Searching for Articles and Books through the McMaster Library System

November 2019

John J.H. Lee

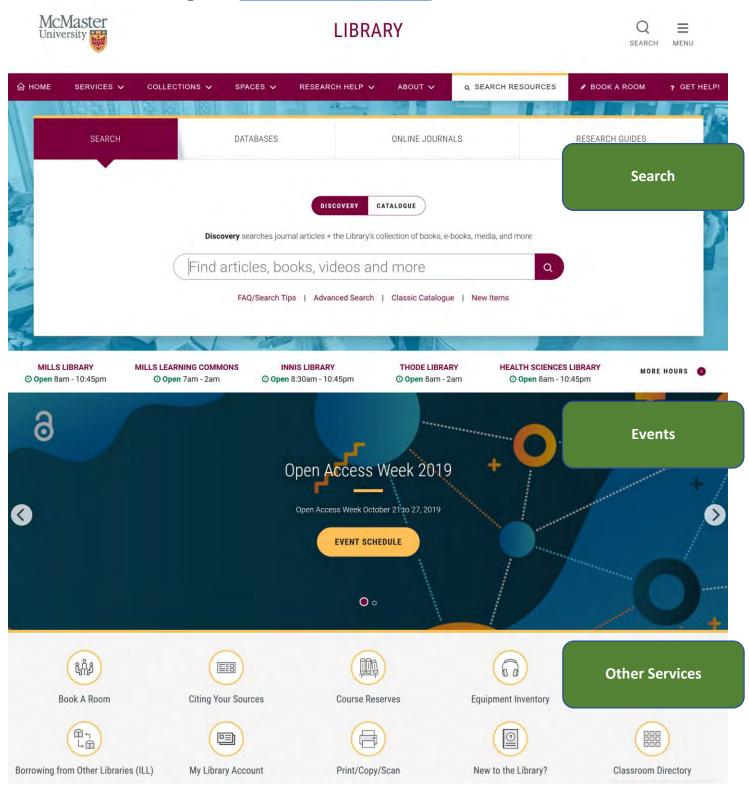
[DRAFT]

TABLE OF CONTENTS

I. Introduction	2
Overview	2
Log-In	3
Discovery vs. Catalogue	
Live Chat: Ask A Librarian	
II. Finding Articles	8
Option 1: Discovery or Catalogue	
Option 2: ATLA Database	
Option 3: Other Databases	17
Option 4: Online Journals	22
Option 5: Google Scholar	
III. Finding Books	27
Option 1: Discovery	27
Option 2: Catalogue	
What if the MMULS does not have the book you are looking for?	

Overview

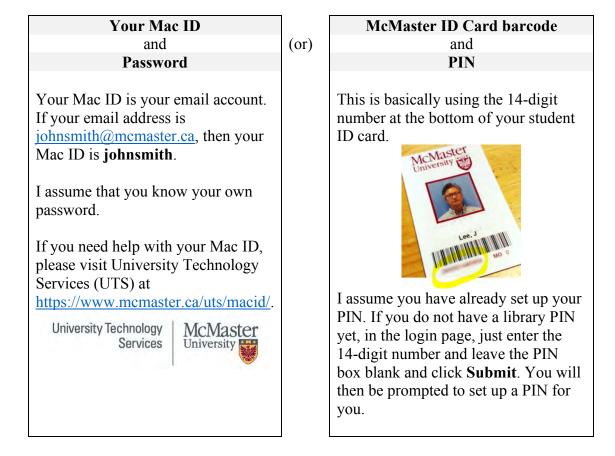
The McMaster University Library System (MMULS) is the place where you want to look for materials for your research. Go to the following URL: https://library.mcmaster.ca/ and the MMULS website looks like below:



Log-In

You will need to log in to use the MMULS to its full capacity especially when you are accessing the system off-campus.

So, how do we log in to the MMULS? You need either of the two sets of login information:



For more information, see: https://libguides.mcmaster.ca/discovery/library-account.

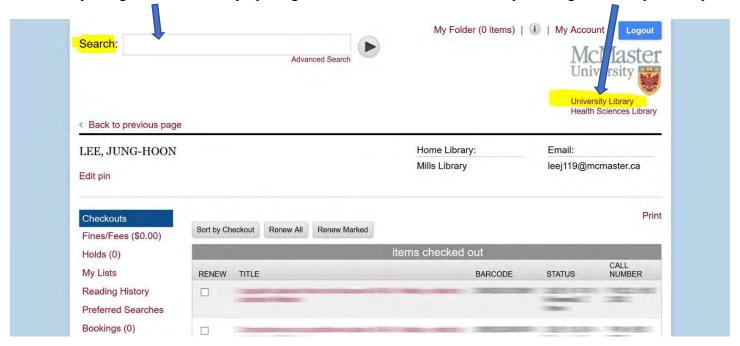
To log in, scroll down on the homepage until you get to Other Services section. Click My Library Account.



You are now in **Library Account Login** page. Use one of the two sets of login information mentioned above. As for me, I will use my Mac ID and Password to log in. Then click Submit.

	LIBRARY ACCOUNT LOGIN
	Login with your MAC ID and Password OR your McMaster ID Card barcode and PIN.
N	OTE: If you have multiple roles with McMaster (e.g., as both an employee and as a student), you may have more than one Library Account in our system.
MAC ID:	McMaster ID card:
Username:	Barcode:
leej119	
Password:	Enter 14-digit barcode on McMaster ID card e.g. 29005002103816
•••••	PIN:
	First time creating a PIN? Leave this box blank and click Submit
	☑ Remember this login information?
	FORGOT YOUR PIN?
	CLICK
	CLICK
	SUBMIT

You are now logged in. You can see all your account information here. You can either start looking for materials by using Search box or by opening a new window of the MMULS by clicking University Library.



If you use **Search** here, it will take you to **Discovery** system. I will explain this in the following section.

Discovery vs. Catalogue

The MMULS offers two distinct search systems: **Discovery** and **Catalogue**.



What are they? How are they different from each other?

DISCOVERY

Discovery finds materials for you not only from our own holdings but also from external databases (full-text and index-only), i.e. it takes you beyond McMaster University.



CATALOGUE

Catalogue search is only limited to our own holdings (books, e-books, specific journal subscriptions, print periodicals), i.e. it is an internal search limited to McMaster University libraries.



See A Guide to Discovery and Catalogue at http://libguides.mcmaster.ca/discovery.

