

7 February 2012

How to use Atkins Library to Find an Article

This document will guide you through how to use Atkins library as a search engine. The university pays for library access to a number of databases that are free to students. We'll use the library's homepage as a starting point and from there, go through the necessary steps to find an article in one of their databases.

These instructions are meant to be followed in sequence. You need to be a UNC Charlotte student to use library resources, but you can access them from home using your Novell login. If you are at home, a screen prompts you to login from there.

Step 1:

Go to the university's homepage: **library.uncc.edu**. The homepage is shown below, but the large image that goes across nearly the entire page changes every few seconds, so it could be different from the image captured below.

Step 2:

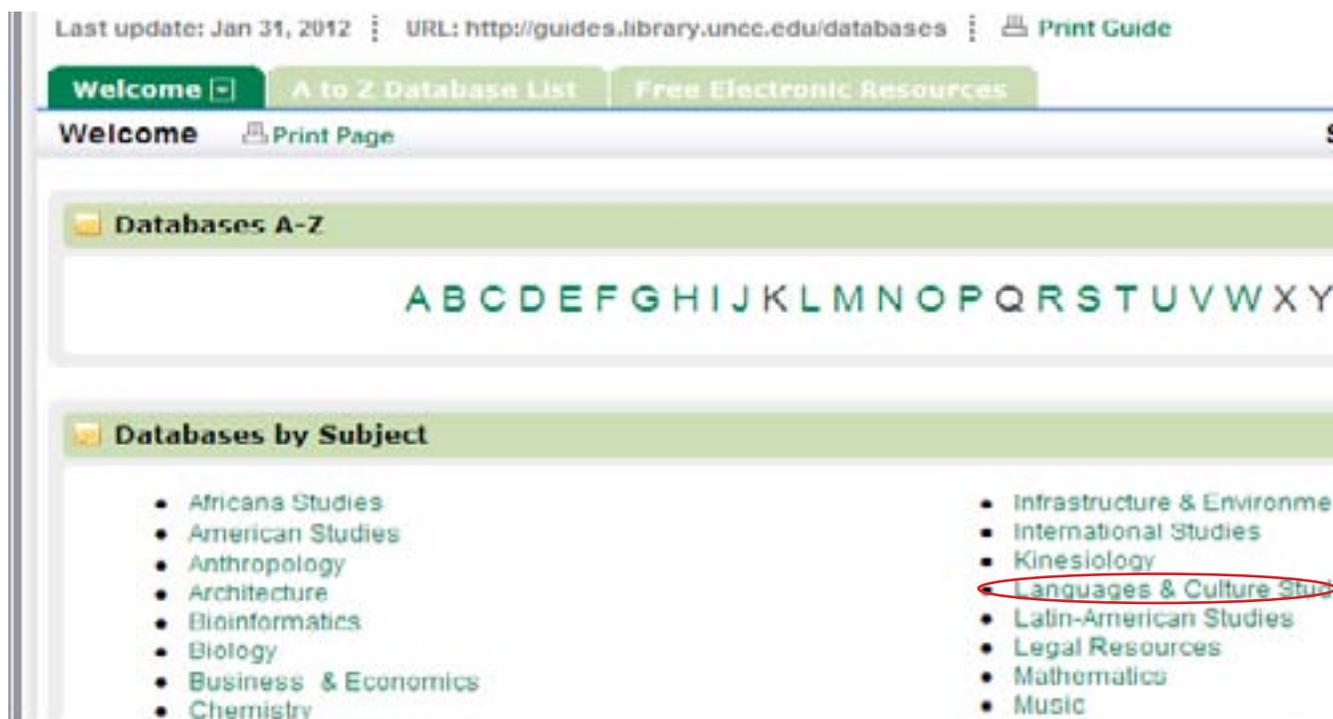
The large image has a toolbar running across the top. The first choice on that toolbar is FIND. Hover the mouse over FIND and click on the **Articles/Databases** option.



That will open a new page (shown below) where you can search databases alphabetically or by subject.

