CHABOT LIBRARY

Resources Available at the Library
(Psych/Counseling: Wilson)

To begin, go to the Library’s web site: http://www.chabotcollege.edu/Library/

Reference Books/Reliable Reference Websites

For this assignment, you should go to reliable reference resources to get the most authoritative information on your career. Searching randomly on the Web will lead you to problems as anybody can put anything on the Web. To search further, you can search our online subscription databases, listed below.

**Occupational Outlook Handbook**
http://www.bls.gov/oco/

**Best Jobs for the 21st Century**
Reference Shelves: HF 5381.15 F37 2004

**Career Guide to America’s Top Industries**
Reference Shelves: HF 5382.5 U5 C315 2004

**America’s Top 300 Jobs: A Complete Career Handbook**

**Encyclopedia of Careers and Vocational Guidance**

**Occupational Outlook: East Bay**
Reference Shelves: HF 5382.5 U5 A43 2003

**Career Information Center**
Reference Shelves: HF 5382.5 U5 C32

**Online Reference Shelf: Employment, Careers, and Study Abroad**
http://www.chabotcollege.edu/Library/onlineref/employment.html

**Librarians’ Internet Index: Career Development**
http://tinyurl.com/vc4hw

**Vocational Guidance Journals**
Look at especially Occupational Outlook Quarterly. Some of these titles are in EbscoHost or another library subscription database.
http://tinyurl.com/y99uxf

**Encyclopedia of Associations**
This source lists tens of thousands of associations, including professional organizations. Each listing gives a short description and includes an address and phone number, along with Web site address.
Reference Shelves: HS17 G33

**Statistical Abstract of the United States**
Reference Desk: HC202 U58

**Online Reference Shelf: College Guides, Grants, and Scholarships**
http://www.chabotcollege.edu/Library/onlineref/college.html
Resources By subject

Internships

Reference Shelves: HD 59.6 U6 I585 2005

Professional Careers Sourcebook

Reference Shelves: HF5382.5.U5 P76 1997

Library Subscription Databases: From the Library home page, select “Magazines, Journal Articles, Newspapers” or go to http://www.chabotcollege.edu/Library/abby/dblist.html. —To find articles related to your topic that originally appeared in magazines, journals, and newspapers. Originally published in print form, meaning these articles have been screened by editors and other professionals and the information has been determined to be accurate and any opinions have been well backed up and stated by a credentialed expert.

Mainly Magazines and Journals

EbscoHost Academic Search Elite
A multi-subject database, covering the social sciences, humanities, general science, multi-cultural studies, education, and much more! Tutorial available at: http://tinyurl.com/58ysq
Paper tutorial available in last two pages of this handout.

EbscoHost Health Databases
Search CINAHL Plus Text and other databases to find information related to any of the health professions.

Mainly Newspapers

ProQuest Diversity Databases
Alt-PressWatch, Ethnic NewsWatch, and GenderWatch. Coverage of the alternative, ethnic, and gender newspapers and magazines written by and for their audiences. Paper handout available to print at http://tinyurl.com/dgg2v

Lexis-Nexis Academic Universe
A newspapers, company information, and legal database. Search “Quick News Search” for articles from newspapers, magazines, and news transcripts from the last two years.

Library Catalog

Good to find a book that provides more detailed background on your desired profession, however in most cases, the information here is not as up to date. Good to use if you want to do more further detailed study. You may have to search under more broad terms and in some cases, you may have to find a desired, fairly up to date book at other libraries. You locate a book in our collection by its call number.

Searching the Catalog: This is the best approach when your research need relies you to combine search terms. Make sure words or phrase is selected underneath Search For and narrow your search down to Chabot College if you only want to find books available at Chabot. Combine different terms such as: united states AND iraq or cloning AND religion. enter your terms with AND in between and then click on Search

See Your Search Strategy for more information on phrasing a search statement.
Searching EbscoHost

First, before searching any database, come up with a search strategy.

For this class assignment, select Academic Search Elite. From the Library home page, go to Magazine, Journal Articles, Newspapers. The selection for Academic Search Elite is listed under All Subjects. Click on Go Directly Into The Database. Or . . .

If you have a computer with low memory or you have a disability, click on Academic Search Elite, and then click on the link to the right of the Text Only icon. Then, click on Academic Search Elite to get into the database.

Ebsco Host Search Form

The fields pull-down menu (right side of search form) is where you can search your term by selections such as Author, Subject, and Text. "Default Fields" searches Author, Title, Subject Headings, and words in the abstract, but NOT in the text of the article. If you want your terms to search the text of the article itself, select TX All Text.

Limit your Results: Limit to only those articles available online in full-text, or to peer-reviewed (scholarly articles) only or to only one particular magazine or journal title, or limit to a particular date range.

You can also search by ONE TERM at a time by clicking on Subjects. If you get results you do not want, click on Refine Search and perform a different search. To view your past searches, click on Search History.

By default, results in EbscoHost are listed by date, most recent first. By clicking on the pull down menu on the top right of your results, you can change how you want your results, sorted. Changing your results by relevance may help you in some cases.
Reading the Results List Screen

Title of the article is on the top left and will be a link. The Note field lets you know what years the journal is available in print or microfilm at Chabot, Las Positas and Cal State Hayward libraries.

When available, the last line of the citation will let you know what full text formats are available. Full Page Image requires Adobe Acrobat in addition to your browser.

Title: Bilingual education.
Subject(s): EDUCATION, Bilingual
Source: Phi Delta Kappan, May 98, Vol. 79 Issue 9, p672, 6p, 1 bw
Author(s): Rothstein, Richard
Abstract: Focuses on the controversy surrounding bilingual education. The arguments of proponents and opponents of bilingual education; The history of bilingual education; The mixed findings on bilingual education.

EMAILING/PRINTING ARTICLES

EMAILING An Article

1. Make sure you have the article itself on the screen. Otherwise, you may be emailing yourself a list of citations.

2. Click on the Email button: E-mail. It is available on the top of the screen of each database. On the right are Email buttons as they appear in our many databases.

3. You may be asked to make certain selections. If you want full text make sure it is selected and then click on "Submit" or "OK"

4. Enter Email address and then select "Submit" or "OK"

Printing An Article

1. Make sure you have the article itself on the screen.

2. Click on the Print button on the EbscoHost screen:

3. Make sure Detailed Citation and Abstract and HTML text is available.

4. From your browser, select Print Preview to Preview your print jobs. When done, select print.

5. If what you have is a PDF file, you need to click on the Print icon from the Adobe Acrobat toolbar itself, otherwise you will end up printing a blank page.

6. If you’re on campus, you will need to then go to a Go Print station to then use your Go Print card to pay for your print job (ten cents per page). For information on how to print on campus using the Go Print card, go to http://tinyurl.com/ydlubk