

All About Library Services and Resources at Cambridge College

Library Services and resources at Cambridge College for registered students, current faculty and staff include

- Cambridge College Online Library
- Traditional library facilities at campus sites
- Instructional Handouts
- Subject Area Handouts
- Instruction for Faculty and Staff
- Student instruction provided within coursework and by Writing Support Center tutors

Cambridge College Online Library (CCOL) provides

- 24/7 “Ask A Librarian” live reference service and research instruction
- Research Guides and Program Guides listing recommended search strategies, books, periodicals, websites, and more in many subject areas
- Reference Books: convenient access to dictionaries, thesauri, etc.
- Ebrary Electronic Books: more than 43,000 full-text academic books in all subject areas, with tools for colorcoding notes, saving notes, and text-to-speech
- PsycBooks: more than 1600 full-text psychology and counseling books from APA
- “How to Use CCOL Handbook” of instructions
- Refworks: online bibliographic citation building tool
- **Research Databases: convenient access to hundreds of thousands of full-text articles and millions of citations from scholarly and other periodicals in our Research Databases, which include:**

Database	Description	Total Indexed	Total Full-Text
Academic Search Premier	<i>Academic Search Premier</i> is the world's largest scholarly, multi-disciplinary full text database containing full text for nearly 4,500 journals, including more than 3,600 peer-reviewed titles. Also offers indexing and abstracts for all 8,144 journals in nearly every area of academic study.	8144 journals	4500 Journals
Business Source Premier	This is the industry's most used business research database, providing the full text for more than 2,300 serials, including 1,100 peer-reviewed. Coverage includes virtually all subject areas related to business.	2300 journals	2300 Journals
CINAHL with Full-text	<i>CINAHL with Full Text</i> is the world's most comprehensive source of full text for nursing & allied health journals, providing full text for more than 600 journals indexed in <i>CINAHL</i> .	630 journals	630 Journals
Ebrary Electronic Books	Ebrary Academic Complete is a highly interactive eBook database from ebrary® that covers all academic subject areas. The collection currently includes more than 43,000 titles from more than 220 of the world's leading academic, STM, and professional publishers. It also features a growing collection of premium titles, reference works, and digital maps unavailable in any of the individual subject databases.	43,446 books	43,446 books

Database	Description	Total Indexed	Total Full-Text
Education Research Complete	<i>Education Research Complete</i> is the definitive online resource for education research. Topics covered include all levels of education. Provides indexing and abstracts for more than 3,000 journals, as well as full text for more than 2,000 journals, 500 books and monographs, and numerous education-related conference papers.	3000 journals	2000 journals 500 Books
ERIC	Educational Resource Information Center provides full-text of 317,000+ ERIC documents; more than 2,200 full-text ERIC digests; and citations from over 1000 educational and education-related journals	1,300,000 records	317,000 documents
<i>GreenFILE</i>	<i>GreenFILE</i> offers well-researched information covering all aspects of human impact to the environment. Its collection of scholarly, government and general-interest titles includes content on global warming, green building, pollution, sustainable agriculture, renewable energy, recycling, and more. The database provides indexing and abstracts for more than 384,000 records, as well as Open Access full text for more than 4,700 records.	384,000 records	4,700 records.
Health Source: Nursing Academic Edition	Health Source: Nursing/Academic Edition provides nearly 550 scholarly full text journals focusing on many medical disciplines. Also featured are abstracts and indexing for nearly 850 journals. In addition, this database includes <i>Lexi-PAL Drug Guide</i> , which covers 1,300 generic drug patient education sheets with more than 4,700 brand names.	850 journals	550 Journals
Humanities International Complete	<i>Humanities International Complete</i> provides full text of 890 journals, plus books and other published sources from around the world. This database includes all data from <i>Humanities International Index</i> (more than 2,100 journals and 2.47 million records) plus unique full text content, much of which is not found in other databases.	2100 journals	890 Journals
Lexi-PALS Drug Guide	The Lexi-PALS Drug Guide is a database of Patient Advisory Leaflets from Lexi-Comp that provides vital education on medications for patients. The approach for each pamphlet is to present each medication in an easy to follow and understand question-and-answer format. The database consists of over 1,450 medication and natural product leaflets, with an additional 600 Spanish language leaflets representing the most subscribed and commonly used medications.	1450 leaflets	
LISTA	<i>Library, Information Science & Technology Abstracts</i> ,(LISTA) indexes more than 500 core journals, more than 50 priority journals, and 125 selective journals; plus books, research reports and proceedings.	500 Journals	
MEDLINE with Full-text	<i>MEDLINE with Full Text</i> is the world's most comprehensive source of full text for medical journals, providing full text for more than 1,470 journals indexed in <i>MEDLINE</i> . <i>MEDLINE with Full Text</i> is the definitive research tool for medical literature.	1470 journals	1470 Journals