Step 3:

Use “technical writing” as the subject to search for. Look under the **Databases by Subject** toolbar shown below. Click on [Languages and Cultural Studies](#).



Last update: Jan 31, 2012 | URL: <http://guides.library.uncc.edu/databases> | Print Guide

Welcome | A to Z Database List | Free Electronic Resources

Welcome | Print Page

Databases A-Z

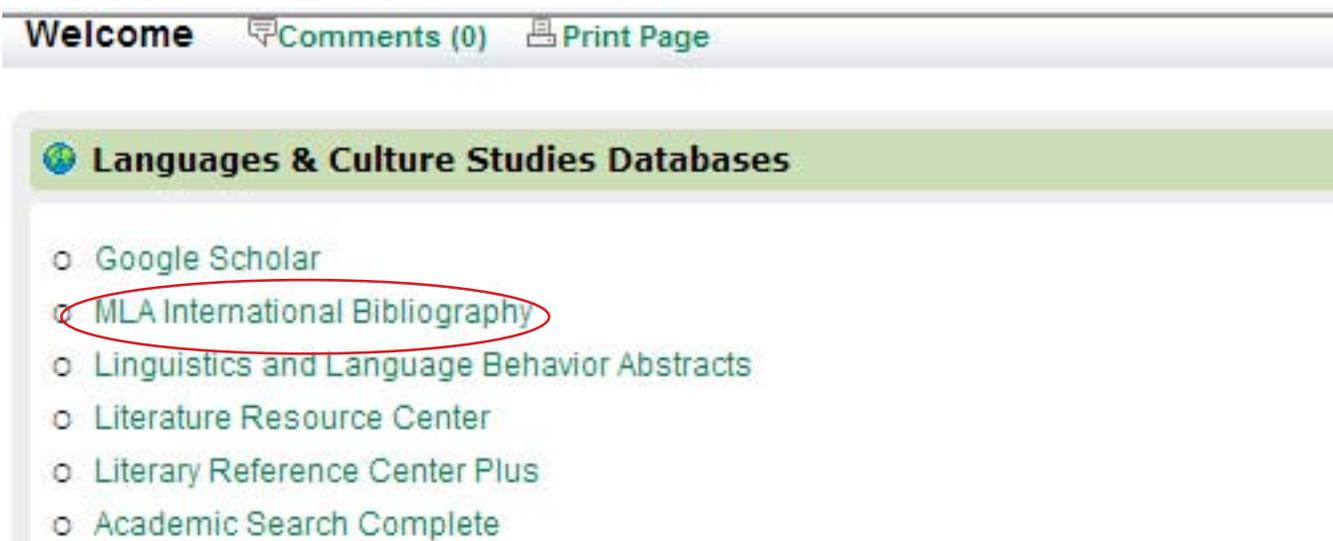
ABCDEFGHIJKLMNOPQRSTUVWXYZ

Databases by Subject

- Africana Studies
- American Studies
- Anthropology
- Architecture
- Bioinformatics
- Biology
- Business & Economics
- Chemistry
- Infrastructure & Environme
- International Studies
- Kinesiology
- Languages & Culture Studies
- Latin-American Studies
- Legal Resources
- Mathematics
- Music

Step 4:

A new page opens. Click on MLA International Bibliography:



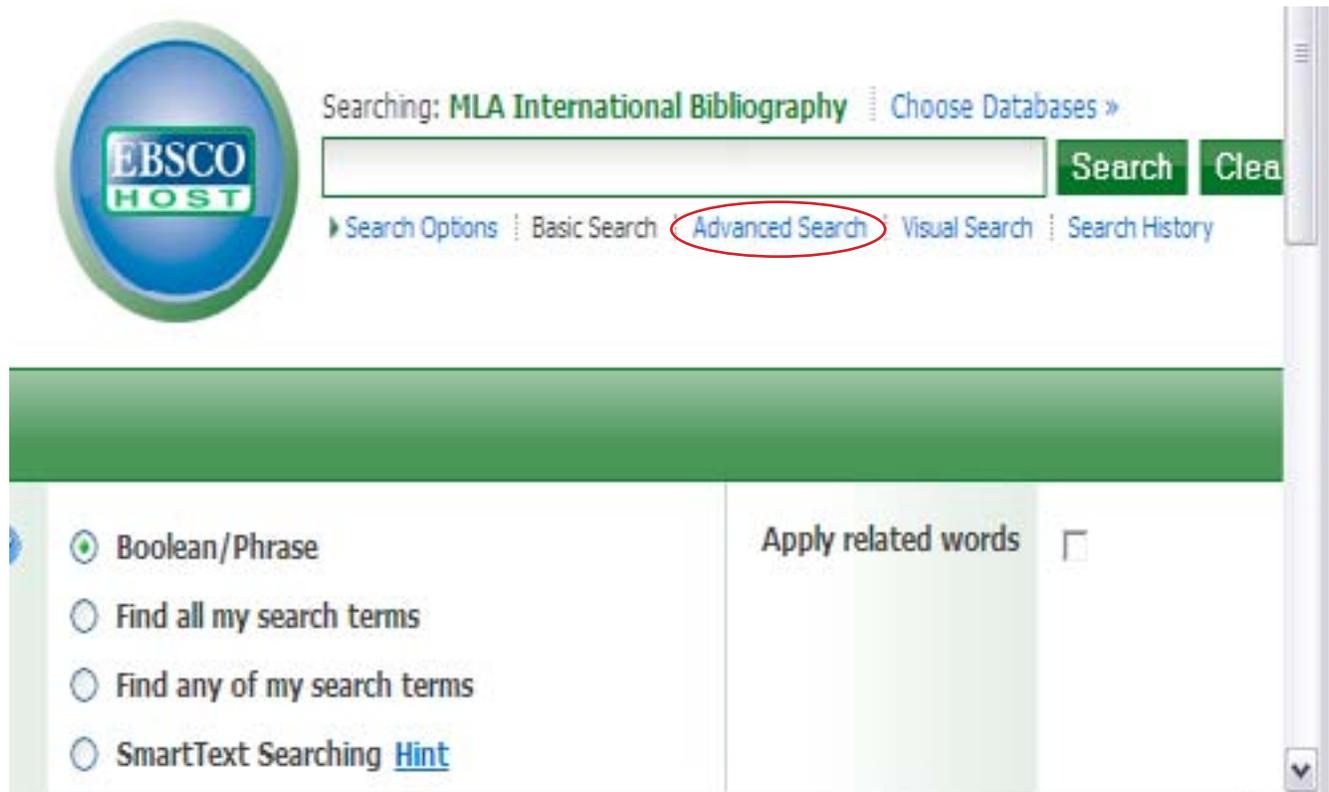
Welcome | Comments (0) | Print Page

Languages & Culture Studies Databases

- Google Scholar
- [MLA International Bibliography](#)
- Linguistics and Language Behavior Abstracts
- Literature Resource Center
- Literary Reference Center Plus
- Academic Search Complete

