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The York College library Newsletter

Fall 1998

Searching for Information

There are many tools available to search for information on a variety of subjects here at York College's Library. Some are on **CUNYPLUS**, the on-line catalog of the City University of New York's Libraries. Included in CUNYPLUS are: DPAC (the book catalog of the Libraries of CUNY), DPER (an index to periodicals), DNEW (an index of newspapers), MEDL (an index of medical information), ERIC (an index of education material), BUSI (an index of business related information), and TECH (an index of technology related information).

In addition to CUNYPLUS, the York College Library has access to **SearchBank** and **InfoTrac**. These tools include access to the Expanded Academic Index (which includes citations to information on astronomy, religion, law, history, psychology, humanities, current events, communications, and the general sciences) and the Business Index (which includes citations to information on all business-related topics). Both the Expanded Academic Index and the Business Index include citations from 1995 to the present. This tool is available on the World Wide Web in the G-wing of the Library and on special computers devoted to these products on the H-wing of the Library.

Newest to the research tools of the York College Library is Lexis-Nexis. Lexis-Nexis is an indexing tool, which offers citations and selected full text information on the following subjects:

Top News (today's news from selected sources from around the world),	General News Topics (over 20 years of information),	Company News,
Industry and Market News,	Government and Political News,	Legal News,
Company Financial Information,	Country Profiles (including business analysis and country information),	State Profiles,
Biographical Information,	Reference and Directories (business and political),	General Medical and Health Topics,
Medical Abstracts,	Accounting, Auditing and Tax,	Legal Reviews,
Federal Case Law,	US Code, Constitution and Court Rules,	State Legal Research.

Lexis-Nexis is available on the World Wide Web computers, available in the G-wing of the Library.

Remember: If you need any help getting information, please ask one of the librarians at the G or H wing Reference Desks. We are here to help you find information.

Did you know?

Circulating books can be borrowed for three weeks and then renewed for another three-week period. Only one renewal is permitted.

Library fines are \$.10 per book per day overdue. Lost books require the borrower to pay a replacement fee for the current price of the book, plus a re-cataloging and reprocessing fee. Late fines continue to accumulate until a book is reported lost, so it is best to report a lost book as soon as you know it is lost.

Reserve books can be used in the Library only and only for two hours. Items are placed on reserve by the faculty of the college, and remain on reserve for the entire semester.

Computers connected to the World Wide Web are for academic use only. Chat room and e-mail are discouraged. Computers can only be used for one hour if someone is waiting.

Priority is given to users who want to print at computers connected to printers. These four computers have access not only to the World Wide Web, but to WordPerfect 6.1 and 7, as well as Microsoft Word. In order to use these printers, a printing card must be purchased.

Library users are not permitted to modify hardware or software in the Library.

Circulating books are housed on the second floor of the Library. Access to the second floor of the Library is only from the third floor G-wing of the Library.

The Curriculum Materials Center, on the third floor of the G-wing of the Library, was designed to aid students in preparation for teaching. There are materials in the Curriculum Materials Center that many others may find interesting, including children's books.

The most recent year of many of the journals subscribed to by the Library are kept in paper form and can be gotten at the current periodicals desk, on the third floor H-wing of the Library. Journals cannot leave the Library for any reason.

Most journals owned by the York College Library are on microfilm after they are more than a year old. Microfilm can be accessed in the microforms room, on the H-wing of the third floor of the Library. Microforms are printable at the cost of \$.25 per copy.

The four computers in the Library computer room on the H-wing of the third floor of the Library are for academic use only. Priority is given to students who need to use specific programs on the York College VAX network.

Computers in the Library computer room are for the convenience of students who know how to operate a computer. The Library faculty and staff cannot instruct Library users on how to use computers.

The Library is generally open from 9:00 A.M. until 8:30 P.M. from Monday through Thursday, from 9:00 A.M. to 5:00 P.M. on Friday and 10:00 A.M. to 4:00 P.M. on Saturday during the semester. If the college is closed, if there are no classes, or if the college is on a special schedule, the Library hours may be different. Please check the Library hours by consulting a Library bulletin board at the entrance to the G or H wing of the Library on the third floor. In addition, you can check Library hours by calling 262-2023. The two reference desks are usually staffed from 10:00 A.M. until closing.

Important Library Phone Numbers

Reference: 262-2034 and 262-2035.

Library Hours: 262-2023

Library Circulation and Reserve Desk: 262-2033

Where to start

At the reference desks at York College, the Librarians hear the same questions very often. Here's where you can start researching some of the common requests: If you need any help, be sure to ask at the reference desk.

Information on a company

On-line, try SearchBank's Business Index and Lexis-Nexis Company Financial Information. Also, in the ready reference area near the G-wing reference desk, use the Million-Dollar Directory, the Moody's volumes, or Standard and Poor's. After using these sources, ask the librarian.

Literary Criticism

To find an entire book about an author, use CUNYPLUS. For excerpts from articles about different literary pieces, use the books in ready reference, including Nineteenth Century Literary Criticism.

Country Information

For quick information about countries, use the Statesman's Yearbook, located in ready reference near the reference desk in the G-wing. Information can also be gathered from any encyclopedia. Also, use CUNYPLUS to see if any full books are available about the country that you are interested in. For current information, use SearchBank and Lexis-Nexis on-line.

Help Us Improve Your Library. Please Answer A Few Questions

1. What did you do in the Library today? For each, please circle the number that best reflects how successful you were

	Not Today	Not Successful	Somewhat Successful	Completely Successful
Looked for books	0	1	2	3
Looked for journals	0	1	2	3
Used CUNYPLUS	0	1	2	3
Used the WWW	0	1	2	3
Asked for help	0	1	2	3
Borrowed book(s)	0	1	2	3
Used reserve	0	1	2	3
Used microforms	0	1	2	3
Used computer room	0	1	2	3
Other (please specify) _____	0	1	2	3

2. How easy was it to use the Library today? Not easy ___ moderately easy ___ Very easy ___

Why? _____

What subject were you looking for material on? _____ Did the Library have enough material? Yes ___ No ___

Overall, how satisfied were you with today's visit to the Library? Not satisfied ___

Moderately satisfied ___

Very satisfied ___

Why? _____

3. How often do you use the York College library? More than once a week ___ Once a week ___ Once a month ___

Occasionally ___

Please return survey to reference desk. Thank you.