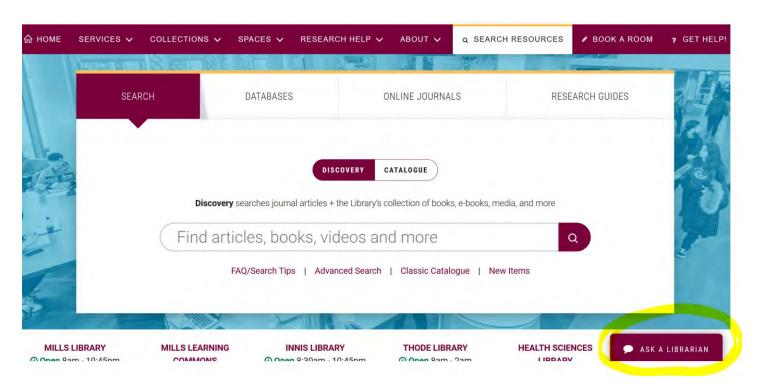
Live Chat: Ask A Librarian

One of the best features of the MMULS is that the librarians are very accessible and responsive. Let's try to use its live chat assistance system called Ask A Librarian.

Once you are in the MMULS website, you will always see screen.

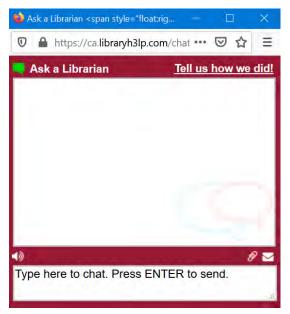


in the lower right corner of the

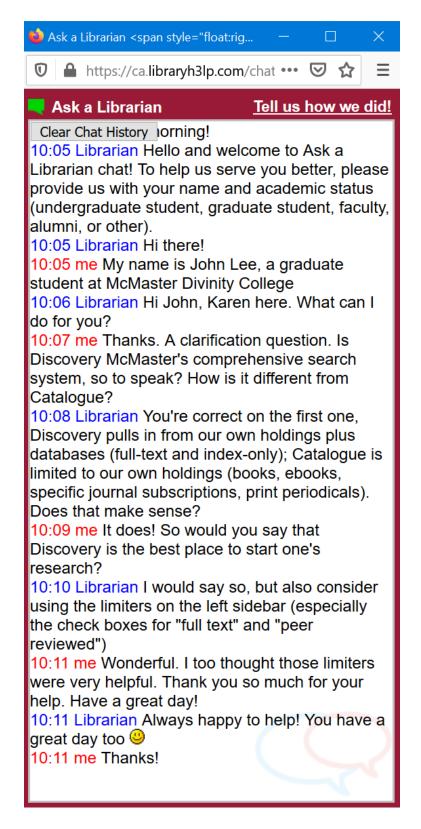


This live chat service is offered 10 am to 10 pm (Eastern Canada Time). Click it, and you will see a small pop-

up window like the following.



Will they really respond? Trust me. They will. Let's ask them about **Discovery** and **Catalogue**.



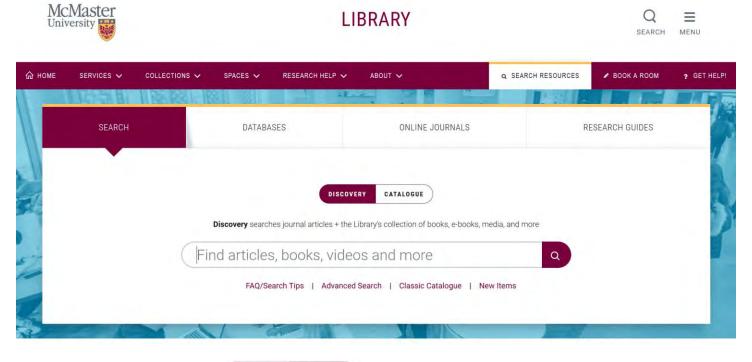
Isn't it amazing that it took only five minutes to get your question answered?

Also, you can always email them at library@mcmaster.ca. They will respond to you quickly.

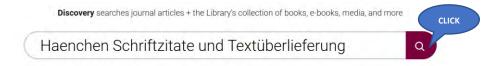
II. Finding Articles

Option 1: Discovery or Catalogue

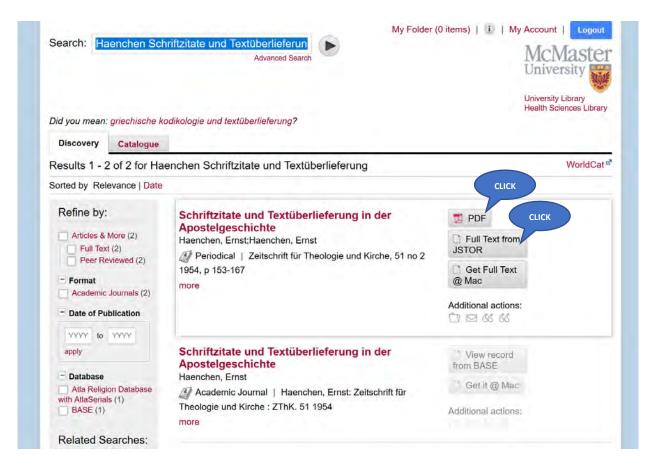
- (1) Let's try to find the following article as a test case: Haenchen, E. "Schriftzitate und Textüberlieferung in der Apostelgeschichte." ZThK 51 (1954) 153-67.
- (2) Go to the McMaster University Libraries System (MMULS): https://library.mcmaster.ca/



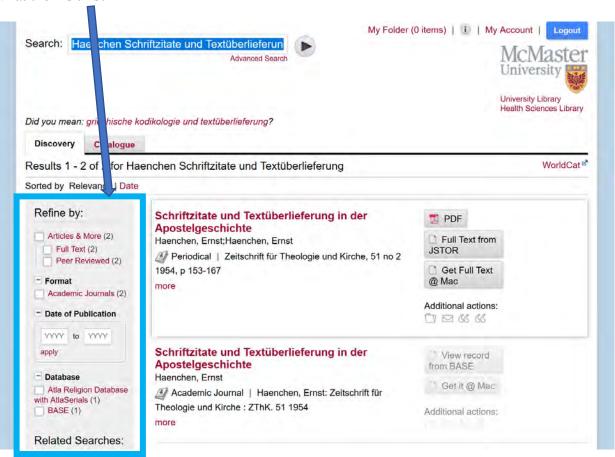
- (3) You have two options: CATALOGUE DISCOVERY
- DISCOVERY if you are looking for a journal article. **Discovery** is very powerful. It (4) It is better to choose will help you find most of the articles that you look for.
- (5) Type the author's name and the title into the search pane. Note that you do not always need to enter the author's full name and the paper's full title. Click the magnifying glass icon.



(6) The result page looks like the following. As you can see, it was an easy search. Click the ppf button to view the article. You can also click to view it from the JSTOR database. The result, Full Text from **JSTOR** however, is the same. (Remember, however, that if you are accessing off-campus, you will probably be prompted to log in)



(7) What then is this?

