

**FINDING BOOKS AND JOURNAL ARTICLES
INFORMATION SERVICES
BETHEL COLLEGE LIBRARY
(UPDATED FEBRUARY 2008)**

RESOURCES LOCATED AT BETHEL COLLEGE LIBRARY

1) The Bethel College Book Collection - Over 9,000 volumes, specializing in Biblical Studies and Christian Ministries – Use the library catalog or browse the shelves.

To use the catalog, go to www.bethel-college.com from any computer with internet access including those computers in the Bethel College library.

Click on “Library”

Search the catalog.

For detailed instructions on searching the catalog, please see page 2 on the attached sheets.

2) CDROM of Theological Journals - LIBRONIX (Computer Research, non-web)

The Libronix Periodical Search is located on the first computer by the front door.

This system allows you to look up information in periodicals by subject and author.

For detailed instructions on searching this catalog, please see page 5 on the attached sheets.

3) The Internet - Computer (WEB)

Go to the internet on any computer with internet access or on one of the library computers.

Go the website: www.bethel-college.com

Click on Library

Click on Internet Resources

Browse through these resources and use those that are applicable to your needs

4) Bethel College Print Subscriptions of Magazines, Journals and Periodicals.

All our in-house journals, periodicals and magazines are located on the stand alone rack in the library. On one side you will find the journals and periodicals and on the other side you will find magazines. For detailed instructions on searching this reference source, please see page 7 on the attached sheets.

RESOURCES LOCATED AT LOCAL LIBRARIES IN THE AREA

Access to additional academic libraries is also available. All of these libraries have online catalogs that can be searched to determine if they have resources to meet your needs.

For more information about these resources see page 9 on the attached sheets.

RESOURCES LOCATED THROUGH INTERLIBRARY LOAN

CLICnet is the library catalog for the members of CLIC (Cooperating Libraries in Consortium).

Bethel College has a cooperative agreement with Northwestern College, St. Paul, Minnesota for interlibrary loans. Go to the website: <http://clinet.clic.edu/> and search, making sure you limit the search to Northwestern’s holdings. For detailed instructions on searching the catalog and requesting a resource, please see page 10 on the attached sheets.

OCLC *WorldCat* is a database to help identify resources by subject area, author, or title.

WorldCat can be used to request interlibrary loans from other libraries. Go to the website:

<http://worldcat.org> and search. For detailed instructions on searching and requesting a resource from *WorldCat*, please see page 10 on the attached sheets.

