Ottawa MST Program - SUNY Potsdam Libraries Fall 2009
GETTING BOOKS, ARTICLES, ETC.

Library guide page for Ottawa MST program - http://potsdam.libguides.com/ottawaMST
College Libraries home page - http://www.potsdam.edu/library

Campus Computer Account (CCA)	
CCA Username = first six (6) letters of last name, followed by first letter of first name, first letter of middle name and college year when accepted-1816 (e.g. 2009-1816=193) E.g.: John or Joanna J. Doe - username doejj193	**CCA Password** Sent to your home address

LOGINS: Access to Potsdam only resources from off campus		
DATABASES: Find articles in ERIC, Education Research Complete, PsychINFO, etc. From Library Guide page - Click "Articles" > choose database	**ILLIAD:** Send book and article requests, view articles. From Library Guide page – Click "Articles" or "Books" > under "Get Books or Articles" > click "Connect to ILLiad"	**BEARMAIL**: **bearmail.potsdam.edu** E-mails about articles and books requested in ILLiad, etc. **(Also BLACKBOARD: bb.potsdam.edu** Course documents in some courses) and BearPAWS
CCA Username	CCA Username	CCA Username
CCA Password	ILLiad Password: default = ill *(change it)*	CCA Password

Finding BOOKS, VIDEOS, Etc.	
May be supplied through home delivery or online	

1) Search WorldCat Click "Books" > "WorldCat" - Log in with your CCA TIP: To limit to <u>Potsdam books</u> (you <u>can</u> request titles we don't own) In WorldCat - Click "Limit availability to" Items in my library TIP: To limit to children's books – Change Subtype Limit "Any Audience" to Juvenile	**OR: Search BearCat (Potsdam's catalog.) Copy and paste book information in ILLiad book form**

2) Place Requests in WorldCat
Do a search. Click "See more details for locating…" under title.
Click "Request interlibrary loan"
Enter ILLiad username, password
  <small>TIP: In some cases you may wish to obtain the item yourself, from a local library.</small>
<small>Consider the Sm@rtLibrary program – see http://smartlib-bibliogen.ncf.ca/Pages/services-e.htm</small>

3) For Delivery When Needed: Send Requests **AS SOON AS POSSIBLE**	**4) The Coordinator may contact you** about supply options	**5) DELIVERY** will be to your home address or online. **Physical materials must be returned**

Finding ARTICLES

Choose and search a DATABASE: From the Library Guide
   Click: "Articles" > name of article database
   Log in: Campus Computer Account username and password
   TIP: **Canadian newspapers:** Try Lexis-Nexis. 1) On library home page click Newspaper
search > Lexis-Nexis. 2) Click Sources > Filter by Country (Region if
      desired). Click News > Newspapers. 3) Select titles, click OK. Do search.

Is the article ONLINE?

   Click: ArticleLinker in database citation to search for text
   TIPS: ArticleLinker links appear in most Potsdam article databases
            For printed citations - Use Citation Linker
               From home page menu bar - Find Articles > Citation Linker
               to see if a cited article or journal is online

If the article ISN'T online – make an ILLiad request with

ArticleLinker   Requested articles are supplied **online**

   ArticleLinker search result in ERIC or other database

Search criteria:

Article:	The Roles of Nondisabled Peers in Promoting the Social Competence of Students with Intellectual Disabilities in Inclusive Classrooms.
Author:	Cozzul, Marilyn Challis
Journal:	Exceptionality Education Canada
ISSN:	1183-322X Date: 01/01/2004
Volume:	14 Issue: 1 Page: 23

Sorry, no holdings were found for this journal in SUNY Potsdam libraries.

Please see additional options below for finding this journal.

Additional Services

Request via InterLibrary Loan (ILLiad)

a. From "Books" or "Articles" page - Click on "Connect to ILLiad"

b. Enter ILLiad username and password

c. Article information will appear in ILLiad article request form

d. Press "Submit Request" button

When an ArticleLinker link to ILLiad is not available,
      or the citation is in print, use "Request an Article" form in your ILLiad account

For Timely Online Article Delivery –
      MAKE REQUEST <u>AT</u> <u>LEAST</u> FOUR BUSINESS DAYS Before You Need It
      for articles in journals Potsdam owns. Other journals may take longer.

NEW HELP OPTION - ASK US 24/7 – 24 hour online research help by librarians
            From Library Guide – Click "Help" > AskUs 24x7

HELP!! Library toll-free number - 866 / 389-2839 - ask for the area or person you want		

ALL library issues and questions
•   Holly Chambers
   315 / 267-3312
   chambehe@potsdam.edu
	Reference Librarian
	• IM Screen Name PotsdamLibrary
	   (AIM ; MSN ; Yahoo ; GTalk, Meebo)
	• 315 / 267-2485, ask for
	   Reference Desk
		ILLiad / Interlibrary Loan
		• 315 / 267-2489
		Circulation
		• 315 / 267-2485