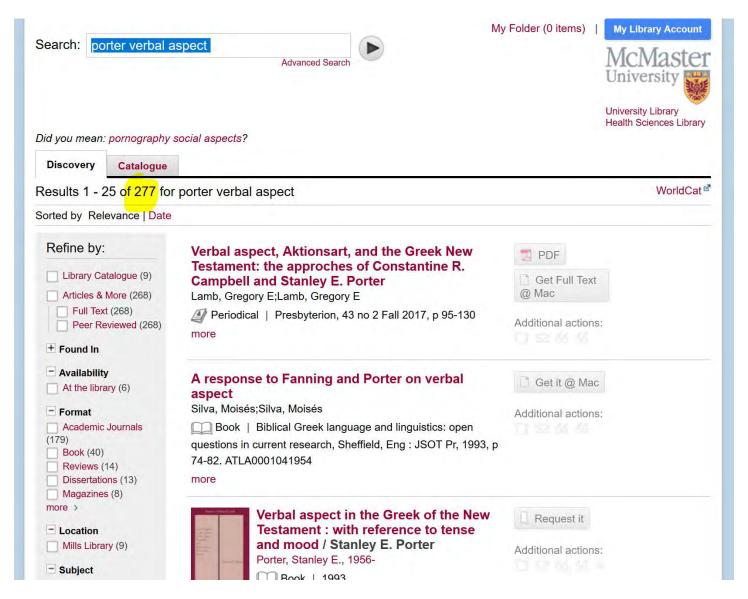


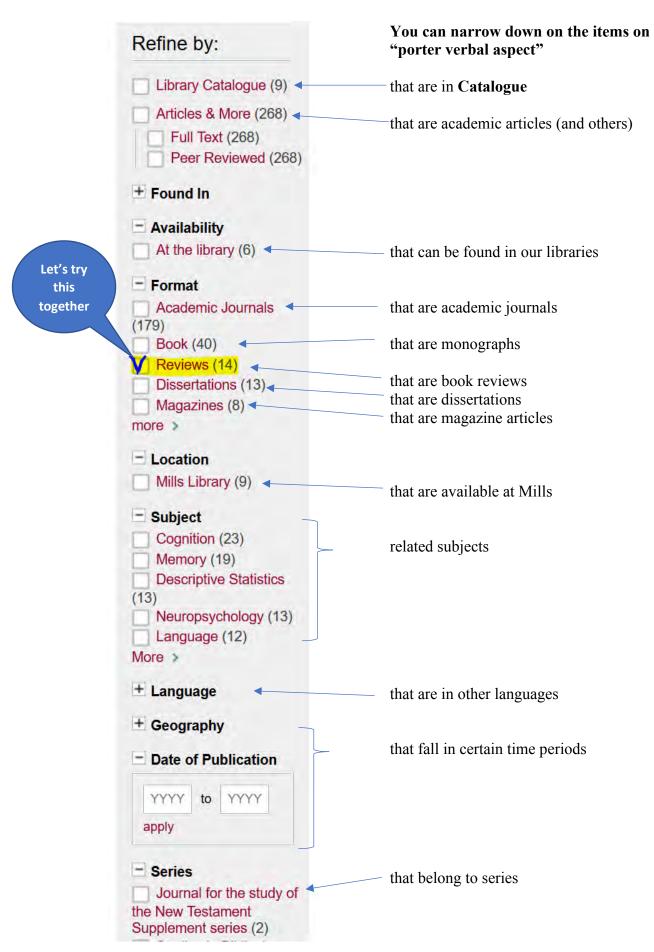
This pane shows the search limiters that **Discovery** offers, which help you narrow down or diversify your searches. Let's try using the limiters together:

Go to Discover. Enter "Porter verbal aspect."

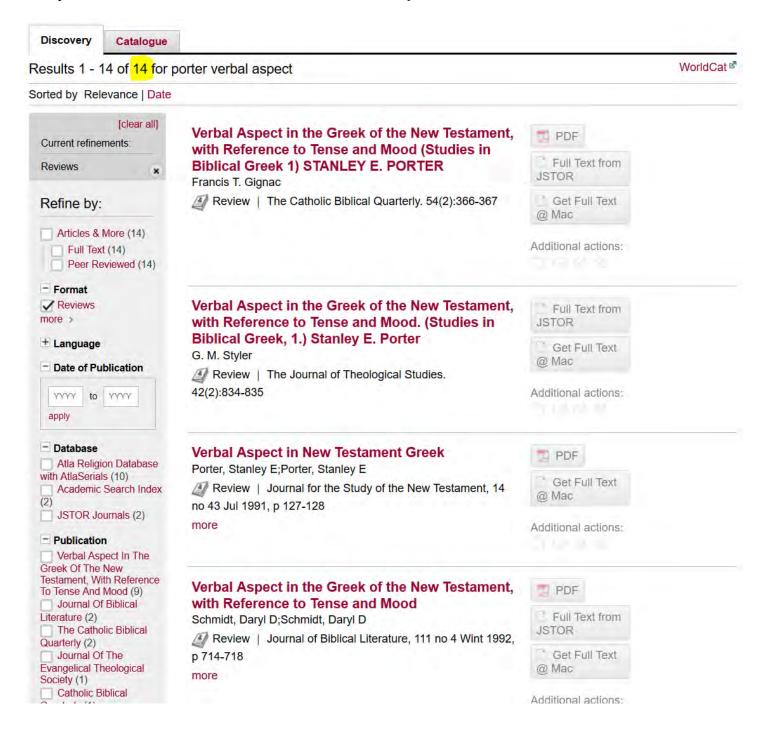


Discovery has found **277** items for you. But you won't have time to see all of them. This is where **Discovery**'s limiters come in handy.





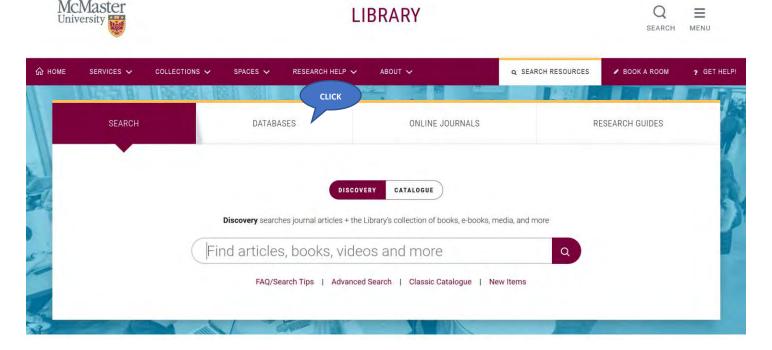
Now you can see the 14 book reviews on Porter's Verbal Aspect:



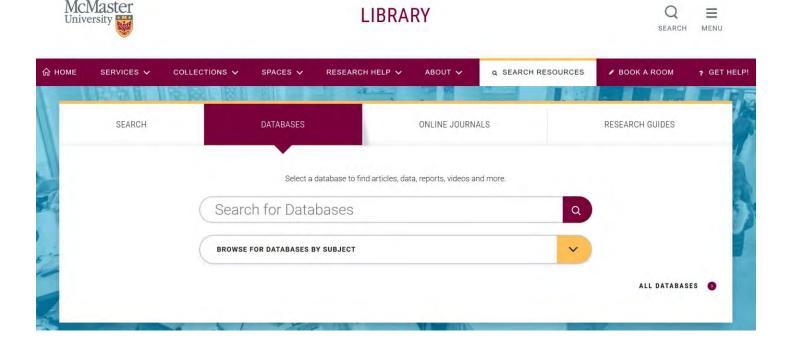
Although **Discovery** and **Catalogue** constitute a powerful search system, there are occasions that you want to access various databases and online journal sites yourself in order to carry out a more detailed, refined search. The following four options (Option 2, 3, 4, and 5) will help you do it.

