To find a book:

1. Go to the library website using www.jsu.edu and then click on “library”.
2. Under the changing pictures at the top of the screen you will see the search field for the library’s catalog.
3. Using the drop down box, determine how you want to search for your book either by title, keyword (general search), or author.
4. Key in your search terms and click “go”, this will bring you list of available resources in the library.
5. When you retrieve this list, you may click on the blue hyperlink to see more information about the title.
6. Check to see if the book is checked out or not under the “status”. (not charged = not checked out)
7. Then write down the call number. Example: DR 1509.C73x
8. Next check to see what floor it is on and then find the book in the stacks.
9. Lastly, check out at the circulation desk (big round desk in the lobby).

To find a scholarly article:

1. Go to the library website using www.jsu.edu and then click on “library”.
2. Next click on “Databases/Electronic Resources”
3. To make things easier I recommend that you start with the list of “Frequently Used Databases”
4. In the first search we will use Academic Search Elite
5. Click on Academic Search Elite
6. In the first entry field type in your search terms and then click the box beside “full text” and on the box beside “Scholarly (Peer Reviewed) Journals” under the yellow bar that says “limit your results”. Then click on “search” or hit the “enter key”. This will bring back complete articles from scholarly publications. HINT: YOU MAY ALSO USE THE LIMITERS TO SEARCH FOR PERIODICALS, NEWSPAPERS, AND BOOKS.
7. Your search results will look like this:

1. Evacuation Times of Civilians and Soldiers Wounded during the War in Croatia. By: Hebrang, Andrija; Henigsberg, Neven; Hrabac, Pero. Military Medicine, Nov 2006, Vol. 171 Issue 11, p1045-1050, 6p; (AN 23225155)
   PDF Full Text (3.2MB) Search for full text Check Library's catalog for holdings.

8. Click on the “PDF Full Text” to access the article directly.

9. After you have decided whether or not to keep the article you may then either print it in the library with money from your JSU card or email it to your account and print it at home.

10. Click on the E-mail link to email the article to yourself.

11. And there you go, you have found a scholarly article!

To access Britannica Online (original wikipedia)
Good resource to use for looking up biographical information.

1. Go to the library website using www.jsu.edu and then click on “library”.
2. Next click on the link that says “Databases/ Electronic Resources”.
3. Under the heading “Databases by title” use the dropdown box to locate Britannica Online and click “go”.
4. You can enter your search terms such as “Eudora Welty” or “Maya Angelou” into the main search field at the top of the page and then click “go”.
5. Et voilà.

HINTS: Once you have found your source you may either print it at the library or email it to your account so that you may print at home.

Be sure to scroll down to the end of the page because Britannica Online shows you how to cite your source using MLA style.
To find specific information about literature use the database called:

**Literary Reference Center**

1. Go to the library website using www.jsu.edu and then click on “library”.
2. Next click on the link that says “Databases/ Electronic Resources”.
3. Under the heading “Databases by title” use the dropdown box to locate Literary Reference Center and click “go”.
4. Key in your search terms in the box beside “Find;” I’ll use “Langston Hughes”
5. A list of results will pop up and you must **click on** the hyperlink that says either “PDF Full Text” or “HTML Full Text”

Here is an example of some search results:


[**HTML Full Text**](note: Do not click on the blue hyperlinked title to get to the work)

6. After you have found an article that you would like to use, you may then print it at the library or email it to your account.

**HINTS:** If you are **having a tough time locating articles** about your subject look in the column to the far left “Narrow Results by Subject”. Sometimes this can be a useful way to refine your search and get better hits.

**Narrow Results by Subject**

**HUGHES, Langston**

**BOOKS -- Reviews**

**African Americans**

Consequently, if you are **very pleased with a certain article** you have found you can find others like it by clicking on the hyperlink within the Full text article that says “Find More Like This”. This hyperlink is located to the right of the title.

**The Poetics and Prose of Langston Hughes** [Find More Like This](

Another database that is helpful for looking up literature articles and information is the **Literature Resource Center**

1. Go to the library website using www.jsu.edu and then click on “library”.
2. Next click on the link that says “Databases/ Electronic Resources”.
3. Under the heading “Databases by title” use the dropdown box to locate **Literature Resource Center** and click “go”.


4. The site for Literature Resource Center provides you with several types of searches, we will use the default search which automatically comes up when we access the database. It is an author search. Key in the name of your author and click the green button “search”

5. Here is an example of your search results:

- **Your search, Langston Hughes, returned results in the following categories:**

  - **Langston Hughes**
    - (1902-1967)
  - **Variant(s):** James Langston Hughes; James Langston Langston; James Mercer Langston Hughes
  - **Nationality:** American
  - **Genre(s):** Ballads; Children's literature; Film scripts; Lyric poetry; Novels; Plays; Short stories; Translations; Essays; Autobiographies
  - **Literary Movement/Time Period:** Jazz poetry, Harlem renaissance, Dialect poetry

6. As noted before you may either print or email your articles.

**HINTS:** Literature Resource Center is a great way to find information about your author, however, be sure to look at the TABS at the top of the page. These tabs will help to refine your search. There are six tabs at the top of the page: Biographies, Literary Criticism, Articles, and Work Overviews, Bibliographies, Additional Resources, Literary-Historical Timeline, and MLA International Bibliography. It is especially important to remember that the tab for Literary Criticism, Articles, and Work Overviews is subdivided as such underneath the main tab.