



DATABASE

SPEEDY SELECTION GUIDE

Access these databases from the green “Databases” tab at <http://www.richlandcollege.edu/library/>
Note: If you are off campus and you want to access a database, you must be currently enrolled in the DCCCD or be a DCCCD employee. Before you are connected to the database, a screen will appear that will ask you for your name, student ID number and PIN number (your birth date). Once you have submitted this information, you will be connected to the database you have chosen.

<u>IF YOU NEED</u>	<u>USE</u>
Pro/Con information on hot topics	<i>Opposing Viewpoints, SIRS, Issues & Controversies, CQ Researcher, or Pro & Con Online</i>
In-depth coverage of hundreds of important topics	<i>CQ Researcher</i>
Easy to read articles (good for ESOL & Developmental Courses)	<i>Student Research Center, TOPICsearch, eLibrary, MasterFILE Premier, or SIRS</i>
Newspaper articles from many city newspapers	<i>Newspaper Source InfoTrac Custom Newspapers</i>
Statistics	<i>Issues & Controversies (Facts On File) – see Special Feature "By the Numbers", CQ Researcher</i>
Journal articles (many scholarly & peer-reviewed)	<i>Academic Search Complete or OmniFile Full Text Mega</i>
Just a few really good articles	<i>SIRS or Readers' Guide Full-Text</i>

Electronic Database Search Universals

1. **Select** the appropriate database for your research needs
2. **Search** the database by keyword (using Boolean operators *and*, *or*, *not* when appropriate), by field, or by subject
3. **View** your search results (revise your search if you are not happy with the search results)
4. **Mark** the best articles for export (this option not available on some databases)
5. **Export** marked records by saving to a disk or flash drive, e-mailing, or printing.