Option 2: ATLA Database

- (1) Let's find the following article: Porter, Stanley E. "The Argument of Romans 5: Can a Rhetorical Question Make a Difference?" *Journal of Biblical Literature* 110 (1991) 655–77.
- (2) Again, direct your browser to the MMULS: https://library.mcmaster.ca/
- (3) Click the **DATABASES** tab because we want to directly access scholarly databases this time.



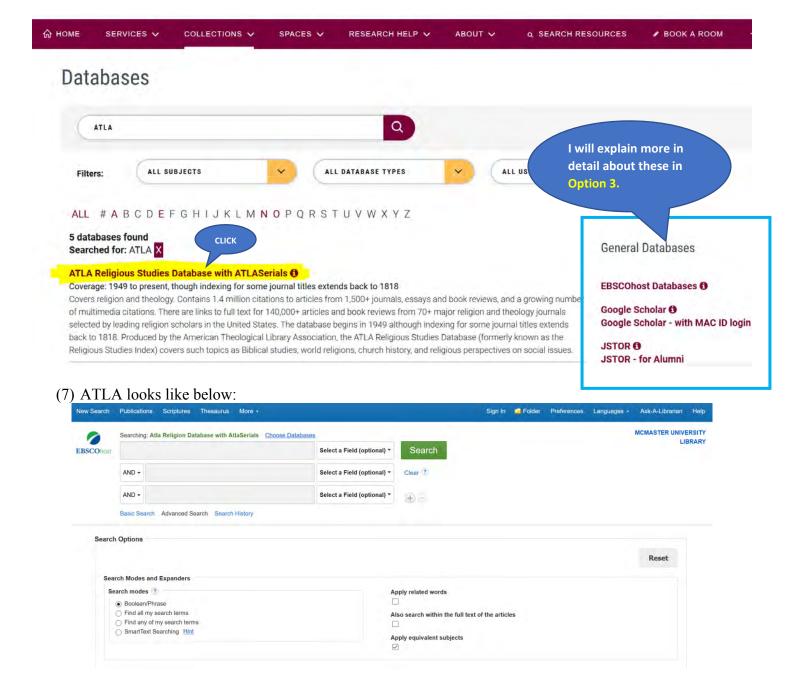
(4) Then, you will see the following:

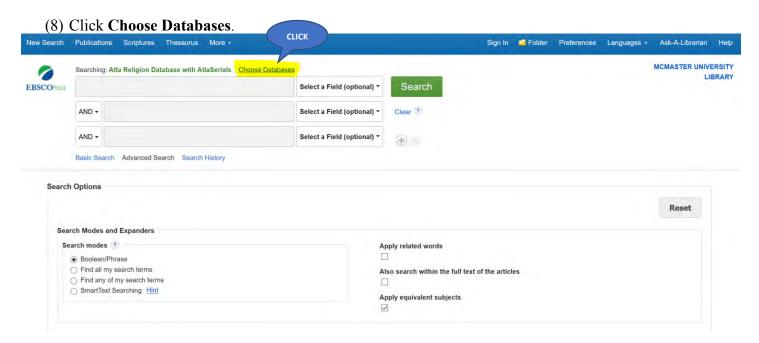


(5) MDC faculty members' and students' most frequently used database would be **ATLA** (American Theological Libraries Association) Religious Studies Database. So, type **ATLA** in the search pane.

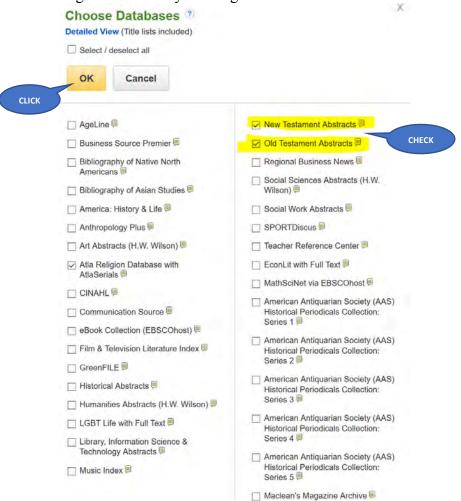


(6) The MMULS will then find ATLA database for you. Click the title to access it.

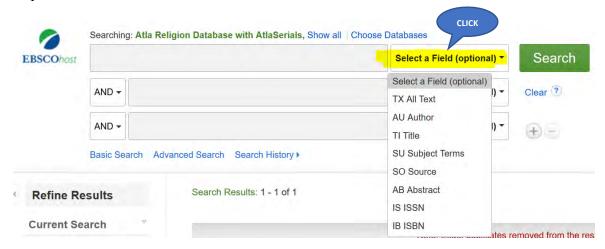




(9) In the Choose Databases pop-up window, check both New Testament Abstracts and Old Testament Abstracts before closing the window by clicking the OK.



(10) Now you are back in the main search page. Remember that you can choose a search field to increase search precision.



(11) For our target paper, we will enter "Porter" for Author, "Romans 5" and "Rhetorical" for Title. Click Search.

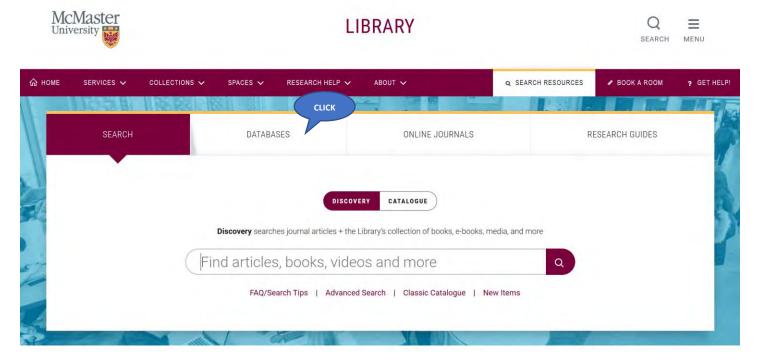


(12) You have found the article! Click **PDF Full Text** to view or download it.