DETAILED INSTRUCTIONS

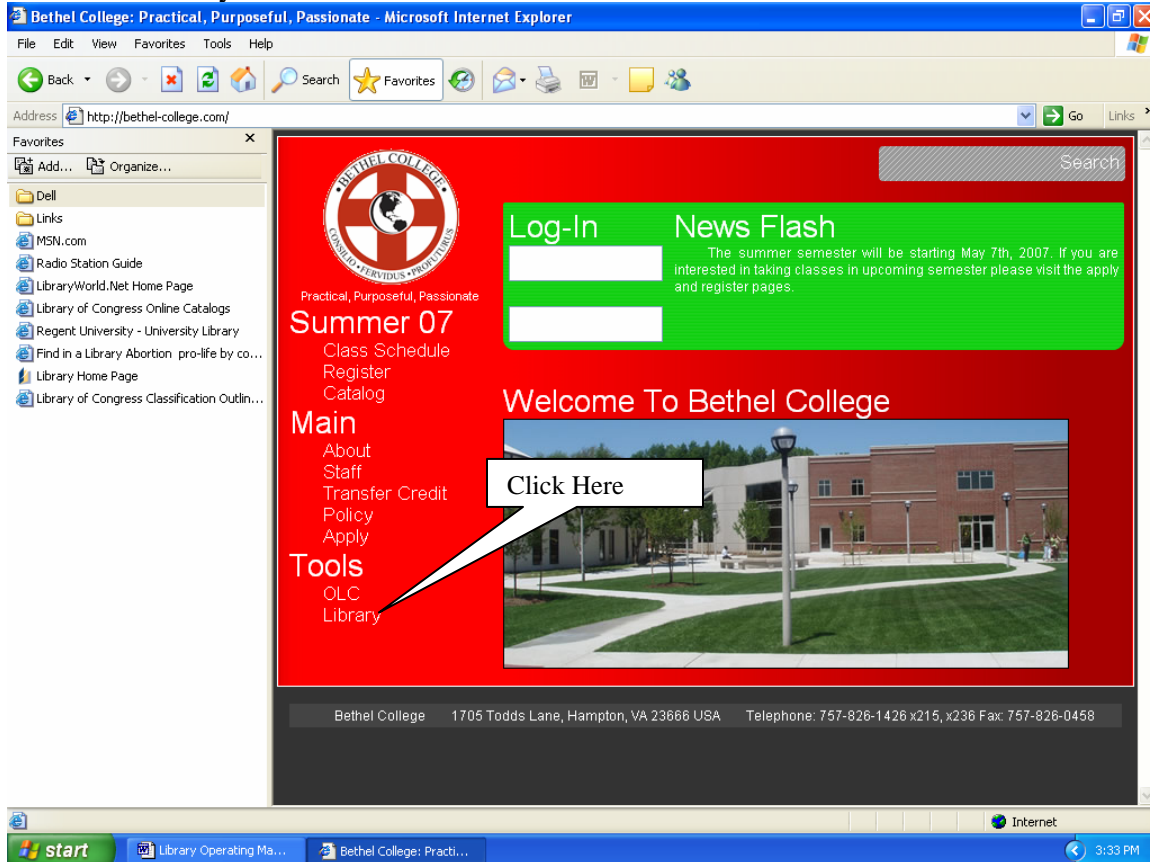
1) The Bethel College Book Collection

How To Use the Library Catalog

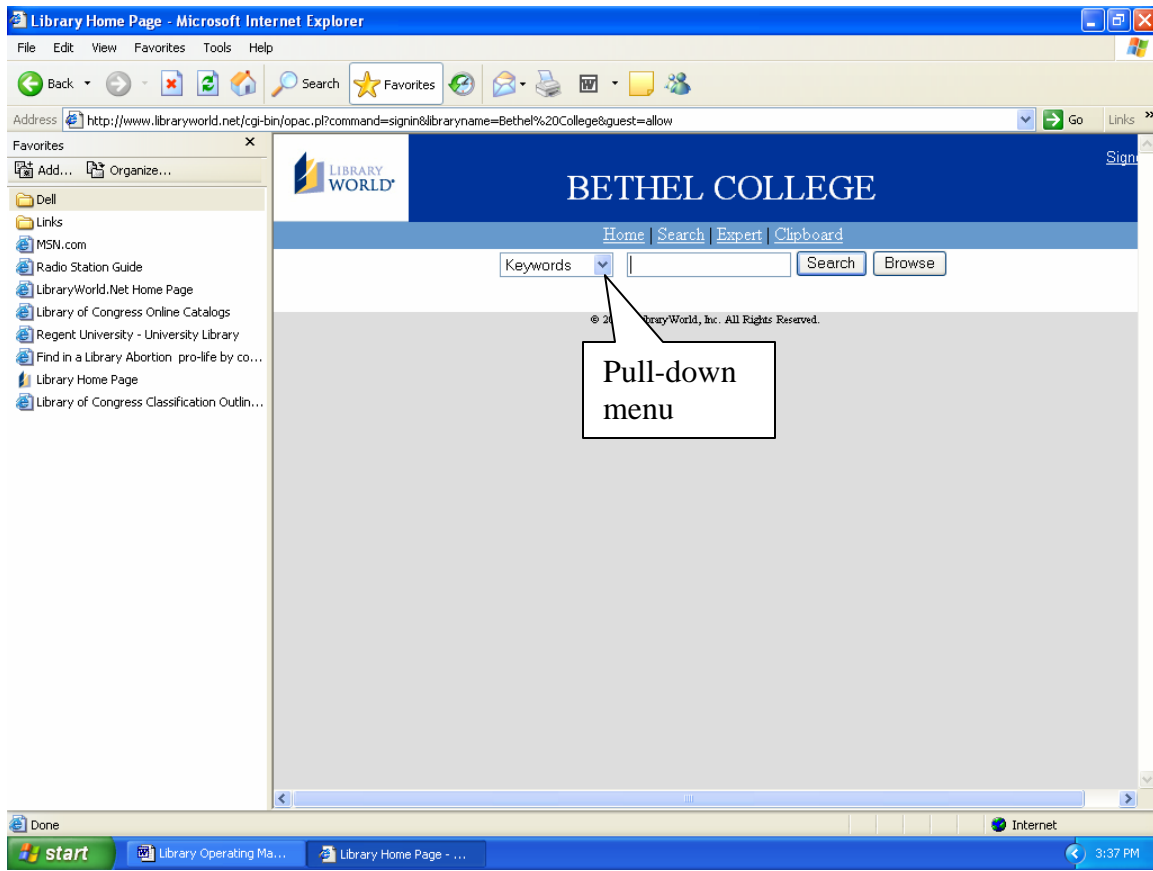
Begin by going to www.bethel-college.com

