Getting Started ONLINE @ the CFCC Library

Scan the Library’s website: http://www.cfcc.edu/lrc
You’ll find our hours and contact information, policies, a link for “after hours” help and all links to our online resources.

Use the Library Catalog to locate ebooks and evideos.

Catalog Tips:
- Try your search term(s) first in the main search box.
- Too many results? Choose “Advanced Search” and try a “Title” or “Subject” search.
- Too few results? Try truncating a word in your search to pick up variation. Typing econ* searches for economy, economic, economics, economist, etc.
- If you find one resource that seems just right for your assignment, look at the “Subject Headings” linked to it to find additional resources that are similar.

Choose the “Articles & eResources” link to find 100+ databases with magazine, journal, & newspaper articles; business directories; foreign language learning; career resources, and more.

- Start with a good general database, like ProQuest Central.
- Keep your initial search simple—it defaults to “Full Text.”
- Select other limits (such as peer-reviewed, scholarly journals, source type, and publication date, etc.), as needed, to narrow your results.
- Look at the “Related searches” for ideas on common search phrases.
- Use the database tools—Email, Print, Cite, Export/Save—once you have a good results list.

Get Library help when the Library is closed.
- Follow the “Research Guides” link to see suggested resources and search strategies for your specific academic program.
- The Library Info Guide (http://libguides.cfcc.edu/Library-Info) can help you with general topics such as Avoiding Plagiarism, Citation Help, or Information Literacy (evaluating web resources). There’s even a Guide for Online Learning: http://libguides.cfcc.edu/Online-Learning.
- To email your question to a CFCC Librarian, choose “Ask a Librarian.” The email address is: lrcref@cfcc.edu.
- Can’t wait overnight for an answer? The “NC Knows” link starts a live chat with a research librarian who can help with your question 24/7 (except for Sat. & Sun. midnight to 8:00 a.m.). http://cfcc.edu/lrc/email-chat-with-a-librarian/.

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