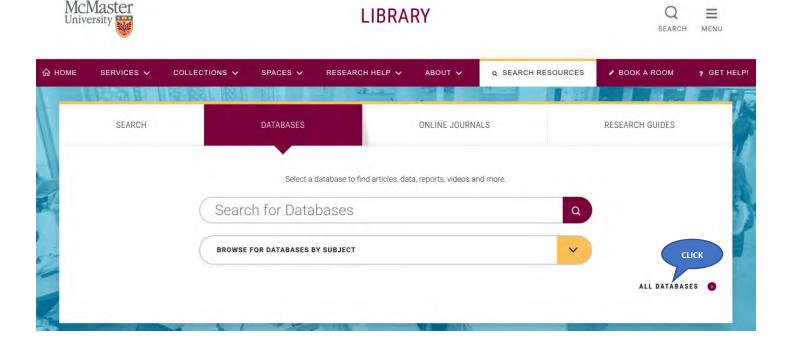


Option 3: Other Databases

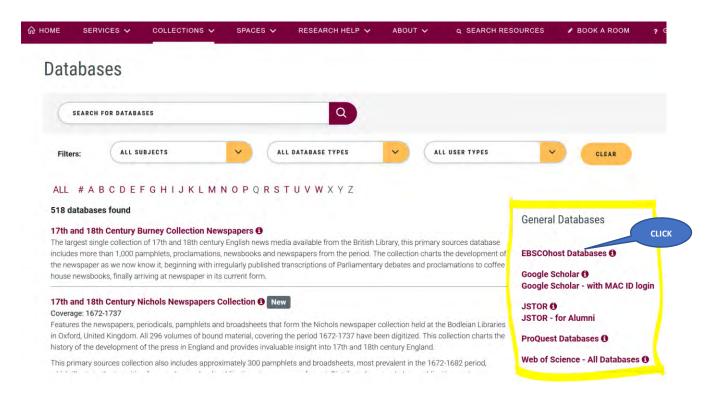
- (1) Let's try to find a **non-religious** article: Hymes, Dell. "Models of the Interaction of Language and Social Setting." *Journal of Social Issues* 23 (1967) 8–28. For **non-religious** articles, **Databases** will work fine.
- (2) Go to the MMULS: https://library.mcmaster.ca/
- (3) Click the **DATABASES** tab.



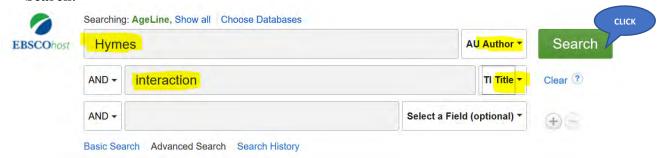
(4) This time we will try a general (e.g. non-religious, non-theological, etc.) database. Click **ALL DATABSES**:



(5) You can see the list of general databases. You can choose any of them. But let's try the **EBSCOhost Databases**. Click on it.



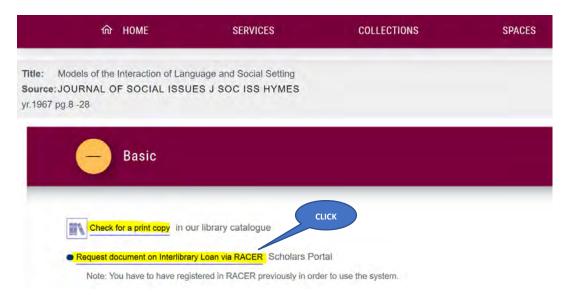
(6) In the EBSCOhost Databases search pane, type "Hymes" for Author and "interaction" for Title. Click Search.



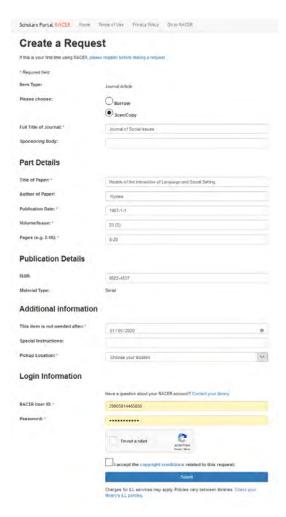
(7) I think we have found it! But it seems its PDF is not readily available. Let's see. Click Get it @ Mac.



(8) The PDF is not available. Then, first, go to **Check for a print copy**. Mills may have a hard copy of this journal. Or you can click **Request document on Interlibrary Loan via RACER**. I will show you how to do the latter. Click on **Request document on Interlibrary Loan via RACER**.

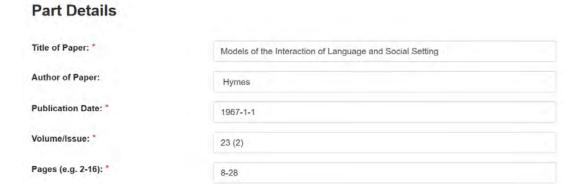


(9) You will then be directed to McMaster's ILL request form which looks like below. All the necessary information is automatically filled out; all you need to do is to double-check.



Item Type:	Journal Article
Please choose:	Borrow
	Scan/Copy
Full Title of Journal: "	Journal of Social Issues
Sponsoring Body:	

(11) Check all the other information as well. The field marked with the red asterisk (*) is a required field.



(12) Choose your **Pickup Location**. Although you will be receiving the PDF via email, you still need to specify your pickup location. Choose **McMaster Mills Library**.

Additional information

This item is not needed after: * O1/09/2020 Special Instructions: Choose your location Choose your location Choose your location McMaster Health Sciences Library McMaster Mills Library

(13) Now you need to provide the login information. Your **RACER User ID** is the 14-digit number at the bottom of your student ID card.

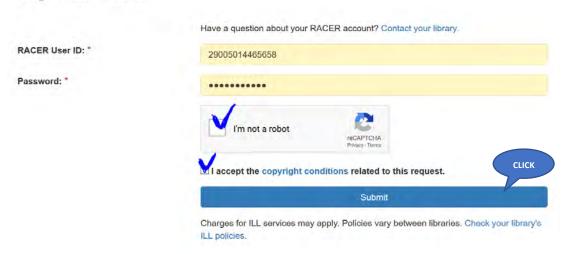


If you have not set up your RACER account yet,

go to the library and ask one of the librarians. They will set it up for you immediately.

Enter your login information. Check I'm not a robot. Check I accept the copyright conditions. Then click Submit.

Login Information



(14) Well done. You have successfully requested a scan of this article. You will receive the file via email within a week or so. The document will normally arrive with a cover that looks like the following.

Scanning, Journal

From: libweb@mcmaster.ca on behalf of John J.H. Lee <leej119@mcmaster.ca>

Sent: Friday, November 11, 2016 10:46 AM

To: Scanning, Journal

Subject: Scanning Print Journal Article Request

Submitted on Friday, November 11, 2016 - 10:46

Submitted values are:

Library: MILLS LIBRARY

Journal Title: Journal of social issues.