This is what the screen will look like.

Click on “Library”



Then it will come to this screen where you can access information by author, title, keyword, etc.



Once you've found the material that you need, copy down the call number and a librarian will be able to assist you in finding it. Ex. BV 4850 .L84 1995

Library Home Page - Mozilla Firefox

http://www.libraryworld.net/cgi-bin/opac.pl?command=search_display&searchterm=PRAYER%20&index=keyw

LIBRARY WORLD

BETHEL COLLEGE








Home | Search | Expert | Clipboard

Keywords PRAYER Search Browse

Call Number

Searching for PRAYER using the index keywords

Listing 1 to 10 of 179 (1) 2 3 4 of 18 Next

	Title	Author	Call Number	Copies/In
	10 challenges of a worldchanger /	Luce, Ron.	BV 4850 .L84 1995	1/ 1 in
	The Advocates: How to Plead the Cause of Others in Prayer	Smith, Eddie & Alice	BV 4485 .S65	1/ 1 in
	After this manner, pray understanding the power of the Lord's prayer	Copeland, J. Mark.	BV 230 .C67 1992 copy 2	1/ 1 in
	After this manner, pray : understanding the power of the Lord's prayer /	Copeland, J. Mark.	BV 230 .C67 1992 copy1	1/ 1 in
	All things are possible through prayer	Allen, Charles Livingstone	BV 220 .A4 1983	1/ 1 in
	Answering God the Psalms as tools for prayer	Peterson, Eugene H	BS 1430.5 .P47 1989	1/ 1 in
	The art of intercession handbook on how to intercede	Hagin, Kenneth E.	BV 215 .H33 1981	1/ 1 in

Done

Page 3 Sec 1 3/4 AC 1 Lit 1 Col 1 REC TRK EXP OVR English(0.3)

start Internet ... bethecolleger... FINDING BO... REFERENCE ... Library Oper... Library Library Home... 10:59 AM

2) CDROM of Theological Journals - LIBRONIX (Computer Research, non-web)

The Libronix Periodical Search is located on the first computer by the front door.

This system allows you to look up information in periodicals by subject and author.

Instructions:

- 1) Click on **Libronix Digital Library System** tab on the desktop.
- 2) The Logo will come up
- 3) Click on **LIBRONIX** logo
- 4) The **GALAXIE** software page will come up
- 5) Click on **Search**
- 6) a **“BASIC SEARCH”** window will appear
- 7) Type in keyword(s) and click Search
- 8) Search results listings will start (wait until **all** items are located and it says **“Finished.”**)
- 9) There will be a (+) sign to the left of the article.
- 10) Click on the (+) sign to open the contents. You will then be able to click on the article(s) **(blue text)** in that particular journal.

Bible Searches can also be done on this system.

- 11) On the tool bar click **Search**.
- 12) You can then click **Speedy Search** or **Basic Search** and choose the Bible version that you are interested in.

3) The Internet - Computer (WEB)

Go to the internet on one of the library computers.

Go the website: www.bethel-college.com

Click on Library

Click on Internet Resources

Browse through these resources and use those that are applicable to your needs

4) Bethel College Print Subscriptions of Magazines, Journals and Periodicals.

All of our in-house journals, periodicals and magazines are located on the stand alone rack in the library. On one side you will find the journals and periodicals and on the other side you will find magazines.

