Off Campus Library Services:
Nursing Education

Finding books in the Library Catalog
Library Catalog at IWU

- When you need books at IWU, you can look in the library catalog and find books and/or media that are needed for your research.
- Start at the OCLS home page.
  - http://www2.indwes.edu/ocls
This is your “doorway” to the library!
You can also link to other academic & public libraries

Books
Library Catalog
Advanced Catalog
WorldCat
Ebrary
EBSCO eBooks
(NetLibrary)
Credo Reference
Virtual Reference
Other libraries
Select the kind of search you want to do, e.g. author title, subject or keyword, etc. The default is keyword.
You may be wondering, what is the difference between subject and keyword searching?

• Definition of subject searching
  - Looks for words *only* in the subject/descriptor field. Uses a preset word(s) to describe the subject. (Also referred to as the Thesaurus)

• Keyword Searching
  - Looks for words anywhere in the record such as the title field, the author field, the abstract field, the subjects field, etc. Can search using a few key, or important, words to describe a topic/concept.
Characteristics of Keyword & Subject Searching:

**Keyword**
- Uses “natural language” or everyday words, e.g. heart attack instead of *myocardial-infarction*
- Often finds results that use your words in an unanticipated way, e.g. java could get results on coffee; Java, Indonesia; computer programming or a company by that name.

**Subject Searching**
- Uses words assigned by experts in the field (indexers).
- If the assigned term is used for your topic then only those results would be found, e.g. *java (computer program language)* will only get results for that definition of java. You get more relevant hits.
Characteristics of Subject Searching:

**Keyword**

- Interprets your term just as you type it in whether misspelled, or variant spelling/meaning, e.g. women vs. woman; teenagers will not get adolescents
- No special knowledge needed in the “art of searching”

**Subject Searching:**

- Good to use with multifaceted subjects, e.g. rehabilitation, cardiac
- Sometimes difficult to find the right subject heading for your concept. Is it cancer or neoplasms?
### When to use: Keyword vs. Subject Searching

**Keyword**
- Good method to begin a search to get an idea of what might be available, then look at a “perfect” articles’ subject headings to continue using subject search.
- You will always get something, even though some of the results won’t be relevant to your research.
- Good to use when your term is relatively new or unusual, e.g. new medical protocol.

**Subject Searching**
- If a thesaurus or subject headings guide is provided in the database then use it to find the best term to use.
- You get the most relevant results from the beginning and don’t waste time searching.
- A keyword search can get too many hits, e.g. using *patient* as a keyword search would bring up way too many citations in a nursing database! Use a kind of patient, such as *cardiac patients*.
For education related topics, a Keyword search may work as well as a Subject search.
Look at the book titles and select one that seems most relevant. Click on the title to view what Subject Headings were used so you can search for “more like.”
By searching by the Subject Heading, you can get access to all the books with that subject. You may see some nearby that are more interesting.
This view gives the bibliographic information for this book, including author (if available), title, publisher information and copyright date. It also gives shelf location in the library and availability.
Using the Request option, you can easily request this title to be couriered or mailed to you. All you need is your student library access number.
Enter your name and your 14-digit library access number. Select a pickup location or postal delivery and submit. Books are checked out for one month. Usually you will want to select postal delivery.
A keyword search sometimes retrieves results when a subject search cannot.
Twelve records were retrieved for the keyword search of “nursing education” and online.
From the main OCLS home page, you can click on: *My Library Account*. This allows you to renew checked out items and see what you have borrowed from the library.
If you only wanted E-books you can limit/sort your search to only the books that are E-books in the catalog. Start with an Advanced Search, type your topic and select Material type.
You have retrieved only the E-BOOKS available on your subject. Try the highlighted one above. Click on the title.
Note that there is no call number, but just a hyperlink. This link takes you to one of our e-book vendors and the full content of the book. You will need to enter your library access # and last name to get to the book since you are entering a 3rd party subscription database. Also, note the red e on the blue book icon. This gives you quick recognition of an e-book.
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  - **EBSCO E-books** (formerly known as NetLibrary). (Also has a direct link from the OCLS home page.)
  - **TREN**. These are PDF books and although not on a public server, upon your request they can be emailed to you.
Library Catalog (Books/Videos)

- Real books are mailed to your home via first class mail within 1 day of requesting.
- Students returns them via USPS, UPS, or if you live near an IWU Center, return them there, e.g. Louisville, Cincinnati, Cleveland, etc.
- Keep the books for 30 days or renew by contacting OCLS.
• Books we do not own can be requested via interlibrary loan. Requests are made through an online request system. It is available from the OCLS Home page, under OCLS Tools.