Library Services orientation and quiz for graduate students in TEC 5001

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Introduction to Library Services at Eastern Illinois University.

The collections and services at at EIU's Booth Library provide you with online access to some of the greatest research collections in the world. Our print and electronic collections number in the millions of items and through library partnerships we also make available to all EIU students and faculty collections from research libraries across the state and around the world. This brief introduction to the services and resources available to you will help you understand:

1. The variety of services available at Booth.

2. The types of information you are likely to need for university graduate studies and the variety of forms in which that information is presented.

3. The search tools necessary for the discovery of information at Booth, and a basic introduction to searching bibliographic databases. This section will help you complete your library assignment.

4. The Library faculty whose job it is to help you in every step of the research process, from developing a research strategy, to identifying highly effective search terms, to managing your sources.

Part One: Services

Services at Booth can be divided into three broad categories: Circulation services, Technology services and Reference, or Research services.

Circulation services are focused on your access to materials available at Booth and through other libraries.

If you want to borrow materials from Booth library whether the materials are books, DVDs, CDs, or an umbrella (yes, we loan umbrellas!), you will need your panther ID card.

Graduate student loan periods are as follows:

Books: 8 weeks
Video, (DVD, VHS): 3 days
Audio (CD, LP) 1 week
Reserves*: 3 hours- 7 days
*Course reserves are books (or articles) that have been removed from general circulation for a semester because a faculty member has added it as required reading for a class. Reserve loan periods are determined by the professor and can be anywhere from 3 hours to 7 days. Media such as DVDs and CDs can also be placed on reserve.

Borrowing materials from other libraries

If you need a book or journal article that is unavailable at EIU, Booth library circulation services will find it at another library and get it for you, free of charge.

This service, called **Interlibrary Loan**, requires advance notice and can take anywhere from 3-5 business days. Detailed information on borrowing books through the I-Share Catalog is available on the [library website](#).

The I-Share Catalog is used to search for and request items from 85 [CARLI libraries](#) (including EIU) in Illinois. The EIU Library Catalog, which is part of the I-Share system, contains records for the almost 1.5 million items held by Booth Library.

Interlibrary loan for journal articles is a slightly different process, but since it is often all electronic, the time needed to receive an article you request can be as short as a day, or somewhat longer depending on availability. Detailed instructions can be found on the [library website](#), or read the [ILL FAQ](#).

**Technology Services**, located on the 4th floor of Booth is available to assist you with:

- The media collection
- The large computer lab with the full complement of [university licensed software](#)
The use of DVD, Blu-Ray, VHS, LP players, accessibility software and equipment and scanning and reproduction hardware and software.

Group study rooms

Reference or Research Services are the faculty librarians at your service to facilitate your access to information and help you accomplish your research goals at EIU. They are available at the Reference desk on the 3rd floor of Booth Library whenever the building is open, and they are available through email or chat to answer your questions. Links to the email or chat reference services are located on the library site and on the library widget on all course home pages.

Part Two: Research information comes in a wide variety of forms

The kinds of information you will be asked to find for your assignments can vary greatly. In our contemporary society we are awash in information from the most trivial to the momentous. We have access to innumerable sources at our fingertips at any time of the day or night that will find us some kind of information about any subject.

In an academic framework such as graduate school, you will need to make important determinations about the types of information you use, and you will need to accurately attribute that information to it's source. In doing academic research it is insufficient to rely on open web search engines because most published and authoritative information on any subject (if it is available electronically) is restricted to private, subscription based websites. Secondly, contrary to popular belief, not everything is available in a digital format.

The types of information you will frequently need to find and to use for a graduate program in technology will be highly specific technical schematics and standards, technical manuals and encyclopedias, print and electronic monographs, and scholarly research in the form of published journal articles and conference proceedings.

If you were shown an example of each of these information products, would you be able to identify them, and more importantly, if you were given an accurate citation, would you be able to retrieve the document(s)?

Each page image below is an example of a type of information product you might be required to find and use. The images link to the bibliographic record of the publication in the library catalog and--where possible--to a Google Books limited preview of the entire work. A page and then the cover of the publication is presented.
2.4 Battery Charging Methods and EV Charging Schemes

The safety, durability, and performance of batteries are highly dependent on how they are charged or discharged. Abuse of a battery can significantly reduce its life and can be dangerous. A current SDF includes both charging and discharging control on-board. In the future, it will be integrated into the grid energy distribution system. Hence, the focus here is given to the discussion on battery charging and charging infrastructure of EVs.

