

## INFORMATION RESOURCE CENTER (IRC) ONLINE ORIENTATION



Welcome to the IRC Orientation! The orientation is divided into two parts:

- **Library Service Overview**
- **Finding information at the IRC.**

*This orientation works best when viewed in Internet Explorer.*

## Library Services Overview

### Purpose

The purpose of this online orientation is to familiarize you with the IRC and the services it offers. The tutorial will cover the different services and materials the library offers, as well as how to locate these materials.

### IRC Staff

#### IRC Manager

Ms. Patridge earned her Master of Science in Library Science and her Bachelor of Science in Information Science from the University of North Texas in Denton, Texas. She also holds a graduate academic certificate in Management in Libraries and Information Agencies.

She became the Cabarrus College of Health Sciences Librarian in October 2011. Her background includes teaching evidence-based medicine and practices classes, developing library liaison and outreach programs, and maintaining electronic resources and serials.

### IRC Services

#### **Classes/Consultations Examples:**

- Introduction to the IRC
- Information Literacy
- Researching Clinical Topics
- Searching Databases

#### **Public Computer Terminals**

- Access to the College Website/Virtual Campus/College Email
- Access to the AHEC Digital Library

## **Quiet Clean Places to Study 24/7**

### **Librarian to assist with research**

#### **IRC Collections**

The IRC maintains several collections of particular interest to our patrons, for example:

- College Reserve
- Pastoral Care
- Reference
- Occupational Therapy
- Nursing
- General Check-Out
- Leadership and Business
- Holistic Health
- Diversity and Culture
- History books that have a publication date older than ten years
- Print Journals

## IRC Location

The IRC is conveniently located in the CMC-Northeast Hospital on the lower level of the Hayes Cannon Family Medical Center. Ask your instructor for the best route to get to the IRC.



## IRC Hours

You are welcomed to visit your IRC 24/7 with your CHS badge or your student badge. If your badge is not working, please call 704.446.6161 for assistance.

The IRC is staffed the following hours:

MONDAY-FRIDAY 8AM-4PM

Please contact [Emily.patridge@carolinashealthcare.org](mailto:Emily.patridge@carolinashealthcare.org) to schedule a consultation if you need research or library assistance.

The IRC is usually not staffed on Cabarrus College holidays but you are welcome to visit the IRC and use the resources

## **Borrowing Privileges**

The IRC Online Catalog can be accessed at <http://207.67.203.82/C90003>

Cabarrus College faculty, staff, and students may borrow as many books as they wish, but remember to be courteous of others' needs.

General collection books are checked out for one month at a time.

College Reserve (Textbooks) are on reserve and may be used for two hours in the library. You may not take College from the IRC.

Journals may not be checked out. There is a copier that you can make copies of journals but be courteous of Copyright laws and guidelines.

## **Fines**

There are no fines for overdue library materials; however, you may be charged for replacement costs if the material is not returned or is damaged.

If you have a checked out a book and not returned it, this can put a hold on your student record.

## **Reserves**

If your instructor tells you they have placed an item on Reserve, it will be located in the front of the IRC. These materials are checked out two hours and must remain in the library.

## **Library Vocabulary**

**Call number:** Located on the spine of the book, the call number is like the book's address. Use it locate the item in the library. The IRC uses the National Library of Medicine cataloging (<http://www.locatorplus.gov/>). For more information on using Locator Plus and reading call numbers, <http://www.locatorplus.gov/tutorials.html>.

**Database:** Databases are a searchable collection of electronic records. The Charlotte AHEC Digital

Library databases include articles from journals, magazines, and newspapers. To access the AHEC Digital Library databases off campus, you'll need a username and password. Please contact Emily Patridge [Emily.patridge@carolinashealthcare.org](mailto:Emily.patridge@carolinashealthcare.org) for access.

**eBook:** An electronic book available online.

**Serials:** A publication issued in successive parts, this includes journals.

**Stacks:** Books located in the IRC. Some of these books may be checked out for a month.

## Finding Your Information at the IRC

### Define Your Research Need

1. Make sure you understand the assignment. If you need assistance in understanding your research assignment, ask your instructor, academic advisor, or the coordinator of student success for guidance. If you need help with writing your research paper, bibliography cards (or bib cards) ask your instructor. If you need help with researching, ask your librarian or use this tutorial to guide you.
2. Develop a research strategy. What is the question you are trying to identify and have answered? What are some key concepts of your question?

