to rely on scholarly, not popular sources. What does that mean? Generally, articles in popular magazines, such as *Time, Sports Illustrated, Glamour,* etc. are geared toward a large audience. Scholarly journals, such as the *American Historical Review, American Journal of Psychology, International Journal of Ethics,* etc. are aimed at scholars and students in specialized fields. *People* is a magazine about celebrities and popular culture; the *Journal of Popular Culture* studies and analyzes it.

Here is a link to a helpful chart (**Scholarly vs Popular Articles**) on the Skidmore College’s Library website that will help you distinguish the difference between the two types of publications.

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**WHAT DO YOU DO IF AN ARTICLE IS NOT FULL-TEXT IN A DATABASE?**

If you're looking, for example, in *Academic Search Complete,* and you find an article that is not full-text, what do you do? Go to our **E-Journals by Title** list that is located on the library webpage! An article that may not be full-text in one database may very well be full-text in another one of the library's dozens of databases. Just search for the title of the journal to retrieve a list of databases that offer it in full-text, along with which years are available.
DOCUMENTATION AND PLAGIARISM

Plagiarism is serious academic misconduct. The E&H Academic Code clearly states that it is a student’s responsibility to give credit to another person’s exact words or unique ideas. The Honor Code reinforces this concept with the statement that one of its elements is “A commitment to abstain from all forms of cheating and plagiarism.” Documenting sources correctly will help you avoid this mistake in your papers and presentations. Your professors will talk to you more in-depth about this issue. In high school, you may have already have had some experience with documenting your research using one of the following documentation styles. The three most common styles you may hear your professors mention are MLA (Modern Language Association), APA (American Psychological Association) and the Chicago Manual of Style. The library has guides for all of them. Also, on the library’s Research Tips page (located on the library’s webpage under Research), there are links to several helpful sites. The Re: Writing 3 (formerly Hacker) is especially helpful.

FINDING GOOD INTERNET SITES

There are lots of good web pages and some that are not so good. In high school your teachers and media specialists have probably given you some advice on telling the good from the bad. Try this site (http://www.widener.edu/about/campus_resources/wolfram_library/evaluate/default.aspx/) at the Widener University’s Wolfram Library page for a great YouTube tutorial on evaluating websites.

In addition to pages you find on your own with your favorite search engines, the librarians in Kelly Library have pulled together high-quality websites, subscription databases and print resources by subject on the library webpage under Subject Resources. Take a look at the areas listed; you may see a resource you can use. Some helpful websites for this class include: The Internet Broadway Database (http://www.ibdb.com/index.php), Lortel Archives: Internet Off-Broadway Database (http://www.lortel.org/lla_archive/), Google Scholar (http://scholar.google.com/) is another good way to locate more academic-oriented material on the web.

YOUR BEST RESOURCE

Your best resource in the library is the people who work here! If you are having problems locating or using any of these resources, please ask a library staff member for assistance. We’re here to help you with your information needs. Kelly library is open 92.5 hours a week during the regular semester, and a reference librarian is available until 9 pm Sunday-Thursday, and all day Friday and Saturday.

Circulation Staff

Adam Alley
Jennifer Bassett
David Lyons
Holly McCormick
Melissa Phelps

Reference Librarians

Lorraine Abraham (director)
Jane Caldwell
Patty Greany
Jody Hanshew
Janet Kirby

Another valuable resource available to you on this campus is the E&H Writing Center in McGlothlin-Street 233. It is not an editing service; the tutors there can work with you to improve your papers by giving you advice on grammar, organization and documentation matters. For information on operating
hours and tutor schedules, call ext. 6796 or check the Writing Center (http://www.ehc.edu/academics/resources/academic-support/writing-center) webpage.

**Remember:** We’re here to help you with your information needs. Please don’t hesitate to ask us for help. You can reach us by calling the Circulation Desk at **ext. 6208**, emailing askalibrarian@ehc.edu, or visiting the library in person.