

GET READY

for Library Research and Recreation
2019 - 2020



**DO AS SOON AS POSSIBLE !
DO BEFORE THE SEMESTER STARTS !**

❑ ADD TO YOUR PHONE CONTACTS:

**📖 LIBRARY (Circulation, Reference, Course Reserves) 812.237.2580;
812.237.2541**

📖 Library Hours Recording 812.237.2375 [regular hours & exceptions]

📖 Math & Writing Center 812.237.2989

📖 Chat with Librarian Text link 812.712.4785

❑ Library HOME PAGE: library.indstate.edu - Memorize it

❑ ONLINE CATALOG: fusion.indstate.edu and fusionplus.indstate.edu - Memorize them

❑ MATH & WRITING CENTER: libguides.indstate.edu/mathandwriting - Memorize it

❑ IN YOUR BLACKBOARD COURSE SITES: go to blackboard.indstate.edu. Click on your courses. Note the ISU Library and Librarian Live Chat tabs

❑ OUTSIDE of the Library, locate 1 book drop-box on the SOUTH side and one NORTH of the Library. Then, find the drop-box/return that is ATTACHED to the FRONT of the Library building itself

❑ Off-campus students: know your portal ID and password to gain access to databases

- ❑ COME TO THE **LIBRARY** [aka CML aka Cunningham Library] - be sure you have your Student ID - that is your 'library card'
- ❑ Pick up a copy of the *Student's Library GUIDE* [cream-colored] from the information kiosk - if you didn't get one during New Student Orientation



- ❑ Stop by 1st-floor **DESK - Circulation and Reference** [look for the neon ? 'Ask'] and say *hi I'm a new student at ISU* to the library staff people on duty
- ❑ Find one of your favorite movies on [**Browsing**] DVD and check it out.
- ❑ Find a music CD [**Browsing**] and check it out. Note: if we don't have it, fill out a suggestion form
- ❑ What other Browsing formats do we have on the 1st floor?

- ❑ Go to the 1st floor **Browsing Periodicals** racks and pick up a popular magazine and skim thru it



- ❑ Relax in the **Cup & Chaucer** - better yet, get something to eat & drink
- ❑ Explore the layout and features of each of our floors -how many comfy chairs can you find??!!
- ❑ Need a designated **QUIET** place to study? Go to the 3rd floor.

- ❑ Follow the **Dark Blue** carpet squares from the 1st Floor to the 2nd Floor to find the **Math & Writing Center** -- pick up a copy of their services brochure.

ON YOUR OWN COMPUTER

or in your online bookmarks eg. Delicious, etc.

The Library is fully wireless; be sure you have configured your personal computer/laptop/tablet for the ISU network (go to Stalker Hall if you have problems, or call the **Information Technology Helpline 812-237-2910**). Many tables have electric plugs. Recharge your phone, laptop, tablet in the 1st floor recharging station.

- ❑ Set up a **Favorites** for: **ISU Library**
- ❑ Find these via the **LIBRARY HOMEPAGE** and add them to your Favorites list:
 - ❑ Electronic Resources (Articles)
 - ❑ Circulation Services: loan periods, online renewals, overdue fines & fees
 - ❑ Reference e-Books [hint: *Electronic Resources*]
 - ❑ Reference Live Chat [hint: *HELP*]
 - ❑ Library Hours [hint: *ABOUT*]
 - ❑ Subject Guides aka How-to-Do Research Guides
 - ❑ Library Research Planner [FIND VIA THE SUBJECT GUIDES]
 - ❑ Meet with a Librarian [online form; hint: *HELP*]

- ❑ Find the list of **Subject Specialists** under **HELP**: look for your major/minor. Write down the contact name of the librarian/s assigned to these areas:
 - a. _____
 - b. _____
- ❑ Find the LIBRARY'S **BLOG** link > **Library News** [note: we have **Facebook, Twitter, Instagram & YouTube**, too]
- ❑ Under **Services** drop-down menu >> **Circulation**, look for **Reserve Services** and read **Reserves for Students**
- ❑ Find the **Interlibrary Loan Services** page and set up your **ILLiad** account so you can request books, articles, etc. not held by the ISU library
- ❑ Via **Electronic Resources**: Find the **Naxos Database** [hint: Select **Subject** >> **Arts and Music** -or- **All Databases A-Z**] and listen to a recent audio file - lots of classical but also ethnic, jazz, etc.

