



Library Instruction Review Sheet

START YOUR SEARCH:

- Go to library website at <http://cnm.edu/library/>

FIND BOOKS: LIBRARY CATALOG

- Click on “Library Catalog” to find books
- Use library catalog to find books, journals, magazines, newspapers, documentaries, movies, and reference books (i.e., encyclopedias, dictionaries) that are in the library
- Start with “any fields” (keyword) search
- Look for location and call number to locate books

WEBSITES

- Access through search engines (such as Google, Dogpile, Vivisimo), or through subject guides (such as Librarians’ Internet Index <http://lii.org/>)
- **Evaluate** all websites for reliability/credibility

FIND ARTICLES: LIBRARY DATABASES

- Click on “Databases” to find articles
- Databases are indexes for selected articles, reports, etc. from scholarly journals, magazines, and sometimes other sources, and are considered reliable sources of information
- General databases are at the top of the list; subject specific ones are further down
- Begin with a keyword search if you have a specific topic in mind, or do a subject search to identify a topic
- Set limits such as “full text” or “peer-reviewed” or “scholarly journals”
- Try different search strategies:
 - Brainstorm for different keywords about your topic
 - “Phrase searching”
 - Search for a narrower or broader topic
 - Try different databases
- You can access databases from home by logging into *myCNM* :
 - In *myCNM*, click on the “Students” tab
 - Scroll down to find the CNM Libraries section
 - Click on “Search the Databases” button
 - An alphabetical list of databases will appear—select a database by clicking on its name

HAVE FUN WITH YOUR RESEARCH!

- Remember, ask library staff for help if you need it!
- Reference desk Main campus: 224-3285 • Montoya: 224-5730 • reference@cnm.edu



Rev 03/09