GUIDE to Using Library Services and Resources

Archbishop Alter Library

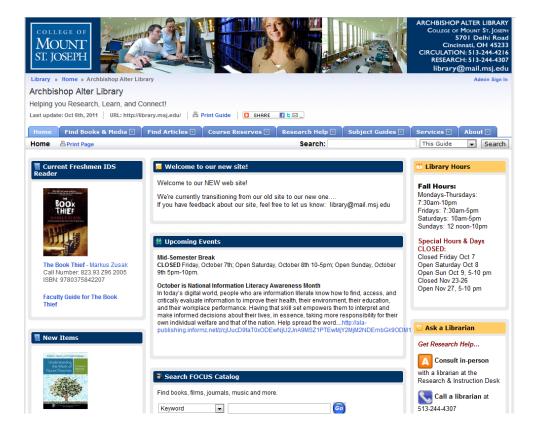
Provides access to:

- Approx. 100 000 books and 300 journals and magazines.
- Over 140 electronic databases. Thousands of electronic journals and e-books. Millions of full text articles.
- The collections of 90 Ohio libraries through the OhioLINK resource sharing program.





1. Library Website - http://library.msj.edu



- Access your library account: https://focus.msj.edu/patroninfo (renew, track your OhioLINK requests, cancel requests)
- Search Library Catalog "Focus" http://focus.msj.edu
- Search OhioLINK Catalog and order books through OhioLINK http://olc1.ohiolink.edu/search

Tutorial: How to search Focus and OhioLINK catalogs http://library.msj.edu/content.php?pid=173308&sid=1473908

- Order via Interlibrary Loan <u>https://zap2.library.colostate.edu/zap/Entry.cgi?Affiliation=cmj</u>
- Search the Library Databases
 http://library.msj.edu/content.php?pid=173308&sid=1458105
 - o Index A-Z http://library.msj.edu/content.php?pid=173308&sid=1473718
 - o **By Subject** http://library.msj.edu/content.php?pid=173308&sid=1473742
- Course Reserves: http://focus.msj.edu/search/r; electronic reserves http://reserves.msj.edu
- Research Help http://library.msj.edu/content.php?pid=173308&sid=1458108
 - Basic research tips
 http://library.msj.edu/content.php?pid=173308&sid=1473905
 - Evaluating websites . Journal vs. Magazines
 http://library.msj.edu/content.php?pid=173308&sid=1473910
 - Citation Manuals http://library.msj.edu/content.php?pid=173308&sid=1759462
- 2. Off Campus Access http://library.msj.edu/content.php?pid=173308&sid=1719630
- **3. Library is open:** Monday Thursday 7:30am 10pm; Friday 7:30am 5 pm; Saturday 10:00 am 5:00 pm; Sunday 12 pm 10am. Look for the information about the special hours and days on the library home page.
- 4. Ask A Librarian:
- Consult in-person with a librarian at the Research & Instruction Desk
- Call a librarian at 513-244-4307
- Email at library@mail.msj.edu or Chat online via KnowItNow Academic
- **5. Library Self-Guided Tour** http://library.msj.edu/content.php?pid=173308&sid=1473750