



## City College Libraries

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**CCNY Library Home page:**  
<http://www.ccny.cuny.edu/library/>

### Finding Resources

Books, Government Documents

CUNY+  
<http://www.ccny.cuny.edu/library/CUNYplus.html>

Government Documents - Resources  
<http://www.ccny.cuny.edu/library/Divisions/Government/GOVPUBS.html>

Articles

CUNY Licensed Resources – journals, newspapers, e-books  
<http://www.ccny.cuny.edu/library/Menu.html>  
<http://www.ccny.cuny.edu/library/Serials/jnlsIndex.html>

Subject related databases – EBSCOHOST, Lexis-Nexis  
Research Resources by Subject  
<http://www.ccny.cuny.edu/library/ccnysubjectindex.html>

### Connecting to Databases from Off Campus

- Go to CCNY Quicklinks <http://www.ccny.cuny.edu/library/Menu.html>
- Click any database title.
  - You are now taken to a “Logon/Account Setup” page.
    - a. First time users type in your library barcode, found on the back of your City College ID.
    - b. Type in your first name, last name, e-mail address and select a password for yourself.
  - You are now taken back to the “Logon/Account Setup” page.
  - Logon with your e-mail address and the password you just created.
  - You will now be able to access the databases from anywhere off campus.
  - You must logon each time that you close and reopen your browser.

## Search Strategy

- Getting a rough idea.
    - Select a topic that interests you.
    - Write down your topic or point of view.
  - Read through background information.
    - Take a few minutes to read about your topic in a specialized encyclopedia, dictionary, or textbook.
    - On the CCNY Quicklinks page there is a database entitled “Opposing Viewpoints Resource Center” that lists various viewpoint articles, topic overviews, statistics, primary documents, links to websites, and full-text magazine and newspaper articles.
  - Write your topic out as a short sentence or question and look at the different terms that make up your statement.

For example, the research statement, “Does home schooling relate to better grades?” This statement has two main concepts:

    - 1) Home schooling
    - 2) Grades
  - Start compiling a list of the keywords that you will use as you search for your topic. The Reference Desk can help you find specialized dictionaries and thesauri to define unfamiliar terms and quickly build a useful list of keywords your search.

For example, the topic “*Does home schooling relate to better grades?*” might have keywords that fall into two general categories:

    - 1) Alternative education or experimental education or curriculum differentiation
    - 2) Reports cards or achievement
  - Underline two or three terms that are essential to your question.
- Decide on a keyword but keep the list of terms to search for additional information on that topic

## Style Guides

### Online Style Guides

<http://www.bedfordstmartins.com/online/citex.html>

• *Chicago Manual of Style*

• *Publication Manual of the American Psychological Association (APA)*

• *Scientific Style and Format: The CBE Manual for Authors, Editors, and Publishers*

• *Turabian Style Guide* <http://www.lib.usm.edu/~instruct/guides/turabian.html>