This youtube video is great on explaining how to construct a research question - <http://www.youtube.com/watch?v=AIJDfS33IWw>.

3. Identify the IRC resources that you need to complete your research assignment. The primary online IRC resource you will use is the AHEC Digital Library. This is a username/password electronic resource.

For a tour of the AHEC Digital Library, please go to [http://library.ncahec.net/adl\\_tour\\_demo/adl\\_tour\\_demo.htm](http://library.ncahec.net/adl_tour_demo/adl_tour_demo.htm)

### Types of Information

There are several different types of information. The IRC primarily has books, journals and electronic resources.

If you need assistance on identifying quality resources for your research, please refer to Purdue Owl's "*How do I know if a Source is Credible?*" -<https://owl.english.purdue.edu/owl/resource/588/02/>

**Books** -You can generally trust books you find on the IRC's shelves. Librarians have carefully reviewed the materials and selected them based on their academic merit. However, you still need to ask yourself if the book is a credible source for your research project.

Please note, IRC staff tries to keep outdated books off the shelves, but sometimes a book slips through the cracks. If you're a nursing student writing a research paper on best practice, you probably don't want to use a book published in 1990. If you need help evaluating a resource, just ask a librarian.

**Journals**- If your instructor requests scholarly, academic, or peer-reviewed articles; you'll need to locate journals relevant to your research.

Scholarly journals undergo a peer-review process where experts review the article for authority. Sometimes referred to as refereed or peer reviewed, scholarly journals are trusted resources written by experts who have conducted extensive research in their field of expertise. These articles contain in depth information and lots of statistics and quotations to back the author's research. Thorough reference lists are another hallmark of scholarly journal articles.

For how to find peer reviewed journal articles in CINAHL, please review this tutorial from the Newman Library tutorial.

<http://www.youtube.com/watch?v=UDBGzKXoFis>

## Using the IRC resources

### Books-

To start your search for books, use the IRC's online catalog. The URL is <http://207.67.203.82/C90003> and can be used on your smart phone\* or a computer.

*\*Your carrier may charge you for this service.*

The screenshot shows the Cabarrus Health Sciences Information Resource Center (IRC) website. The browser address bar displays [207.67.203.82/C90003Staff/OPAC/index.asp](http://207.67.203.82/C90003Staff/OPAC/index.asp). The page features a navigation menu with 'Start', 'Search', 'Lists', 'My Account', and 'Help'. The main content area is titled 'Information Resource Center' and includes a search box with the text 'Begin your search here: Simple Search'. Below the search box, there is a section for 'Additional Search Types' with a link to 'Browse Search'. The search results page shows a search for 'pediatric nursing' with 21 unique hits. The results are listed in a table with columns for 'View', 'Clear', and 'Sort'. The first four results are:

- 33% [Child health nursing : partnering with children & families / Jane W. Ball, Ruth C. Bindler, Kay J. Cowen.](#)  
Author: Ball, Jane (Jane W.)  
Call Number: WY 159 B187c 2014  
Location: Library  
Publisher: New York : Pearson, c2014  
Item Status: Available for Circulation
- 33% [Child health nursing : partnering with children and families - 2nd ed.](#)  
Author: Ball, Jane.  
Call Number: WY 159 B187c 2010  
Location: Library  
Publisher: New York : Pearson Education, Inc., 2010.  
Item Status: Available for Circulation
- 46% [Core curriculum for primary care pediatric nurse practitioners.](#)  
Call Number: WY 159 C67 2007  
Location: Library  
Publisher: St. Louis: Mosby Elsevier, 2007.  
Item Status: Available for Circulation
- 40% [Critical care emergency burn treatment](#)  
Call Number: WO 704 VC no.1293 1995  
Location: Library

Let's say you are doing a research paper on pediatric nursing skills. Type in pediatric nursing in your search box and click on Go.

