

# How to Find Articles

Mary and John Gray Library, Lamar University

<http://library.lamar.edu>

## Basic steps:

- Use a database to search for articles on your topic.
- If the articles are available in that database, save them or print them.
- If the articles are not available in that database, check other databases through Serials Solutions.
- If the articles are not available online at all, check the library's catalog.
- If our library doesn't have the article online or in print, use Interlibrary Loan to order the article.



**Have questions?**

**Get answers!**

### In person

First floor of the library.

### By phone

Local: (409) 880-1898

Toll free: (866) 375-5565

### Instant Messenger

lamar.reference on AIM

292071988 on ICQ

lamar.reference on MSN

lamar.reference on Yahoo

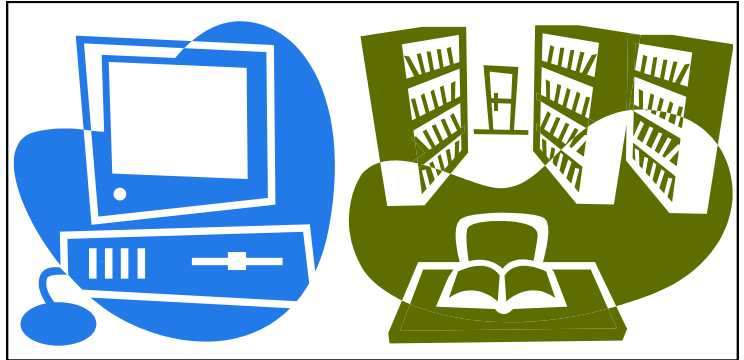
## How do I find articles on my topic?

### Search a database.

The library subscribes to over one hundred research databases. These databases work like internet search engines, but they list articles from newspapers, magazines, and academic journals rather than web sites. Most of your instructors would prefer sources found in the databases over sources found on the web.

You get to the databases through the library's web site. Follow the instructions below.

Once you're in a database, search for key words and terms related to your topic. Each database has search options, so become familiar



**The databases are online, but some of the articles are in the library.**

with them.

The search results will be a list of article citations. Many databases provide **full-text** articles, so the article will be available to read, print, or download. Articles available as **PDF** or **full page image** will be scans of the original arti-

cles. **HTML** or **plain text** articles will include just the text from the articles.

If the articles you want are not full text, follow the instructions on the back of this guide for more options.

## Get to the databases

1. Start at the library's home page:  
<http://library.lamar.edu>.
2. Click the **Find Journal Articles and More** button.
3. Sign in with your **student ID number**.
4. Select an option (explained below).

My instructor or librarian recommends these databases:

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The database menu has these options:

### List databases by subject area.

Select this option to find databases that are good for your subject area. You will be able to select from a list of subjects that roughly correspond to Lamar's programs of study.

### List all databases (A-Z list).

Select this option to get an alphabetical list of all of our databases. This option helps if you're looking for a specific database.

**Find an online journal (Serials Solutions).** This option is explained on the back of this guide. Use this option to see if a specific journal is available online.

### Search multiple databases at

**once.** We are trying out a system called **360 Search** that lets you cross-search many of our databases. You can select databases from specific subject areas or pick-and-choose from a list of fifty databases. Although you can search many databases at once this way, many search options are unavailable through 360 Search.

## What if the article is not full-text in the database?

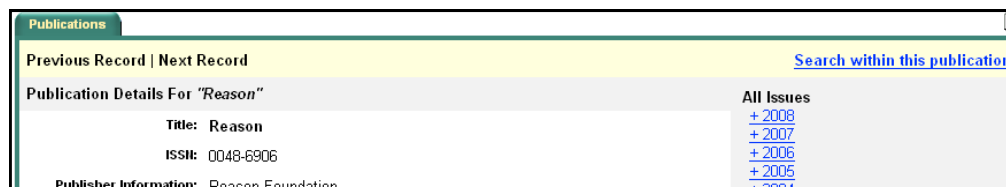
It may be full-text in a different database. Check **Serials Solutions** to find out.

Serials Solutions contains a list of all of the full-text publications in all of our databases. You can get to Serials Solutions by using the third option on the database menu. (See **Get to the databases** on the front of this guide.)

To use Serials Solutions, type in the **title of the publication** (not the title of the article). If the publication is available full-text, you will get

**Reason** (0048-6906)  
from 07/01/1991 to present in [ProQuest Research Library](#)  
from 06/01/1993 to present in [Student Resource Center College Edition Expanded](#)  
from 01/01/1994 to present in [Academic Search Complete](#) and [Academic Search Premier](#)

**Serial Solutions results for the publication Reason.**



Search or navigate to the issue you need in a screen like this.

a list of available issues and links to databases. (See above.) If you get no results, the publication is not available online. (Skip to the next section below.)

If the date you need is listed, click into the appropriate database. You will have to search for the article you need or select the issue you need from a list.

**Extra:** Use the **Browse e-journals by subject** option in Serials Solutions to find full-text journals in a subject area.

## What if the article is not full-text anywhere?

It may be in the library's collection. Check the library's catalog to find out.

Go to the library's home page (<http://library.lamar.edu>). Set the catalog search to **journal title**. Search for the title of the journal or magazine, not the title of the article.

If the catalog has a listing for the publication, click the title.

You should see a display like the one at right.

The circled section shows the date ranges for the issues in the library. The most recent issues are at the Periodicals/Reserves Desk on the 2nd floor. The older volumes are found in either the **stacks** (3rd-6th floors) or in **microfilm** (2nd floor) depending on what the **note** indicates.

A screenshot of a library catalog record. The record is for 'Human communication research' by the International Communication Association. It lists the publisher, pages, and item info. A circled section titled 'LAMARUNIV' contains location and holdings information. Below this, there is a 'Holdings' section with a table showing the number of copies, material type, and location for the publication P91.3 .H85.

Mary & John Gray Library	Copies	Material	Location
P91.3 .H85	1	Periodical	2nd Floor

Journal listing in the library's catalog. The available issues are circled.

## What if the article is not in the library?

**Request the article through interlibrary loan.**

Use the citation of the article to fill out an interlibrary loan form. These are available online at the library's web site. Just go to <http://librarylamar.edu> and click the **Interlibrary Loan** link in the **Services** column. This is a free service.

The interlibrary loan process usually takes a **week to ten days**. If an article is sent to us electronically, we will e-mail you with a link and log-in information so you can download the article from us. If the article is sent to use in hard copy, the copy will be held on the second floor for pick-up.

01/08 JL