Database	Description	Total Indexed	Total Full-Text
Mental Measurements Yearbook	<i>Mental Measurements Yearbook</i> , provides a comprehensive guide to over 2,000 contemporary testing instruments. Contains information essential for a complete evaluation of test products within such diverse areas as psychology, education, business, and leadership. Allows users to make knowledgeable judgments and informed selection decisions about the increasingly complex world of testing. MMY provides coverage from Volume 9 to the present.	2000 test instrument guides	
<i>The National Criminal Justice Reference Service Abstracts</i>	<i>The National Criminal Justice Reference Service Abstracts</i> covers the fields of law enforcement and criminal justice. Contains summaries of more than 190,000 publications including books, government reports, research reports, and unpublished research, plus content from 189 journals, including 12 with core coverage, 1970 to the present.	190,000 publications	12 journals - core content 189 Journals - Selected content
Newspaper Source	<i>Newspaper Source</i> provides cover-to-cover full text for 35 national (U.S.) & international newspapers, including <i>The Christian Science Monitor</i> , <i>USA Today</i> , <i>The Washington Post</i> , <i>The Washington Times</i> , <i>The Times</i> (London), <i>Toronto Star</i> , etc. Full text television & radio news transcripts are provided from CBS News, CNN, CNN International, FOX News, NPR, etc.	375 Newspapers	35 newspapers 375 Newspapers – selected content transcripts
Proquest Dissertations & Theses Abstracts	Catalogs over 2 million doctoral dissertations and master's theses, from 1861. Thousands more added yearly. This database is abstracts only.	2,000,000 dissertations	
PsycArticles	<i>PsycARTICLES</i> , from the American Psychological Association (APA), is a definitive source of full-text, peer-reviewed scholarly and scientific articles in psychology. Contains more than 137,000 articles from 66 journals - 50 published by the APA, and its imprint the Educational Publishing Foundation (EPF), and from allied organizations including the Canadian Psychology Association and Hogrefe Publishing Group.	66	66
PsycBooks	PsycBOOKS is a full-text database of books and chapters in the American Psychological Association's array of quality electronic databases. <ul style="list-style-type: none"> ■ Full text in PDF of 1,682 scholarly books and 25,899 chapters ■ 767 books published by APA, including 100 out-of-print books from 1950–2002 ■ 915 classic resources in psychology ■ <i>Encyclopedia of Psychology</i>, more than 1,500 entries 	1682 books	1682 books

Database	Description	Total Indexed	Total Full-Text
PsycExtra	<p>PsycEXTRA, a gray literature database, is a companion to the scholarly PsycINFO database. Most of the content was written for professionals and disseminated outside of peer-reviewed journals. PsycEXTRA includes abstracts and citations plus full text for a major portion of the records. There is no coverage overlap with PsycINFO.</p> <ul style="list-style-type: none"> ■ More than 150,000 records ■ Full text for more than 70% ■ 30,000+ records added yearly 	150,000 records	105,000 full-text records
PsycInfo	<p>PsycINFO is an abstract database that provides systematic coverage of the psychological literature from the 1800s to the present. (The database also includes records from the 1600s and 1700s.)</p> <ul style="list-style-type: none"> ■ More than 2.6 million records as of March 2009 ■ More than 2,450 titles covered ■ 99% are peer reviewed journals 	2450 journals and books	
Regional Business News	Regional Business News incorporates 80 business journals, newspapers and newswires covering all metropolitan and rural areas within the United States.	80 periodicals	80 Periodicals
<i>Research Starters – Business</i>	<i>Research Starters - Business</i> are study and research guides designed specifically for advanced high school students, college students and selected graduate students. They consist of comprehensive, yet concise topic summary articles of about 3,000 words in length written by researchers, scholars and other subject matter experts. These articles are designed to be starting points for students, designed to be starting points for students, providing them with topic overviews, definitions of relevant terms and concepts, detailed bibliographies, and importantly, links to top articles from the relevant EBSCOHost Find It Fast database(s).		
<i>Research Starters – Education</i>	<i>Research Starters - Education</i> are study and research guides designed specifically for advanced high school students, college students and selected graduate students. They consist of comprehensive, yet concise topic summary articles of about 3,000 words in length written by researchers, scholars and other subject matter experts, designed to be starting points for students, providing them with topic overviews, definitions of relevant terms and concepts, detailed bibliographies, and importantly, links to top articles from the relevant EBSCOHost database(s).		
Tests in Print	<i>Tests in Print</i> (TIP) serves as a comprehensive bibliography to all known commercially available tests that are currently in print in the English language. TIP provides vital information to users including test purpose, test publisher, in-print status, price, test acronym, intended test population, administration times, publication date(s), and test author(s).		
Database	Description	Total	Total