Journal Article Title: Models of the Interaction of Language and Social Setting

Author: Dell Hymes

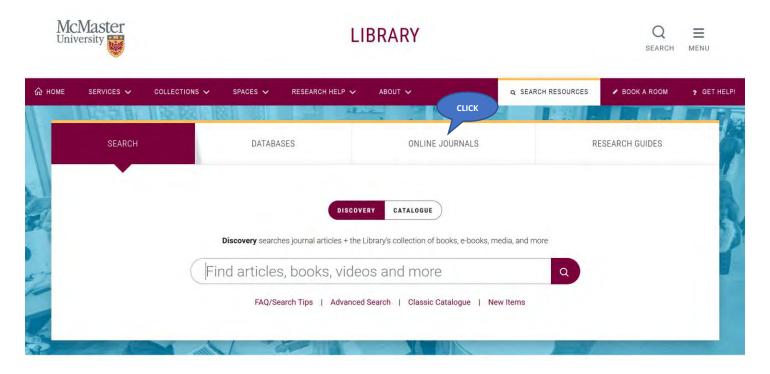
Page: 8-28 Volume: 23 Issue: 2

Vear 1967 ter.

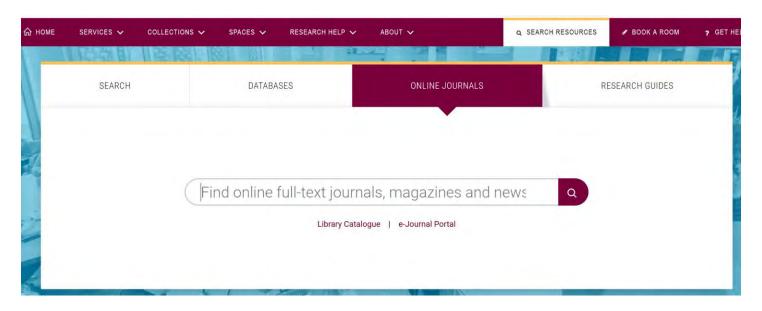
Journal Call Number: HN 51, J76 1/2 (1945/1946) Your Name: John J.H. Lee Your Email Address: leej119@mcmaster.ca

Option 4: Online Journals

- (1) When (somehow) **Discovery**, **Catalogue**, **ATLA**, **Other Databases** all fail—which I think would be rare—to get you the article you are looking for, you may want to directly access the academic journal. Let's find the following article: Pike, Kenneth L. "Beyond the Sentence." *College Composition and Communication* 15 (1964) 129–35.
- (2) Go to the MMULS: https://library.mcmaster.ca/
- (3) Click the **ONLINE JOURNALS** tab.



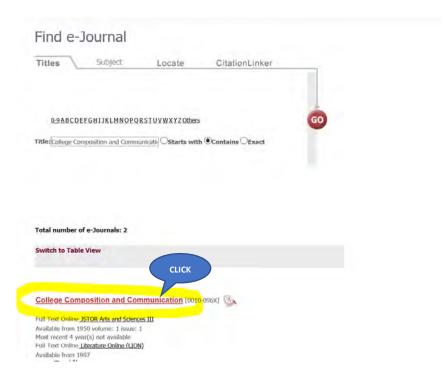
(4) You will see the following.



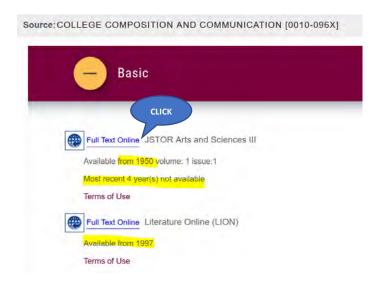
(5) Now, do you remember the title of the journal? It is *College Composition and Communication*. Let's see if this journal is available online. So, type it in the search pane.



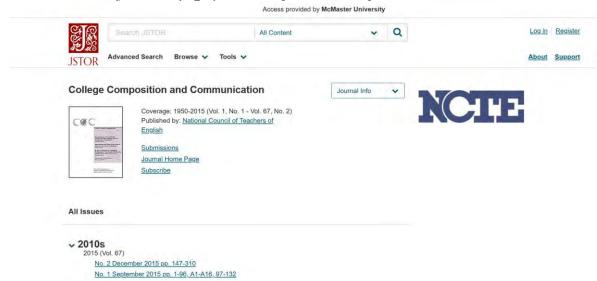
(6) It is available! Click on the title of the journal.



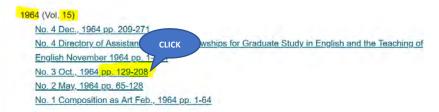
(7) Since our article was published in 1964, we need to choose JSTOR Arts and Sciences III.



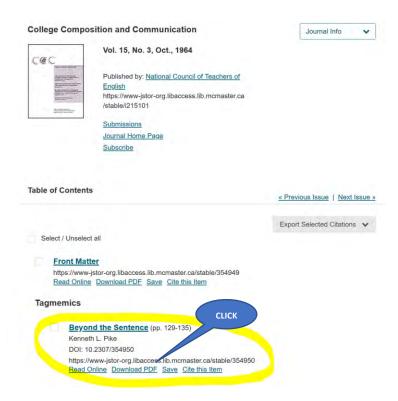
(8) You are now in the journal's page provided by the scholarly database JSTOR.



(9) Remember the article's information? It was published in **1964**, and the volume of the journal was **15**. The pages were **129–35**. So, scroll down the screen until you get to the right place. Click on the issue you're looking for.

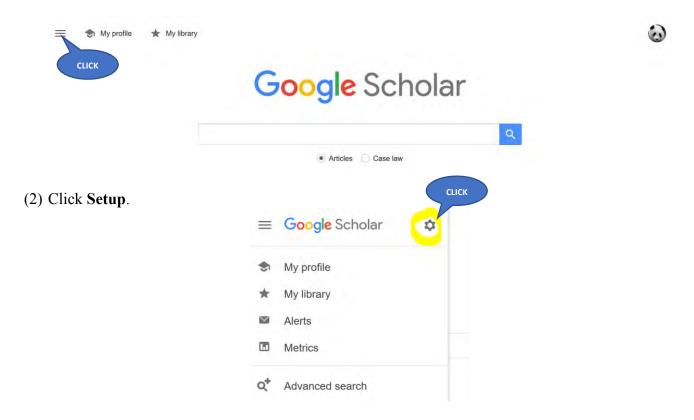


(10) You have found the article!

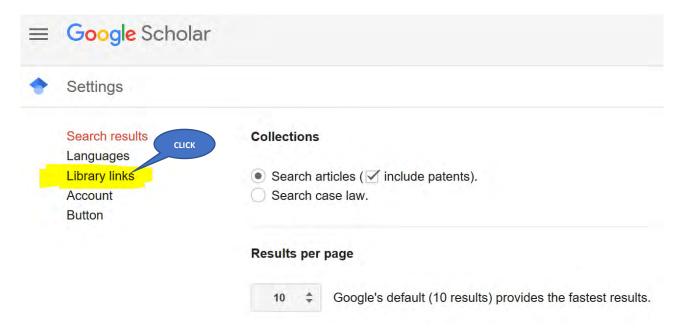


Option 5: Google Scholar

(1) **Google Scholar** is an excellent tool for article searching. You can configure it in such a way that it is connected to the MMULS. Go to https://scholar.google.com. Click on the upper-left corner.



