

Library Orientation Action Outcomes

1. Recognize many ways to request librarian assistance
2. Recognize citations for BOOKS and CHAPTERS IN BOOKS
3. Find/acquire **known** BOOKS/CHAPTERS
 - a. Search EMU Library Catalog
 - i. Interpret Locations, e.g. ARC
 - ii. Place Holds / Recalls
 - iii. If item is not owned by EMU or is checked out...
 - b. Search *MeLCat*
 - i. If item is not available...
 - c. Request via EMU Interlibrary Loan (Illiad)
4. Recognize citations for ARTICLES
5. Find/acquire **known** ARTICLES or JOURNALS
 - a. Search EMU's *Journals by Title*
 - i. Item is available immediately online, electronic full-text
 - ii. Item is available in a physical format (print / microfilm) in the library building
 - iii. Item is not immediately available in either digital or physical format
 1. Request a copy of the item (no charge) via EMU Interlibrary Loan
6. Find/acquire BOOKS on a **subject**
 - a. Search EMU Library Catalog
 - i. Search terms
 1. Subject headings
 2. Keyword synonyms
 - b. Search *WorldCat*
 - i. Search terms
 1. Subject headings
 2. Keyword synonyms
 - ii. If items not owned by EMU or *MeLCat*, request via EMU Interlibrary Loan
 1. ILL via FindText+
 2. ILL via library home page

7. Find/acquire ARTICLES on a **subject**

a. Where to search

- i. Consider communication channels
- ii. Identify discovery/search tools
 1. 'Where to Start' database page
 2. EMU Library Research guides
 3. Consult librarian subject specialists

b. How to search

- i. Search terms
 1. Subject headings
 2. Keyword synonyms

c. How to locate items found

- i. Look for EMU FindText+ button or link
 1. Item is available immediately online, electronic full-text
 2. Item is available in a physical format (print / microfilm) in the library building
 3. Item is not immediately available in either digital or physical format
Request a copy of the item (no charge) via EMU Interlibrary Loan

8. Find/acquire DISSERTATIONS and THESES

a. EMU

- i. Search EMU Library Catalog

b. Non-EMU

- i. Search *Dissertations and Theses Full Text*

9. Create *RefWorks* account