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 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 to 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 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

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.
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
a. Go to the Cabarrus College Website, www.cabarruscollege.edu

b. Click on Information Resource Center from the menu on the left side.

c. Click on AHEC Digital Library from the section Resources.

d. 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.
c. Under Clinical Resources, click on Databases.

d. 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.

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<th>Website</th>
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<th>Description</th>
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<td>PubMed</td>
<td><a href="http://www.ncbi.nlm.nih.gov/pubmed/">http://www.ncbi.nlm.nih.gov/pubmed/</a></td>
<td>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 websites.</td>
<td>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.</td>
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<tr>
<td>Centers for Disease Control and Prevention</td>
<td><a href="http://www.cdc.gov/">http://www.cdc.gov/</a></td>
<td>Welcome to the Centers for Disease Control</td>
<td>The CDC website is great for statistics for research projects on topics such as health disparities.</td>
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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.

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<td>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.</td>
<td>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.</td>
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**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/](http://www.copyright.gov/) for more information. You can also refer to [http://www.copyright.gov/title17/](http://www.copyright.gov/title17/) for more information on the copyright law.
Acknowledgements

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