

# Institutional Tips

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## Eastern Michigan University

EMU Institution tips will be about using Esearch and library Research Guides:

URL: <http://www.emich.edu/library/>

## Jackson CC

The Jackson Community College Library shares a catalog with Jackson District Library (use Library card), providing students with quick access to the resources and services of this 13 branch library system.

Book hold in online catalog is a daily delivery

Please bookmark the library website, <http://www.jccmi.edu/library>

## Kalamazoo Valley Community College

KVCC's catalog , "Cougar Catalog" has an ebooks only search that works well. Logging into "MyValley" gives remote access to our ebook collection.

Deaf author request: there is a local note: deaf authors in the online catalog. This is for American sign language classes.

KVCC's LibGuides are painfully buried 3 clicks deep into the library main page.

<https://www.kvcc.edu/library/> --> Research Guides/Websites --> LibGuides -->

## Kellogg Community College

I would like to explain that we are also the library for Miller College (small college that offers classes on their campus). I will also mention that we have LibGuides and Summon (this is the blue box on homepage)

Links:

<http://www.millercollege.edu/>

<http://www.kellogg.edu/library/>

## Lansing Community College

1. Please be sure that students are entering their correct student email address, which should be their [tuid@mail.lcc.edu](mailto:tuid@mail.lcc.edu) (students often reach us through our course management system, D2L, and enter that internal email address).
2. Also be aware that we DO have co-op librarian access to our databases.

3. Take a look at our research guides for frequent assignments.

## Lawrence Technological University

As a workaround for not having an institutional login for RHN librarians, anyone can search our catalogue, TechCat+, actually WorldCat Local, to retrieve citations to books and articles that would be available to LTU students.

<http://www.ltu.edu/library/index1.asp>

The use local Worldcat.

## Michigan State University (Terri Miller)

If the patron has a citation for an **article**, do a Title search in **the Library Catalog** for the journal. All of our journal holdings, print and electronic, are available in the catalog. No need to go to the E-Journals page or search in a subject-specific database. New web design this summer.

For questions about finding a trade journal related to a particular major or career, go to the Assignments section of the Policies page and copy and paste the information for WRA courses. There is also a link to a video showing how to locate trade journals in ProQuest.

For any and all technical/technology questions (D2L, ANGEL, Electronic Resources access, NetIDs), call the 24/7 Support Line at 1-800-500-1554. This phone number is answered around the clock by staff in the Main Library.

For tips on locating ASTM standards, refer to the Locating Standards research guide:

<http://libguides.lib.msu.edu/content.php?pid=91737> (includes a video showing how to locate standards). Also, link to ASTM Standards Online is available through our Electronic Resources portal:

<http://er.lib.msu.edu/item.cfm?item=050634>, but note the special instructions: "After connecting, click Subscriber Login at top right of page, then select IHS Standards Expert from the menu."

Since I will not be there, Terri Miller will present these tips for MSU.

## Muskegon Community College

Not attending

## Northwestern Michigan College

We have a pretty active information literacy program and tell students to use librarians to brainstorm alternate terms or better search strategies. I see a lot of VR users from our freshman English 111 and 112 classes. If in doubt, just err on the side of educating them and giving them reminders about basic

search skills (choosing databases wisely, find one good source and look at subject headings, and remembering to use "and")

If students indicate they're undecided on where to go with their topic, please know we encourage them to explore background and possible search terms in the Reference Section. We now have Credo Reference you can show them (Gale Virtual Reference as well.)

We're working to remind students about \*not\* just copying the URL from the browser address bar, but clicking the permanent link/persistent link, so if anyone else struggles with this and has found a way to teach this to students, please let us know.

## Oakland CC

For OCC it's about locating full text journals. Our Journals List, Citation Finder, and something on the horizon – Ebsco Discovery service which we hope to implement mid-summer but completely live by fall.

## Spring Arbor University (Elizabeth Walker)

Outline for tips and links

- (1) When students click on our databases or ebooks (in our catalog) from off-campus, they are asked to authenticate with their MySAU username and password. The login screen looks like this. <https://ezproxy.arbor.edu/login> This is the same username and pass all of our patrons/students use to login to their SAU email, SAUonline/blackboard, and the MySAU portal. <https://mysau3.arbor.edu> If students do not know their password, they can contact the SAU helpdesk at [helpdesk@arbor.edu](mailto:helpdesk@arbor.edu) or 517 750 1200 x1234
- (2) Related to this authentication issue, if students try to login to our library catalog to request, renew, or borrow something from MelCat. <https://dromedary.arbor.edu/patroninfo~S0> They use a different authentication... their first name and last name and instead of a password use their 6 digit student ID number.
- (3) We switched our A-Z journal list recently and have been slow to upload our print serials. This journal list includes all of our electronic serials/databases, fiche/film, but not print. <http://sites.arbor.edu/whitelibrary/list-of-journals-sau/>
- (4) Finally, we are in process of implementing EBSCO's discovery service. It is out there on our site for patrons to use, but still needs plenty of tweaking. <http://ezproxy.arbor.edu/login?url=http://search.ebscohost.com/login.aspx?authtype=ip,uid&group=main&profile=eds>

## St Clair County CC

St. Clair County Community College

Library webpage <http://esearch.sc4.edu>

Different ways to contact a reference librarian: text, email, phone, chat with 24/7, Check out a Reference Librarian, Book a Study Room

Library Research Guides

Skipper One Card (student ID cards)– use library number on back

They have a middle college on campus

E-res for nursing students – password is in the QP Policy Page.

## Washtenaw Community College

Eres – access for classes

Libguides – course specific – from library homepage click Research Guides

<http://libguides.wccnet.edu/>

Blog – on homepage – announcements

By fall we will have a discovery product in place.

## Wayne County District CC

See Handout

### 1. Article Database Structure

- Databases on our college library web page are arranged by two categories: general and specialized;
- When you click on the “General” link all of the databases will be displayed;
- However, when you click on the “Specialized” link you will need to click on a “plus sign” for each category in order to display all the databases on that subject;

### 2. Remote access to databases

- On the left side of library home page you can find the remote access database link;
- After click it, patrons need to login with the first five digit of library card number which in on the back of their ID card. Our college Students’ ID card is also called “One Card”;
- A WCCCD One Card is a college ID for students, faculty and staff. It is also their library card and print card. On the back of the “One Card” is a barcode, this is the patron’s library card number;
- To gain remote access, patrons just need to type in the first five digits of their library card number. Please ask the patron if they have the ID card in hand. Otherwise tell the patron to get the card at any campus security office.

### 3. Interlibrary loan

- WCCCD is a participant in the following interlibrary loan services:

MelCat  
DALNET

4. Other new services update on web frequently.

The link of library home page

[http://www.wccd.edu/dept/learning\\_resource\\_center.htm](http://www.wccd.edu/dept/learning_resource_center.htm)