If you are interested in finding an article in a journal, periodical or magazine please refer to our ***CHRISTIAN PERIODICAL INDEX*** which is located on the printer stand by the periodical rack. It is a light-blue covered book. The periodicals are listed through the year 2006. Listings for 2007 will be available in January, 2009.

How To Use:

The Periodical Index can be searched much like we do our in-house library searches for books. You can search periodicals by **Author** or by **Subject**.

AUTHOR:

If the patron knows the name of the author, they can search it alphabetically. Once the author's name is found, any articles that they have written will be listed by the title of the article.

Once the author and title have been located, the search continues as to which periodical the article can be found in.

Once the periodical has been located, the issue number, the page and the date will follow.

EXAMPLE:

The patron asks for an article written by Deann Alford in reference to the CIA.

You would search under Author – Alford, Deann.

There are 2 entries for this author. One about the CIA and the other about Katrina.

The patron says that the first entry is the one they're looking for because it is about the CIA.

This is what that entry will look like and how it reads.

(Author) Alford, Deann

(Title) The CIA Myth:...

(Periodical) Christianity Today

(Issue) 50

(Pages) 58-59

(Date) January 2006

You will then check our in-house periodical listing (which is attached to the inside cover of the Index) and find out if we carry that particular periodical and if we do, what dates do we have.

It so happens that we do not have this particular issue but we do have the titled periodical.

If we did have the particular periodical and issue you could then give it to them or show them where it would be and let them retrieve it for themselves.

SUBJECT:

If the patron has a particular subject in mind and does not know an author, they can search it alphabetically. Once the subject is found, any articles written about that subject will be listed alphabetically by the title.

Once a title has been located, the search continues as to which periodical the article can be found in.

Once the periodical has been located, the issue number, the page and the date will follow.

EXAMPLE:

The patron asks for an article dealing with the subject of **Prayer**.

You would search under Subject – Prayer

There are several entries for this subject. The patron then reads the titles of each of the entries to find out which one(s) fit their need.

Once the patron finds an entry that they're interested in have them check our in-house listing to see if we have that particular periodical and issue date. This is what that entry will look like and how it reads.

Example Entry:

(Subject) Prayer

(Title) Focus Moment: Modeling Prayer

(Periodical) Focus on the Family

(Issue) 30

(Page) 30

(Date) May 2006

RESOURCES LOCATED AT LOCAL LIBRARIES IN THE AREA

Access to additional academic libraries is also available. All of these libraries have online catalogs that can be searched to determine if they have resources to meet your needs. See their websites below. If they have the books that you need, you may want to go to these libraries and discuss with them the requirements for checking out books. If they have journal articles that you need, these libraries allow all on-site patrons to use their databases accessed from their on-site computers. You may want to go to these libraries to use their databases on site. Please see Appendix 1 for more information about these resources.

Thomas Nelson Community College

www.tncc.edu

(3 miles from Bethel College)

Christopher Newport University

www.cnu.edu

(8 miles from Bethel College)

Old Dominion University

www.odu.edu

(20 miles from Bethel College)

Tidewater Community College

www.tcc.edu

(20 miles from Bethel College)

Regent University

www.regent.edu

(25 miles from Bethel College)

RESOURCES LOCATED THROUGH INTERLIBRARY LOAN

CLICnet is the library catalog for the members of CLIC (Cooperating Libraries in Consortium). Bethel College has a cooperative agreement with Northwestern College, St. Paul, Minnesota for interlibrary loans.

Go to the website: <http://clicnet.clic.edu/>

Click on



Select Northwestern

Click on “Keyword” drop down menu and select KEYWORD, AUTHOR, TITLE OR SUBJECT

Enter in one word or phrase

Click Search

If you find a resource that you would like to request through Interlibrary Loan, please complete the CLICNET Interlibrary Loan Request Form that can be obtained from the librarian. If you are viewing this document from the web, please print out and complete the appropriate form that is located on page 11 and turn it in to the library.

WorldCat (World Catalogue) is the world's largest network of library content and services.

Bethel College has a cooperative agreement with WorldCat for interlibrary loans.

Go to the website: <http://www.worldcat.org>

Click on Advanced Search

A form will come up asking you how you would like to search. Your options for searching are by: Keyword, Title, Author or Subject.

You also have the option to limit your results by format, ex: Book, Visual Material, etc., or you can leave this option area as is “All Formats.”