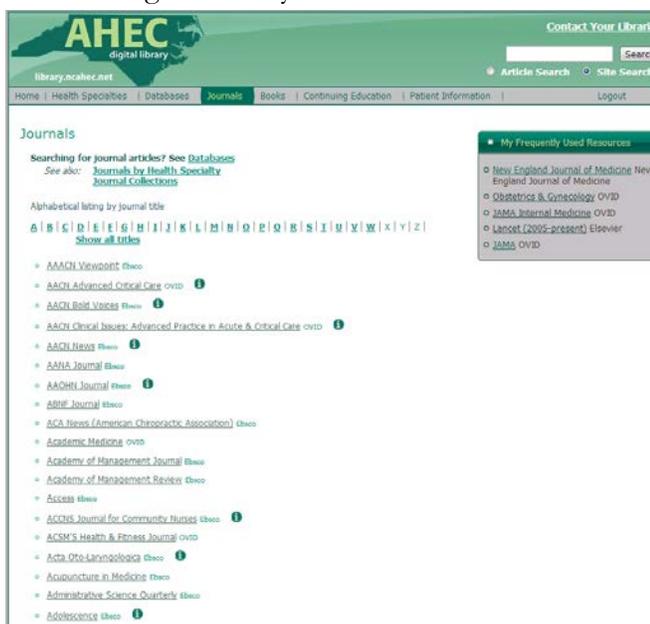
As mentioned in the Library glossary, you would use the Call Number to find the book on the shelves.

If you cannot find the book you are needing, use the WorldCat Library catalog (<http://www.worldcat.org/>) to search local libraries to see if one of them carries the book you need.

**Journals-** If your instructor requests scholarly, academic, or peer-reviewed articles; you'll need to locate journals relevant to your research.

You can browse the print collection of the IRC to gather ideas on your research question or you can browse the electronic journal collection in the AHEC Digital Library:

As you can tell, journals are arranged alphabetically and you can use the A-Z index on the top of the page to quickly get to the journal you are needing. If you are using Google Scholar for your research, you can refer back to the AHEC Digital Library journal collection to see if the IRC has the full text of the journal citation.



## Electronic Resources-

There are two paths you can take in accessing electronic resources. The first path is the AHEC Digital Library. The second path is using various websites to search for your database. The first pathway is described below, followed by a list of websites you could use in research for your research projects.

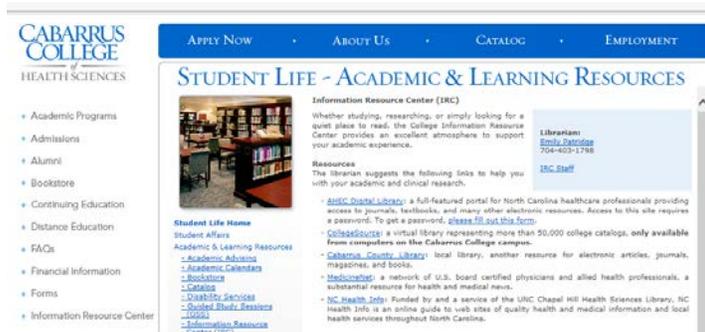
### 1. AHEC Digital Library

- Go to the Cabarrus College Website, [www.cabarruscollege.edu](http://www.cabarruscollege.edu)
- Click on Information Resource Center from the menu on the left side.

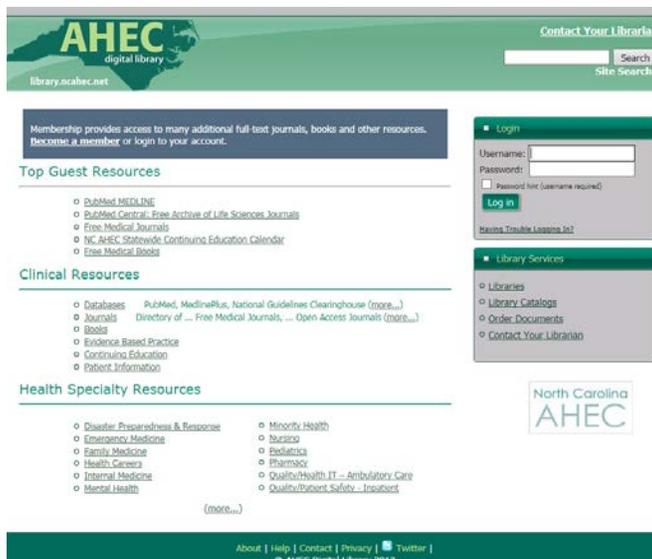


- Academic Programs
- Admissions
- Alumni
- Bookstore
- Continuing Education
- Distance Education
- FAQs
- Financial Information
- Forms
- Information Resource Center
- New Student Orientation
- Student Life

- Click on AHEC Digital Library from the section Resources.