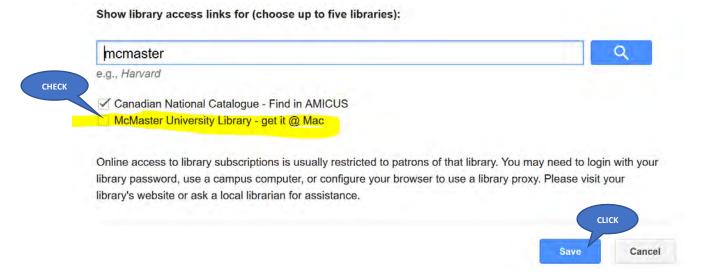
(3) Select Library Links.



(4) Type "mcmaster."



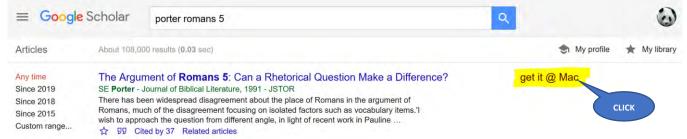
(5) Check McMaster University Library – get it @ Mac. And click Save.



- (6) Your search results in **Google Scholar** will now have **find it** @ **Mac** and/or **get it** @ **Mac** links that you can click to get to the full text in the library's electronic collection.
- (7) So, let's try to find Porter's 1991 JBL article through **Google Scholar**: Porter, Stanley E. "The Argument of Romans 5: Can a Rhetorical Question Make a Difference?" *Journal of Biblical Literature* 110 (1991) 655–77. Go to https://scholar.google.com. Type "porter romans 5."

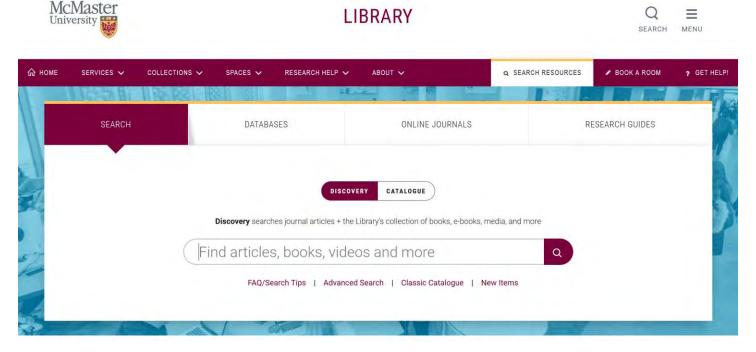


(8) You have successfully found it. Click **get it** @ **Mac**, and you can view/download the article.



Option 1: Discovery

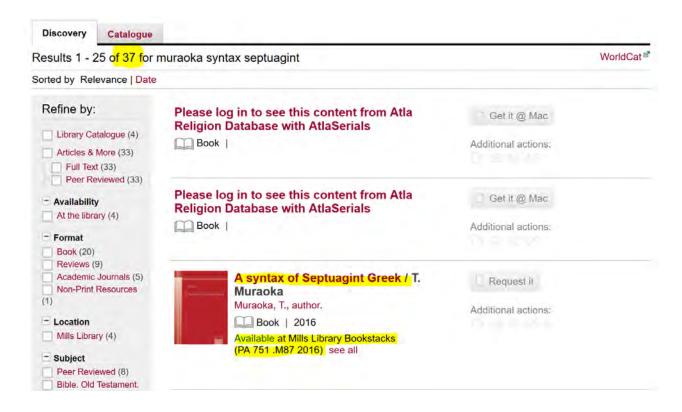
- (1) Let's try to find Muraoka's book: Muraoka, Takamitsu. *A Syntax of Septuagint Greek*. Leuven: Peeters, 2016.
- (2) Go to the McMaster University Libraries System (MMULS): https://library.mcmaster.ca/



- (3) You have two options: DISCOVERY CATALOGUE
- (4) Choose Discovery will search beyond the MMULS catalogue. It is very powerful and is a good place where you want to start your book search.
- (5) Type "muraoka syntax Septuagint." And click Search.

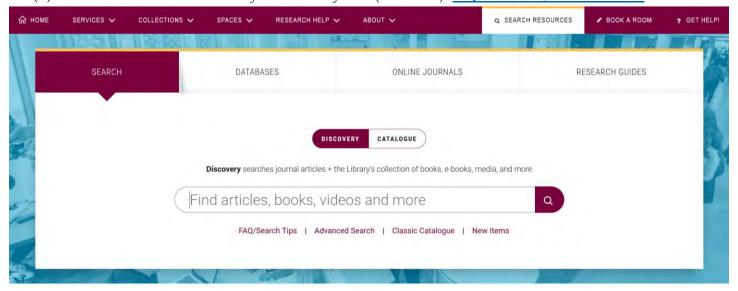


(6) **Discovery** has found 37 items related to "**muraoka syntax septuagint**." As you can see below, this book is available at Mills. Its call number is **PA 751 .M87 2016**.



Option 2: Catalogue

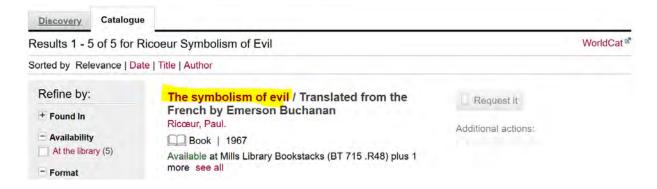
- (1) Let's try to use MMULS Catalogue system. We will look for this book: Ricoeur, Paul. *The Symbolism of Evil*, translated by Emerson Buchanan. Religious Perspectives. New York: Harper & Row, 1967.
- (2) Go to the McMaster University Libraries System (MMULS): https://library.mcmaster.ca/



(3) Select Catalogue. Type "ricoeur symbolism of evil," and click Search.



(4) You have found the book! Its call number is BT 715.R48.



What if the MMULS does not have the book you are looking for?

- (1) Let's try this book: Stevens, Anne H. *Literary Theory and Criticism: An Introduction*. Peterborough, ON: broadview, 2015. Try both **Discovery** and **Catalogue**.
- (2) Neither **Discovery** nor **Catalogue** has found this book. At this point, you want to place an ILL (Inter-Library Loan) request. There are two ways of doing this.

(3) **Option 1**:

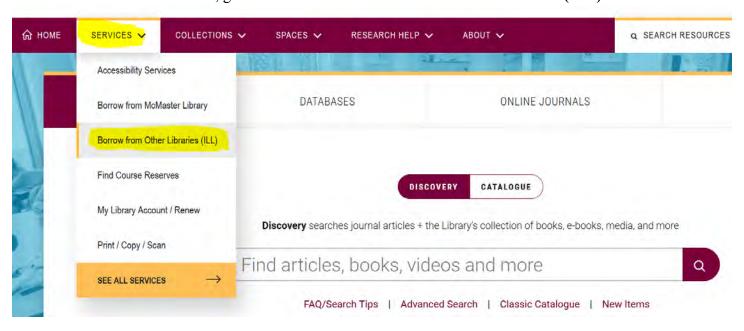
Go to **RACER Forms** at https://racerforms-scholarsportal-info.libaccess.lib.mcmaster.ca/ (Remember that you need to provide login information if you are off-campus) Go to McMaster and click Book Request.