		Indexed	Full-Text
Wilson Select Plus	Full-text for 2393 scholarly publications in education, business, humanities and science since 1994. US and international professional publications, academic journals, and trade magazines.	2393 journals	2393 journals
TOTAL Note: includes duplicates; some periodicals are in more than one database		24,358 periodicals (includes some duplication) 2 million dissertations 45,628+ books 317,000+ documents 2000 Test instrument guides 1,834,000+ records 1450 leaflets	14,926 periodicals (includes some duplication) 317,000 documents 45,628+ books

NOTES:

- Information supplied by database vendors as of July 29, 2009. *EBSCOHost Find It Fast's* "Choose Databases" page is not always as current as individual vendors
- Most citation-only results link directly to lists of local libraries which have the item in full-text print, via WorldCat
- NOTE: Although all the databases are updated regularly for citations, some publishers do not make the full-text available when a new journal issue is published, so that they can encourage print subscriptions. Some will delay the online full-text for as long as one year. Other databases, such as newspaper databases, are updated daily. To see the most recent issues, check the journal's website which sometimes have the current issue in full-text, or use WorldCat to see which local library has the print edition.

Instructional Handouts are available by clicking *Instructions & Help* and then *Instructional Handouts* from the CCOL HOME page, or on the Cambridge College website at <http://www.cambridgecollege.edu/library/research.cfm>. Updated and new handouts are added regularly. Here is the list of instructional handouts and useful websites as of August, 2009. These links will not work from this page.

Cambridge College Online Use

- [All About Library Services and Resources](#)
- [Quickstart to Library Services and Resources](#)
- [How to Use Cambridge College Online Library Handbook](#)
- [Seven minute See-and-Hear Tutorial about CCOL](#)
- [All About Library Services and Resources](#)
- [Library News Blog - check here for training events; tech problem news; more](#)
- [Take this quick visual tour of Cambridge College Online Library](#)
- [EBSCOHost tutorials in Spanish and other languages](#)
- [EBSCOHost - Tutorials](#)
- [Wilson Select Plus and WorldCat - Basic Tutorial](#)
- [Electronic Books \(Ebrary\) Tutorials](#)
- [Using Ebrary Electronic Books](#)
- [Electronic Books tutorials in Spanish and other languages](#)
- [Model Research Assignment to help learn CCOL - MS Word version](#)
- [Model Research Assignment to help learn CCOL - PDF version](#)

Traditional Library Skills

- [Cambridge: Local Traditional Libraries](#)
- [Cambridge: Gutman Library Information](#)
- [Cambridge: Use of Gutman Library at Harvard Graduate School of Education](#)
- [Cambridge: Gutman card STUDENT Application](#)
- [Cambridge: Gutman card FACULTY Application](#)
- [Cambridge: Management Research at Kirstein Library](#)
- [Lawrence: Local Traditional Libraries](#)
- [Springfield: Local Traditional Libraries](#)
- [Greater New England Including Boston: Local Traditional Libraries](#)
- [Augusta, GA: Local Traditional Libraries](#)
- [Ontario, CA: Local Traditional Libraries](#)
- [San Juan, PR: Local Traditional Libraries](#)
- [Chesapeake, VA: Local Traditional Libraries](#)
- [Memphis, TN: Local Traditional Libraries](#)
- [Other Regions/International: Local Traditional Libraries](#)

Subject Area Research Help

Education

- [How to Read a Scholarly Article in Education](#)
- [A Policy Maker's Primer on Education Research: How to Understand, Evaluate, and Use it](#)
- [Search ERIC for Education and Counseling](#)
- [Teacher Research/Action Research Resources](#)
- [Research School Administration](#)
- [Research Education in General](#)

- [Action Research Websites](#)
- [Research to Create Curriculum, including Lesson Plans; Assessments; Rubrics; Instructional Theories](#)
- [Research School Nursing](#)
- [Research Technology in Education and School Library Media](#)
- [Research Health Education](#)
- [Research Subject Area Teaching in Math, Science, Social Studies, and More](#)
- [Research Special Education and Learning Disabilities](#)
- [School Nurse Info in CCOL](#)

Counseling

- [Research Counseling, Mental Health, and Psychology](#)
- [Search ERIC for Education and Counseling](#)
- [Scholarly Journals in the Mental Health/Counseling Field](#)
- [Career Development for Mental Health Counselors](#)
- [Counseling, Mental Health, and Psychology Full-text Books Online](#)
- [Encyclopedia of Psychology](#)