2.4.1 Charging Methods

For EV batteries, there are the following common charging methods [3]:

a. Constant Voltage: Constant voltage method charges battery at a constant voltage. This method is suitable for all types of batteries and probably the simplest charging scheme. The battery charging current varies during the charging process. The charging current can be large at the initial stage and gradually decreases to zero when the battery is fully charged. The drawback in this method is the requirement of very high power in the early stage of charging, which is not available for most residential and parking structures.

b. Constant Current: In this charging scheme, the charging voltage applied to the battery is set to maintain a constant current in the battery. The SOG will increase linearly versus time for a constant current method. The drawback of this method is that it is unsuitable for implementation with DC/DC converters. The cut-off can be determined by the combination of temperature, battery current, voltage, and time.

c. The combination of constant voltage and constant current methods. During the charging process of a battery, the methods will be used. Figure 2.2 shows a charging profile of a Li-ion cell. At the initial stage, the battery can be pre-charged at a low, constant current. If the set is not pre-charged before, then it is anochloro to charge the battery with constant current at a higher value. When the battery voltage is SOG, a certain threshold point, the charging is changed to constant voltage charging. Constant voltage charging can be used to maintain the battery voltage afterwards if the DC charging supply is still available.

![Typical Li-ion cell charge profile](image)
Part three: search tools and bibliographic databases*

*(this section will help you complete the library assignment in your dropbox!)

Rather than limiting yourself to searching open web search engines (such as Google or Bing) Booth Library provides you with over one hundred different subscription based databases so that you can search for high quality information on any subject. Most often, these databases are bibliographic in nature, or, they utilize standardized rules to describe and label different information products. Those products can be books, Reference books, journal articles, theses, or dissertations.
You are already familiar with many of the elements of a standardized bibliographic description (also called a catalog record), such as the title, author and publisher name. Other standardized elements of bibliographic data include:

- Subject Headings
  - region
  - era
  - topic
- Genre Headings
- Location
- Call Number
- ISBN (International Standard Book Number)
- Table of Contents

There are many more data elements that are technical in nature.
With the important exception of the library catalog, the search interface for virtually all of these databases has been made available as a single search box. All you need to search them is to enter a term or terms. You can then retrieve a list of relevancy ranked results.

The two major types of bibliographic databases that you will encounter at Booth are the Library catalog and article databases. These two types of resources are where you should focus your research whenever you are asked to find information on a topic for an assignment.

The Booth online catalog contains a *description* and location information (or a link) for every item owned by the library whether it is a print book or an electronic book.
To search the catalog click on the "Books and Movies" tab from the library's home page.

Example search:

Take a look at this list of resources found in the catalog by searching for the terms "information technology society."

The first book on the list, titled Business, Information Technology and Society, by Stephen D. Tansey. In order to find this book and check it out you need to locate it in the book stacks by using the call number. By examining the record you will see the call number is HD30.2 T365 2003. The location tells me that books with an 'H' call number are on the 3000 level, or 3rd floor. I will need to locate the bookshelf containing that call number on the 3rd floor. Using the "Map it!" function I can pinpoint the location slightly closer.

Each search tab on the library homepage provides a different kind of search. The default search tab is an article search across several multidisciplinary databases from the Ebsco company. This search option is aimed at the widest possible audience and you will very likely find something that meets your search criteria.
However, you are graduate students! The level at which you are expected to perform requires more than the most basic search, or "casting the widest net." You need to focus your searching and be sophisticated about your strategy.

Thankfully, the librarians at Booth have made it easy to identify the appropriate research resources for your subject area. As mentioned above Booth subscribes to over 100 databases. A few of these are intended to serve a broad spectrum of information users, but most are narrowly focused to a particular subject, be that literature, medicine, psychology or applied technology.

In order to find the appropriate database for you, follow the Databases link on the landing page just below the search boxes, or, click on the "research by subject" tab and follow a link to your chosen subject.

Once there, click in the drop down menu and select a subject area for your research.

If you were to select Technology, you would be presented with a page linking you to databases appropriate for doing research in technical areas.

The primary database for this subject area is Applied Science and Technology Abstracts which contains indexing and abstracts for nearly 800 English language scientific and technical publications dating back to 1983.

You may experiment with searching this database in the search box below.

Many other databases and library catalogs from all over the world are available for you to search from the list of all databases.
Part four: The library Faculty

The library faculty are available to you in a variety of ways. You may identify and contact any of the subject librarians to suggest materials or ask about resources in any area.