Hit search

Click the item that you are interested in

Then click on the library where the item is located

If you find a resource that you would like to request through Interlibrary Loan, please complete the WorldCat Interlibrary Loan Request Form that can be obtained from the librarian. If you are viewing this document from the web, please print out and complete the appropriate form that is located on page 12 and turn it in to the library.

CLICNET INTERLIBRARY LOAN REQUEST FORM

YOUR CONTACT INFORMATION (Please print)

First Name _____ Last Name _____

Day Phone _____ Evening Phone _____

Address _____

REQUEST BOOK

Author Last _____

Author First _____

Title _____

Publication Date _____

Call Number _____

REQUEST ARTICLE

Article Author _____

Article Title _____

Journal Title _____

Date _____

Volume _____

Issue _____

First Page Number _____

Last Page Number _____

WORLDCAT INTERLIBRARY LOAN REQUEST FORM

YOUR CONTACT INFORMATION (Please print)

First Name _____ Last Name _____

Day Phone _____ Evening Phone _____

Address _____

REQUEST BOOK

Library Holding this Book _____

Author Last _____

Author First _____

Title _____

Publication Date _____

Call Number _____

REQUEST ARTICLE

Library Holding this Article _____

Article Author _____

Article Title _____

Journal Title _____

Date _____

Volume _____

Issue _____

First Page Number _____

Last Page Number _____

APPENDIX 1
College and University Libraries Comparison Worksheet

General Information	William and Mary, Landrum Drive, Williamsburg, VA 757-221-3050	CNU, 1 University Place, Newport News, VA 757-594-7000	ODU, 4427 Hampton Blvd, Norfolk, VA 757-683-4154	Regent University, Regent University Drive, Virginia Beach, VA 757-226-4150	TNCC, 99 Thomas Nelson Drive, Hampton, VA 757-825-2700	TCC, 300 Granby Drive, Norfolk, VA 757-822-1122
Distance from Bethel College	28 miles	8 miles	20 miles	25 miles	3 miles	closest campus - 20 miles
Hours of operation	8-2 Mon-Thur 8-6 Fri 10-6 Sat 1pm-2am Sun	8am-12am Mon-Thur 8-8 Fri Sat 9-5 Sun 1pm-12am	8am-12am Mon-Thur 8-7:30 Fri 9-5 sat 9-12am sun	Mon-Sat - 8:00am-midnight, Sun - 2:00pm-midnight	8-9 Mon-Thurs Fri 8-4 Sat 9-3	Hours different for each campus
Website link	http://www.wm.edu/	http://www.cnu.edu <u>u</u>	http://www.odu.edu/	www.regent.edu/general/library	http://www.tncc.edu/	http://www.tcc.edu/
Library Card for Borrowing Books	\$50 annual fee for library card	Free library card with proof of local residence	\$35 annual fee for library card	\$50 annual fee for library card	Free library card with proof of local residence	Free library card with proof of local residence
Access to electronic databases	Free on-site access to electronic databases	Free on-site access to electronic databases	Free on-site access to electronic databases	Free on-site access to electronic databases	Free on-site access to electronic databases	Free on-site access to electronic databases
Access to catalog	Unrestricted off-site access to catalog	Unrestricted off-site access to catalog	Unrestricted off-site access to catalog	Unrestricted off-site access to catalog	Unrestricted off-site access to catalog	Unrestricted off-site access to catalog

# of students/ Annual Enrollment	7,500	4,800	20,802	4,260	13,120	Various campuses in the Tidewater area
Degrees Offered						
Associates of Arts					x	x
Associates of Science					x	x
Associates of Applied Arts					x	x
Associates of Applied Science					x	x
Bachelor of Arts	x	x	x	x		
Bachelor of Science	x	x	x	x		
Master of Arts	X	X	X	x		
Master of Science	x	x	x			
Doctoral	x		x	x		
Surrounding Area Public Libraries	Hampton	Newport News	Poquoson	Williamsburg		
Hours of operation	Most are mon-thur 9-9	Most are mon-thur 9-9	Hrs vary	Hrs vary		
Website lnk	www.hampton.va.us/hpl	www.newport-news.va.us/library	www.ci.poquoson.va.us/library	www.williamsburgpl.net	-	-