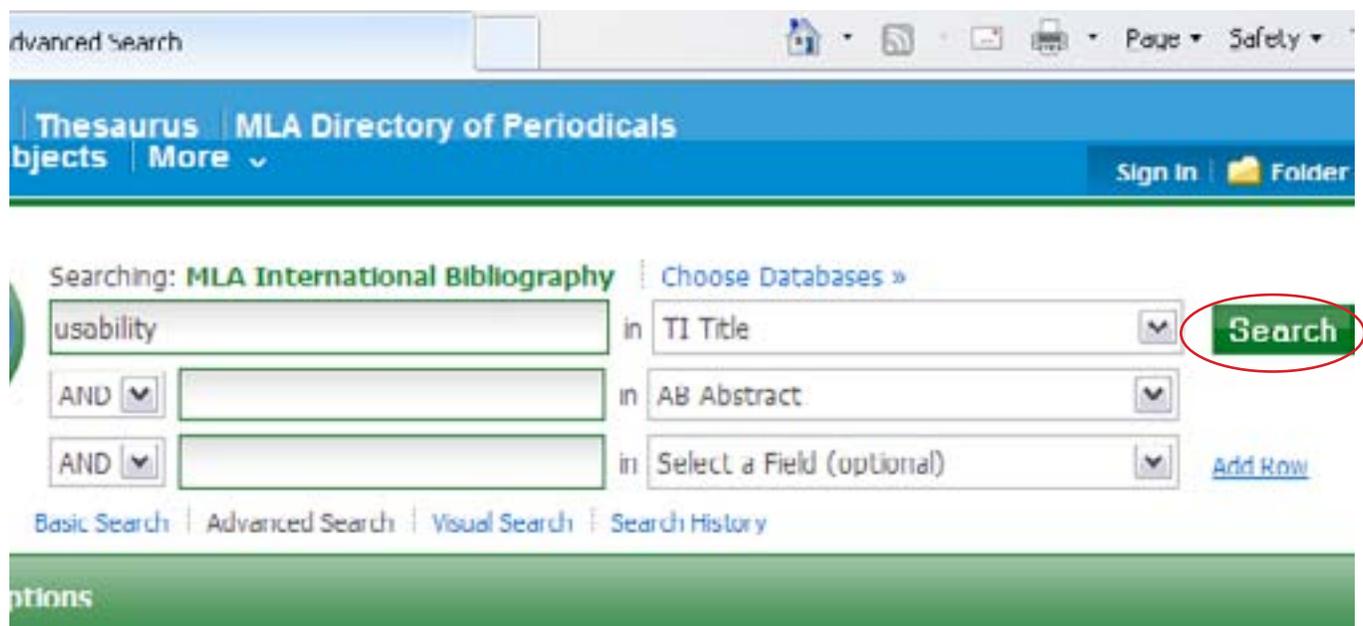
Step 5:

The page opens in a new window with the cursor in a search box. You could input terms right here, but click on **Advanced Search** to narrow your results.



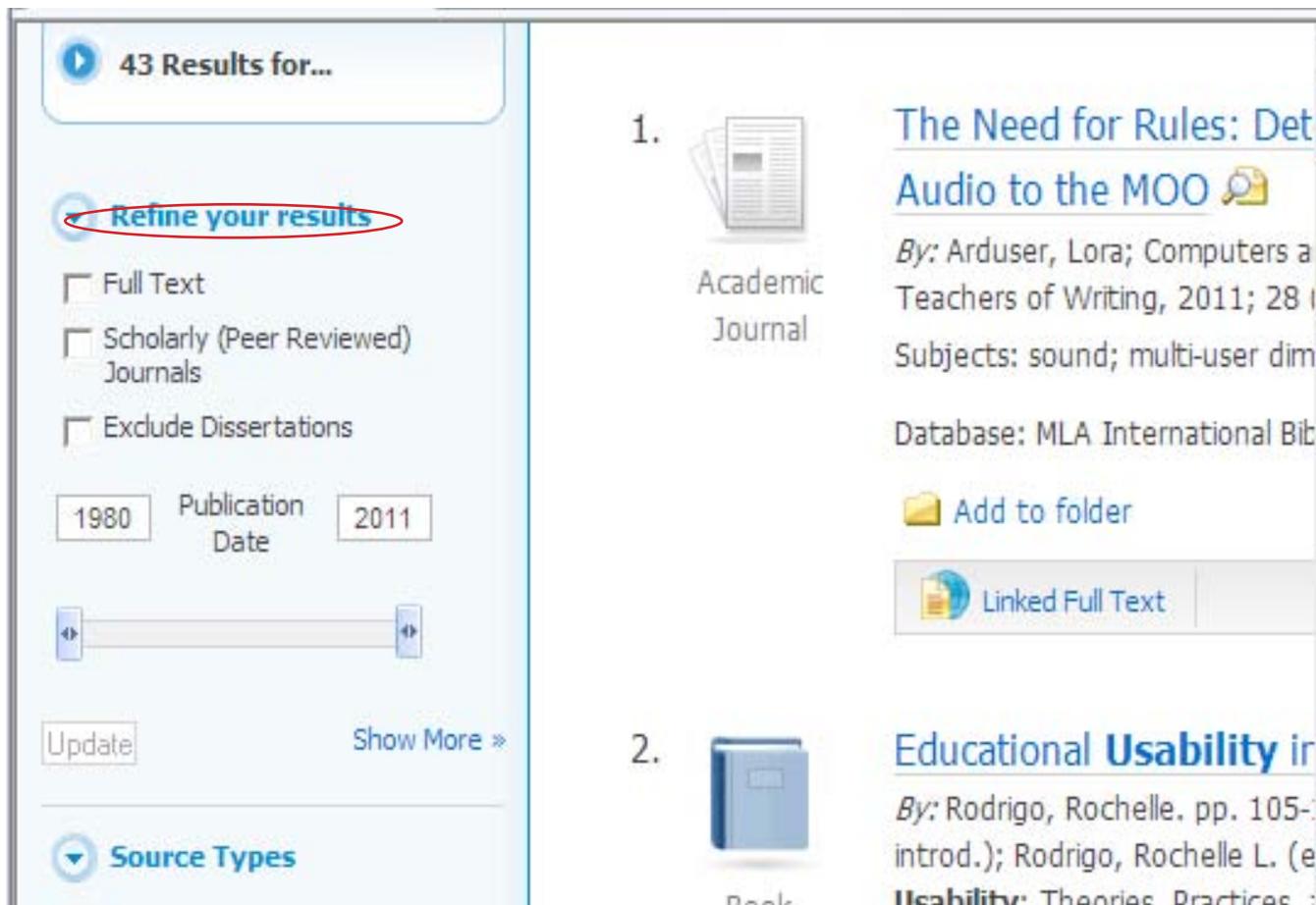
Step 5:

A new page opens. Type “usability” in the search box. Hover the mouse over the down arrow in the [Choose Databases](#) box. Select the **TI (Title) for one box** and **AB (Abstract)** (Abstract is the bottom choice) for another box. Click the green Search button.



Step 6:

Search results will vary. Look on the left side of the page, where you are invited to [Refine Your Results](#). NOTE: Most classes require **Scholarly (Peer-Reviewed) Journals** and there is usually a time limit on the articles you can use. You will want to check with your professor to be sure that your research is within the required parameters.



The screenshot shows a search results interface. On the left, a sidebar titled "43 Results for..." contains a "Refine your results" section with the following options: "Full Text" (unchecked), "Scholarly (Peer Reviewed) Journals" (unchecked), and "Exclude Dissertations" (unchecked). Below these is a "Publication Date" range from 1980 to 2011 with a slider. An "Update" button and a "Show More »" link are at the bottom of the sidebar. The main area displays two results:

- 1.**  [The Need for Rules: Det Audio to the MOO](#) 
By: Arduser, Lora; Computers a Teachers of Writing, 2011; 28
Subjects: sound; multi-user dim
Database: MLA International Bib
[Add to folder](#)
[Linked Full Text](#)
- 2.**  [Educational Usability in](#)
By: Rodrigo, Rochelle. pp. 105-
introd.); Rodrigo, Rochelle L. (e
Usability: Theories Practices :

Step 7 :

Assume your professor wants Scholarly Journals and articles within the last five years. Check the appropriate box, and narrow the publication date using the bar. Then click **Update**. This filters your results and should decrease them.



This screenshot shows the "Refine your results" sidebar with the following settings: "Full Text" (unchecked), "Scholarly (Peer Reviewed) Journals" (checked), and "Exclude Dissertations" (unchecked). The "Publication Date" range is now set from 2006 to 2011. The "Update" button is highlighted in green, and the "Show More »" link is visible. The browser's address bar shows "Internet" and a 100% zoom level.

You have successfully used the Atkins Library as a search engine.

If you had problems with this document, or suggestions as to how it might be improved, please email me at magordon@uncc.edu. Thanks!