THE LIBRARY AND YOUR CLASS ASSIGNMENTS

For most research projects, you will be required to use academic library-based resources and links. Look thru each syllabus and **highlight** reading or project assignment dates. Look for any specific information that will relate to doing library research; for example, will you be required to know & use APA or MLA style? Do you have to find a 'professional journal' in your major? Are specific types and quantities of resources listed? If your class does not receive an instructional session with a librarian, contact your **Subject Liaison** for a consultation appointment.

Access the **Online Catalog**. Utilize **Fusion's Account** features: Login [you'll input your Student 991 # & create a 4-number PIN/Password]. Search, then **Add to Lists**. Later access **MyLists** to retrieve. Print the list whenever you are ready to come to the Library to retrieve materials. [Journal article databases have similar long-term save features.]

My Lists > HipHop (4)			
Mark	Title	Author	Date Added
<input type="checkbox"/>	<u>Cool hip-hop music [electronic resource] : create & appreciate what makes music great! / Karen Latcha</u>	Kenney, Karen Latchana.	02-08-2013
<input type="checkbox"/>	<u>Keep on pushing : Black power music from blues to hip-hop / Denise Sullivan.</u>	Sullivan, Denise.	02-08-2013
<input type="checkbox"/>	<u>Know what I mean? : reflections on hip-hop / Michael Eric Dyson.</u>	Dyson, Michael Eric.	02-08-2013
<input type="checkbox"/>	<u>Wake up! [electronic resource] : hip-hop, Christianity and the Black church / Cheryl Kirk-Duggan and M</u>	Kirk-Duggan, Cheryl A.	02-08-2013

In a **NOTEBOOK/BINDER** or in your **Cloud space**, set up a **LIBRARY/RESEARCH SECTION** -or- in **MICROSOFT ONENOTE**, set up a **SECTION GROUP** for **LIBRARY/RESEARCH** and then a **SECTION** on **LIBRARY INFO**. Keep copies of library-related handouts, library assignments, citation style guides, printouts of fusion lists, etc.

ADDITIONAL RECOMMENDED READING & LINKING

- ❑ **Campus Academic Integrity** web site: www.indstate.edu/academic-integrity/more-student-info : look thru the **Research Time Management**, **Plagiarism Avoidance Skills**, **Know Your Citation Styles**, and **Get Your Bibliographic Management Software** sections
- ❑ **Library's Plagiarism Tutorial** is our Turnitin Information for Students libguides.indstate.edu/turnitinforstudents
- ❑ **Library of Congress Classification Outline** (figure out how most ISU Library materials are organized) library.indstate.edu/about/units/instruction/lcclass.html
- ❑ **Library of Congress Subject Heading links** (help figure out terms to enter into the online catalog to find library materials) library.indstate.edu/about/units/instruction/subjectheadinglinks.htm

USING OTHER LOCAL LIBRARIES

The **Online Catalog: Fusion** and/or **FusionPlus** connects you to both college/university and public library materials from the **Library Consortium of Vigo County: ISU; St. Mary-of-the-Woods' Mary and Andrew Rooney Library; and Vigo County Public Library!** Your **ISU ID card** allows you borrowing privileges at all of these libraries. Some restrictions apply at the Public Library, so check before you go!

You can design searches to look only for ISU materials. However, if you need materials from the other libraries and do not have transportation, use **Interlibrary Loan** to request them. Note: the

Public Library Main Branch is only a few blocks south on 7th Street, south of Wabash/Ohio Streets. Plenty of **PokemonGo!** stops on the way! Be sure to explore the **Vigo County Public Library's** site at www.vigo.lib.in.us/ too.



>>>> FALL 2019 - EVENTS IN 1ST FLOOR LIBRARY EVENTS AREA <<<<

MONDAY AUGUST 26: WOMEN'S EQUALITY DAY - daytime and evening programming
Includes showings of movie "Iron-Jawed Angels"

SEPTEMBER 11 9am - 4pm Student Research Fall Exposium [poster sessions; student presenters]

SEPTEMBER 21 NOON - 3pm Family Day [in lobby; refreshments]

SEPTEMBER 26 5 - 7pm Hispanic Heritage Month Poetry Maker Space

OCTOBER 25 8am - 4pm Classics Fest [come to ancient Greece and Rome]

DECEMBER 3 8am - 5pm Honors College Capstone Course Poster Sessions & Presentations

VARIOUS Evenings: American Democracy Project's PIZZA & POLITICS

>>Library Events are listed on the University Calendar & in STATEments emails<<