

Information Literacy Tip – What is a Database? And a very useful book, free!

Make sure you know what the following terms mean:

database	An organized, searchable collection of information. CCOL databases include full-text journal and other periodical articles, documents, and books as well as millions of citation-only results.
citation in-text cite	A written way of providing bibliographic information about the source of a quote, paraphrase, or fact in a research paper. In APA style, a “citation” is what each item on the References page is called. An “in-text cite” is a notation in the sentence where the source is used.
citation- only result	A search result that does not provide full-text, but does provide bibliographic information so that the full-text can be located online or in print.
full-text result	The entire contents of an article, book or document. Results are usually in HTML or PDF file format.

Definitions of many more terms used in CCOL and online and library research can be found in the Glossary in the “How to Use CCOL Handbook.” View it from the link on the CCOL HOME page.

Free full-text book on how to do college research in CCOL!

In our Ebrary Electronic Books collection is a very thorough book on how to do a college research project. It is aimed at UK undergrads, but looks very suitable for all our programs.

To see it,

- go into the Cambridge College Online Library
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- put this title into the search box to view it.

[Doing Your Undergraduate Project](#) Author: [Reardon, Denis](#)

Publisher: [Sage Publications, Incorporated](#)

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Subjects: [Report writing](#) -- [Study and teaching \(Higher\)](#)