Reference librarians are also available in person whenever the library is open and via email and chat at any time of day.

We are dedicated to support the success of EIU students and consider that support to be among our primary responsibilities.
Sharpening Your Library Research Skills

Using library catalogs

1. Scenario: You are looking for a book with the title The Sourcebook of Contemporary Green Architecture by Sergi Costa Duran published in 2010. You have searched in the EIU library catalog to discover that Booth library does not have the book.

   A. What is the name of the library catalog that you would search to find this book in other Illinois academic libraries?

   B. Once you find the bibliographic record for The Sourcebook of Contemporary Green Architecture" by Sergi Costa Duran, name three libraries in Illinois that have the book.

   C. Can you borrow this book? Yes or no?

2. Scenario: You have been asked to read a chapter from a library e-book. The book is titled "Reuse of materials and byproducts in construction: waste minimization and recycling" and is edited by Alan Richardson. The chapter you need to read is related to the concept of reclaimed timber.

   A. Who is the author of this chapter?

   B. List the author and title of one of the publications that the chapter lists in the References section.
C. Review the library catalog record for this book. List the first "topic" heading used for this book. The "topics" are part of the bibliographic record for the book.

3. Scenario: Starting from the "Books and Movies" search tab on the library home page, perform a keyword search in the library catalog for the terms: handbook organization leadership.

From the list of results for this search, limit your results to the topic of Leadership by clicking on that topic. Options for limiting your search results are listed along the right column of the results page.

A. How many titles are in this subset of results? ________

B. Each of the books in this list has a call number (except the e-books). The call number indicates both where the book is shelved and also what the book is about. All of these books have organizational leadership as one aspect of their subject matter, however some books treat the subject matter in a different context and are therefore classified differently. This means they have call numbers beginning with different letters. For example, one of the titles is about organizational leadership in the context of education and therefore has a call number beginning with the class for education, "L". Another is in the context of Nursing and has a call number beginning with the medicine class, "R".

The majority of these books are classed in one subject area (more than half of them have call numbers that begin with the same letter). What is the main subject classification for this list of books? Answer with the class letter as well as the subject area for that class.

You may use this guide to the Library of Congress Classification system for help in answering this question.
4. Answer the following:

A. What is the class letter for Technology? _______

B. On what floor, 1st through 4th, (or numeric level, 1000, 2000, 3000 or 4000) of the library will you find books with call numbers beginning with the class letter for Technology?

C. Call number are alpha-numeric and progress from low to high. Go to the book stacks with the call numbers for technology. Find the highest call number you can and photograph the shelf that it is on. submit this photo with your assignment and label the image or name the file: "answer to question 4-c"

Using Reference Materials

5. The Encyclopedia of Science and Technology Ethics, located in the reference room, has an entry titled "Profession and Professionalism". First you need to find the reference book, then you need to find the entry within it. From that entry answer the following questions.

*You have to find the call number for the encyclopedia and look in the book to answer this question. The answer to 5A is in one volume of the book and the answer to 5B is in a different volume of this multi-volume work.*

A. What is the fourth sense of the word Profession? _______

B. Who is the author of this encyclopedia entry? author: _______

C. On what page is the answer to question 5A? _______
6. From the library's home page (library.eiu.edu), look below the text entry box on the articles search tab and click on the "Reference Resources" link. The resulting page will have a search box labeled "search inside reference books." Perform a search for the terms "supply chain logistics."

A. How many search results are there? _______

Return to the "search inside reference books" search page. Change the button beneath the search box from "Gale" to "Springer" and perform the same search.

B. How many search results are there? _______

C. Judging from the types of content available in the lists of results, which of these publishers, Gale or Springer, would be a more appropriate tool for the kind of work you hope to do?

Using Journal Resources and Article Databases (the home stretch)

7. Approximately how many databases does Booth Library subscribe to?

8. Name the "subject specific" databases especially relevant for doing research in technology and applied sciences?
9. How many interdisciplinary databases are recommended by the Technology Subject Librarian?

10. Who is the subject librarian responsible for Technology?

11. What is that person's email address?

12. Using the "Journal Titles" search tab on the library home page, type in the terms "information systems management" (do not use quotation marks). Click the "Go" button.

   A. What is the ISSN (International Standard Serial Number) for this journal? (an 8-digit, hyphenated number).

   B. What is the earliest year we (EIU) have access to this journal in electronic format?