

One Search Basics

[00:00:00] [Beginning of Recorded Material]

Grant Hardaway: Hello, my name is Grant Hardaway and I'm the librarian for the sciences here at Trinity and today I want to really briefly go over our library One Search. So you can access the library One Search on lib.trinity.edu. Just on the main home page here, there's many different tabs you can select. We're going to focus on One Search. With One Search, you can find many articles that we have accessible through the library website along with books and media that we have [00:00:30] on site at the Coates Library. I'll quickly show you what a search looks like and how we can find an article or a book through that search. So I'm going to do a basic search for climate change here...and it'll load the results and so right away you'll see we have quite a bit of results. We have almost two million, which just kind of shows you the breadth of the sources that we have here at Trinity but if we look at the results here you'll see we have several video recordings. We actually have access to these [00:01:00] video recordings online. You can just click here for access just like it says here and click that would redirect you to a video page or if you scroll down a little bit further you'll see also books are located in the results so in this case this is a book that we have at the Coates Library. It is available here under the status and this is the call number so this is the location where you could find the book in the library. Just write down this number and bring it to the front desk and they can direct you to where you can find it but if [00:01:30] you're looking for articles you're probably already noticing that there are a lot of books and video recordings in these results but no necessarily articles. So one quick way to limit that down is you can go and click on the scholarly journals here. You'll notice there's also a limiter for just books and media. If you're looking only for physical media or books, then you would want to click on that but for now let's click on scholarly journals here and it'll limit it down. So when you're looking for an [00:02:00] article you'll see a couple of

different options as far as access goes. You'll see full text finder or you may just see there's a link to the PDF full text. So the first thing I'll show you is the full text finder link. You click this it redirects you to a portal, which may or may not have access to the article. In this case, we do have access to the article through Oxford University Press. You can click on this link and it'll direct you to the article. There are some cases though where we don't have access to the article. If that is the case you can actually request it through interlibrary loan here [00:02:30] a very simple process that all you have to do is you click on it and you log in using your Trinity credentials and you would be able to request this article from another library. So this process could take up to five days but it also can be very short. I've personally requested articles that I've got the same day. Really kind of depends on the speed in which you need that article. So if it's something that you need the next day for a paper maybe using interlibrary loan isn't your best option. Maybe you should find a different [00:03:00] article but if you have some time go ahead and request it through interlibrary loan but in the case of this article is accessible through Oxford University Press so I'll click on it just to show you what it would look like and this is the article here. So you'll notice that you can read it as an HTML just web page. You can also download the PDF here and the interface for this will look different for every article depending upon what platform is hosting it but going back to our list of results [00:03:30] there are a lot of options to where you may just see the PDF full-text linked through One Search itself. You can just go ahead and click on that and it'll automatically redirect you there and so here's the article. Really straightforward, you can read the abstract, the introduction, all that kind of thing. So let's go ahead and go back to our results list. If you do ever run into any issues with One Search my recommendation would be to contact a [00:04:00] librarian particularly in whatever subject field you are using. So if you go back to the library homepage you can click on the liaison librarians link here and it'll list all of the librarians for a specific subject field.

So whatever subject you're focusing on will probably be the best librarian to contact. So, in this case, say for instance you're doing a paper on biology, you can contact me and my email is right here and I can help you find the article if you're having issues looking for it [00:04:30] and this is our job. This is what librarians love to do. We love to find articles and help you with that. So, please at any time if you run into any issues with One Search or finding an article or finding a book or a DVD anything like that, feel free to email us and we'd love to help. But that's my basic overview of One Search. There'll be other videos as well going into a bit more of the detail of how to do advanced search but this is if you wanted to do a basic search, find an article, this is how you do it. So, thank you so much for your time and maybe I'll see you around the campus [00:05:00] bye.

[00:05:01] [End of Recorded Material]