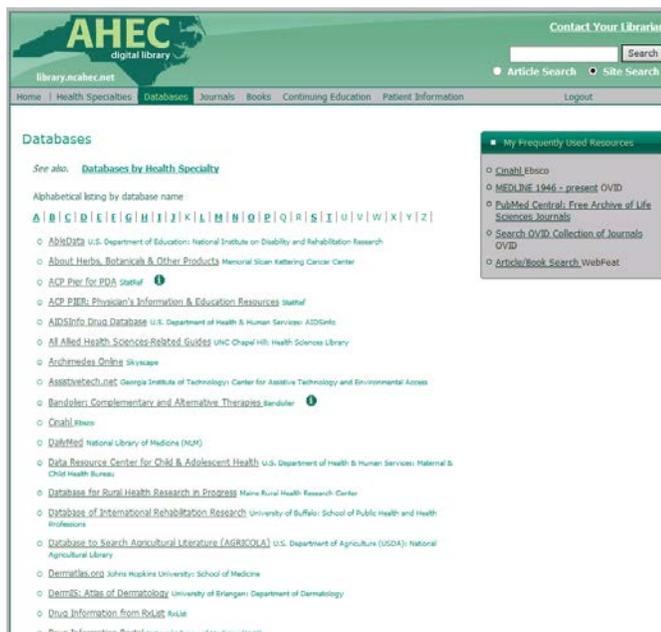


- Remember the URL for the AHEC Digital Library so you can save it to your bookmarks - <http://library.ncahec.net/main.cfm>. Enter in your username and password on the right hand side of the screen.



e. Under Clinical Resources, click on Databases.

f. An A-Z list of available databases is on the next screen. Some of the more commonly used databases are CINAHL, EBM Reviews, Medline 1946 to present, and PsychArticles. Ask your instructor for which databases or websites they recommend for your research project. Please note on the Databases screen, you can also click on the link ***Databases for Health Specialty*** and discover other databases to use!



2. The second path is to use websites besides the AHEC Digital Library. Below are some quality resources but check with your instructor to see what resources they recommend.

Website	URL	Description	Special Features
PubMed	<a href="http://www.ncbi.nlm.nih.gov/pubmed/">http://www.ncbi.nlm.nih.gov/pubmed/</a>	PubMed comprises more than 23 million citations for biomedical literature from MEDLINE, life science journals, and online books. Citations may include links to full-text content from PubMed Central and publisher web sites.	Remember to limit your search to “free full text” to retrieve full text articles.  You can also limit your search to journal categories and select nursing to retrieve nursing only articles.  <a href="http://www.ncbi.nlm.nih.gov/pubmed/clinical">http://www.ncbi.nlm.nih.gov/pubmed/clinical</a> can be used to retrieve evidence based medicine articles.
Centers for Disease Control and Prevention	<a href="http://www.cdc.gov/">http://www.cdc.gov/</a>	Welcome to the Centers for Disease Control	The CDC website is great for statistics for research projects on topics such as health disparities.

		<p>and Prevention. For over 60 years, CDC has been dedicated to protecting health and promoting quality of life through the prevention and control of disease, injury, and disability. We are committed to programs that reduce the health and economic consequences of the leading causes of death and disability, thereby ensuring a long, productive, healthy life for all people.</p>	
<p>MedlinePlus</p>	<p><a href="http://www.nlm.nih.gov/medlineplus/">http://www.nlm.nih.gov/medlineplus/</a></p>	<p>MedlinePlus is the National Institutes of Health's Web site for patients and their families and friends. Produced by the National Library of Medicine, it brings you information about diseases, conditions, and wellness issues in language you can understand.</p>	<p>Medline Plus is a good resource for learning the basics of a disease or finding a patient handout. Some instructors may not allow use of MedlinePlus but use this e-resource to find organizations and agencies that may have quality research on your topic.</p>

		MedlinePlus offers reliable, up-to-date health information, anytime, anywhere, for free.	
Google Scholar	<a href="http://scholar.google.com/">http://scholar.google.com/</a>	Google Scholar provides a simple way to broadly search for scholarly literature. From one place, you can search across many disciplines and sources: articles, theses, books, abstracts and court opinions, from academic publishers, professional societies, online repositories, universities and other web sites	Google Scholar is a good search tool to use for trickier searches but not all results will yield full-text articles. Also the results may not be peer-reviewed journal articles.

## Copyright Law

There is a United States Copyright Law that governs the fair use of copying materials for research. Refer to <http://www.copyright.gov/> for more information. You can also refer to <http://www.copyright.gov/title17/> for more information on the copyright law.

## Acknowledgements

*Thank you Nashville State Community College for providing the template of this orientation.*