Management

- [Research Management and Business](#)
- [Research International Management and Business](#)
- [Health Care Management Information](#)

Medical

- [Biology Information Online](#)
- [Health Care Management Information](#)
- [Research Medical Information Online and in Libraries](#)
- [Research School Nursing](#)
- [National Guideline Clearinghouse](#)
- [Research Health Education](#)
- [Medical Interpreter Resources](#)
- [School Nurse Info in CCOL](#)
- [Health care search engine for public internet!](#)

Using the Internet

- [Choose the Most Effective Search Terms](#)
- [Using Google Scholar](#)
- [Checklist for an Informational Web Page](#)

Writing Research Papers

- [APA Style Help, Tutorial, More for 2009 APA Manual](#)

- [APA Style - what's new in the 2009 Manual](#)
- [APA Style Instructions for 2001 Manual](#)
- [Refworks: Create Reference Citations and Bibliographies](#)
- [Plagiarism Tutorial - Takes 10 Minutes!](#)
- [REFWORKS Tutorials](#)
- [Have a Successful ILP, IRP, or other Research Paper Experience](#)
- [How to Identify and Read a Scholarly Article or Book](#)
- [What to Read, and How to Prepare For, Organize, and Write Your Literature Review](#)
- [Brush up on your research and library skills with these Information Literacy Resources](#)
- [Disabled? You may qualify for free accessible books](#)
- [Handy All-Purpose ILP/IRP/Research Paper Hints!](#)
- [Scholarly Articles: What are the parts?](#)
- [Warning Signs of a Rushed Paper](#)
- [Spanish-Language Resources on the Web](#)
- [Free ebooks - the best sites](#)
- [Copyright Permissions, Policy, and Procedure of Cambridge College](#)
- [EFL Tutorials, Dictionaries, and Translation Tools in CCOL and Online](#)

M.Ed. ILP and CAGS Information:

- [ILP Handbook for School of Education, 2008](#)
- [CAGS Action Research Project Guide](#)
- [CAGS Action Research Project Sample](#)
- [Is Your ILP or IRP Ready to Be Passed?](#)

Traditional library facilities for our campus sites:

For specific information for each campus site, click "Traditional Local Library Info" from the CCOL HOME page, or see "Traditional Library Skills" section of <http://www.cambridgecollege.edu/library/research.cfm>

Borrowing privileges are provided for the following campus sites:

Cambridge, MA	Gutman Library of Harvard Graduate School of Education
NITE program	Borrowing privileges at host library
Springfield, MA	Babson Library at Springfield College
Lawrence, MA	Local public library access includes borrowing privileges at many local colleges
Augusta, GA	Reimbursement for local card at designated academic library
Ontario, CA	Reimbursement for local card at designated academic library
Memphis, TN	Reimbursement for local card at designated academic library
NITE/CAGS	Traditional library at our host college during summer residency.
San Juan, PR	Reimbursement for Universidad Metropolitana libraries
Chesapeake, VA	Reimbursement for local card at designated academic library

Instruction for Students

- “How to Use Cambridge College Online Library Handbook” available on the CCOL HOME page and at <http://www.cambridgecollege.edu/library/research.cfm>
- See “Instructional Handouts” by clicking *Instructions & Help* on the CCOL HOME page and at <http://www.cambridgecollege.edu/library/research.cfm>
- See an Academic Support Center writing tutor, if available at your campus site
- Ask your Proseminar Advisor or undergraduate LRN instructor
- When you are using the Cambridge College Online Library, click “Ask A Librarian” from the CCOL HOME page link *Instructions & Help*. A live, online librarian is available 24/7/365 to help you search using online chat
- If you are in a writing class, ask your instructor

Instruction for Faculty and Staff

- “Faculty Library Handbook” covering all basic information
- “Library & Research Resources News” sent every semester to faculty and staff mailing lists
- “Library Skills Teaching Help,” a group for all faculty which is in the MyCC portal, provides resources for using and instructing library skills, and facilities for online interactivity
- Occasional emails of instruction and/or resources
- Live group instruction at campus sites
- Online and telephone instruction available on request from maida.tilchen@cambridgecollege.edu

Your input is welcome: If you would like to suggest a periodical, database, instructional handout, subject area handout, instructional session, or any other service or resource, please contact maida.tilchen@cambridgecollege.edu

Library Strategic Planning Committee, a group of senior administrators and representatives from each school, meets three times each year to review resources and services, set policies, and do strategic planning. Contact Maida Tilchen to make requests, ask questions, etc.

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