

Individual Databases:

Ask your librarian about additional databases that your library may subscribe to.

Academic:

Academic OneFile: The premier source for peer-reviewed, full-text articles from the world's leading journals and reference sources.

Educator's Reference Complete: A selection of more than 450 full-text academic journals, hundreds of full-text reports, and many premier reference sources.

Expanded Academic ASAP: Access scholarly journals, magazines, and newspapers.

Biography:

Biography Resource Center: Combines Gale biographies with full-text articles from magazines and newspapers, thousands of images, and links to vetted websites. Integrated with *Marquis Who's Who*[®].

Business:

Business Index ASAP: In-depth research on management issues, economic indicators, and business theories and practices.

General BusinessFile ASAP: Analyze company performance and activity, industry events and trends as well as the latest in management, economics, and politics.

General:

America's News Magazines (Newsbank): A collection of full-text magazines, covering general news, business, entertainment, lifestyle, and sports.

General OneFile: A one-stop source for news and periodical articles on a wide range of topics.

General Reference Center Gold: A general interest database that integrates a variety of sources - newspapers, reference books, magazines, and trade publications.

Health:

Health Reference Center: Multi-source database providing access to the full text of nursing and allied health journals.

History:

Massachusetts History Online: Contains full-text articles gathered from almost 50 sources that directly relate to MA history.

K-12:

Student Edition: A periodical database designed for high-school with 1100+ titles.

Junior Edition: A periodical database designed for middle-school with over 300 cross searchable e-books.

Kids InfoBits: A database developed especially for beginning researchers in Kindergarten through Grade 5. A visually graphic interface offers search capability for full-text content that is curriculum related and developmentally appropriate.

Literature:

Contemporary Literary Criticism Select: An extensive collection of more than 11,000 critical essays on contemporary authors.

Newspapers:

Massachusetts Newsstand: Access to twelve local newspapers throughout the Commonwealth from the **Boston Globe** to Pittsfield's **Berkshire Eagle**.

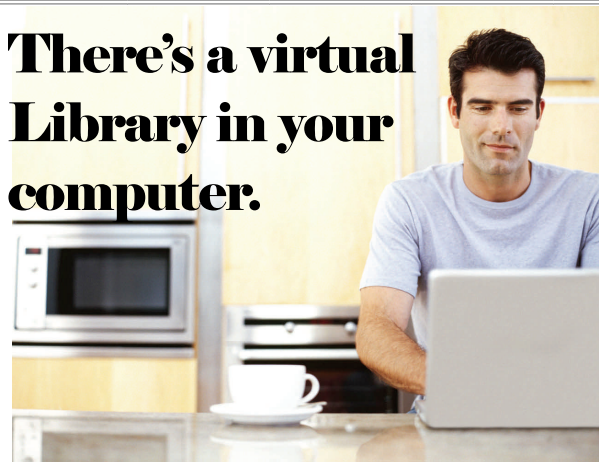
Springfield Republican (America's Newspapers/Newsbank): Access to the **Springfield Republican**, provided by MBLC and the Springfield City Library.

Reference:

Gale Virtual Reference Library: A database of multidisciplinary encyclopedias and specialized reference sources.

Prepared by WMRLS Reference Advisory Committee
Updated Fall 2009

WMRLS is a State-supported collaborative that provides leadership and services to foster sharing among member libraries of all types.
Free Clipart from Microsoft Office Clip Art Online at:
office.microsoft.com/ens/clipart/default.aspx



There's a virtual Library in your computer.

Access it NOW from your home or office through online databases and find:

- Magazine Articles
- Reference Books
- Newspaper Articles
- Literary Criticism
- Podcasts & Transcripts
- Medical Information
- Business Information & Company Profiles
- Biographies

Western Massachusetts Regional Library
System — www.wmrls.org

Getting Started:

- **What are databases?**

Databases provide access to articles from magazines, journals, newspapers, images, podcasts, and reference resources any time and anywhere there is Internet access.

Databases are updated frequently, making access to the most current articles possible. Even more important, many of the articles you retrieve will be available in full text, so you can print them directly from the computer. You may also email the articles or read them on the screen.

- **What is the cost involved?**

Databases are available **free** to library card holders. Access to these databases is funded by the Massachusetts Board of Library Commissioners (**mblc.state.ma.us**), your local library, and Massachusetts tax dollars.

- **Access:**

To access databases in the library, ask your librarian to identify which library computers are for database use.

To access databases from home or office, go to your library's homepage and look for the database link, or to **www.wmrls.org**, click Online Databases, then Remote Access, and type in your barcode number from your library card.

Databases vs. Surfing:

Why use databases?

The Internet has a great deal of information available, but because much of that material is inadequate, or even inaccurate, you can waste a lot of time sifting through sites to find what you want. Databases can save you time and make searching more precise. Here are some of the ways to use them:

- ⇒ If you want some quick reference information, use a reference database such as the **Gale Virtual Reference Library**.
- ⇒ If you want to read a *New York Times* article from 2003, use **General OneFile** or **Academic OneFile**.
- ⇒ If you want to read the company profile for General Electric, use **General BusinessFile ASAP**.

Searching Databases:

Your choice of which database you use depends on your research needs. Once you have determined the database you want to search, you can begin to type in your query.

Gale InfoTrac databases allow you to conduct three types of searches:

- ⇒ A **Basic Search** allows you to specify whether your term defines the subject of the article or is a keyword found anywhere in the text.
- ⇒ An **Advanced Search** prompts you to combine terms using *and*, *or*, & *not* operators.
- ⇒ A **Subject Guide Search** provides a range of narrower and related terms to refine your search and allows you to specify time period and type of publication.

With **Gale InfoTrac** databases you can also create an account to save searches, save articles, and request RSS feeds.

Narrowing Searches

Depending upon the database you use, you can narrow your search by limiting to articles from specific dates; that are available in full-text online; or that are Peer Reviewed/Refereed.