(4) Provide all the required information. Then, click **Submit** at the bottom of the page.

Request a book	
If this is your first time using RACER, please	
Fill in as much additional information as po	ssible.
* Required field	
Item Type:	Book Item
Please choose:	Borrow
	○ Scan/Copy
Title of Book: *	
Author(s)/Editor(s) (Not required for photocopy items):	
Sponsoring Body:	
Publication Date: *	
Part Details	
	If you only require a copy of part of this item then please enter details here.
Author of Chapter/Article/Paper:	
Title of Chapter/Article/Paper:	
Pages (e.g. 2-16):	
	_
	·

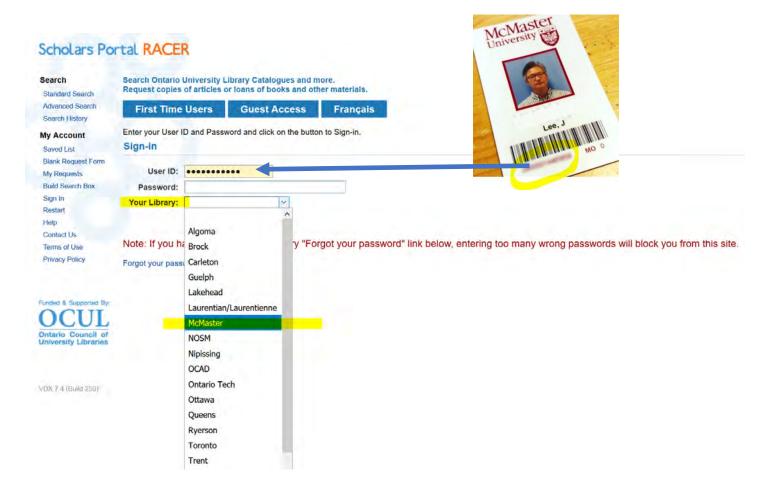
(5) **Option 2**: At the MMULS website, go to **SERVICES** > **Borrow from Other Libraries (ILL).**



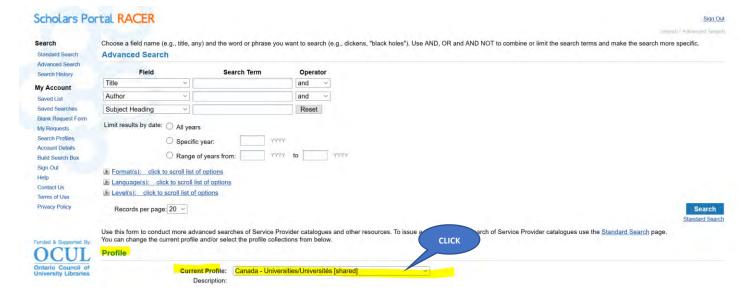
(6) Click RACER.

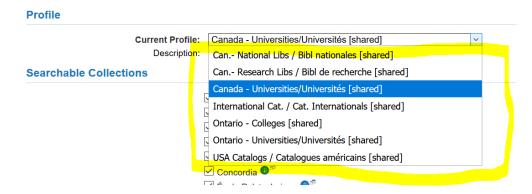


(7) You are now in the RACER search page. The **User ID** is your 14-digit number on your ID card. You also need to choose **McMaster** in the **Your Library** combo box.

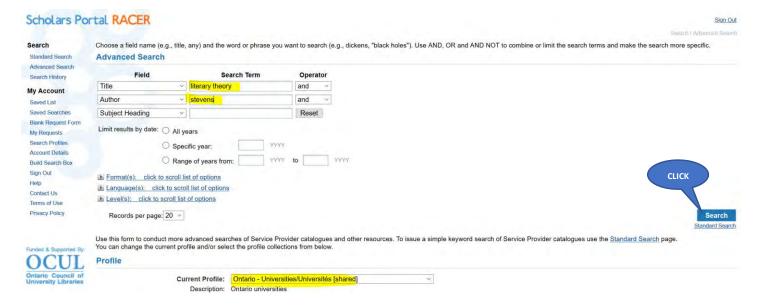


(8) You are now logged in. You can choose a search profile. Click the combo box to see the list of search profiles.

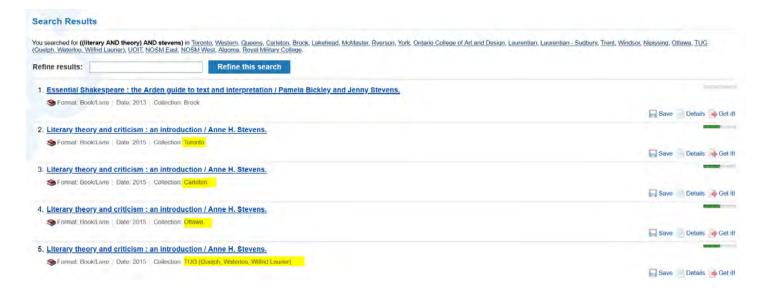




(10) With Ontario – Universities/Universites [shared] selected as your search profile, type "literary theory" for Title and "stevens" for Author. Then click Search.



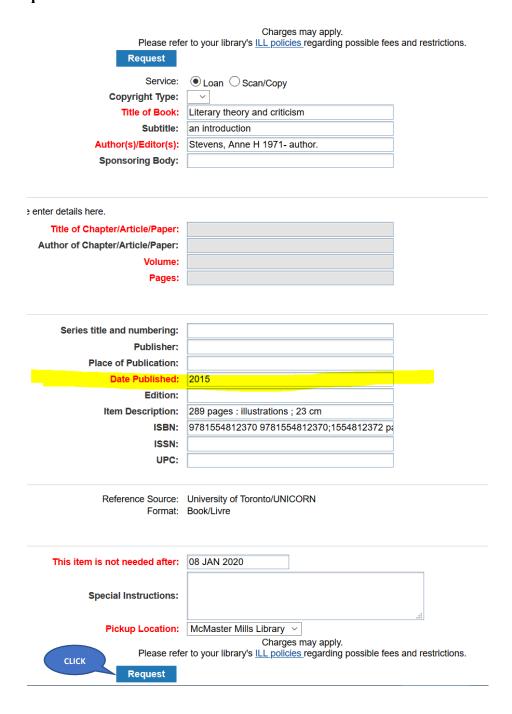
(11) The results are as follows. You may want to choose the geographically closest one to MDC.



(12) You want to get it from the University of Toronto. Click Get itl.



(13) You are almost there. The only additional information to provide is **Date Published**. So, type "2015," and click **Request**.



(14) It's done. You can see your request receipt. It will arrive in a week or two, give or take.

