1. Tour of the EPCC Libraries Web Page  
**www.epcc.edu/Library**

1.1. Remote Access  
- **Username**  
  ________________ (same as your EPCC email)
- **Password**  
  ________________ (same as your EPCC email)

1.2. EPCC Online Catalog  
To search all EPCC libraries print and electronic book collections, including reference materials.

1.3. Online Databases

| 1.3.1. Gale Literary Resources | Research authors and their works, literary movements and genres. Search across several major literature databases to find full text of literary works, journal articles, literature criticism, reviews, biographical information and overviews. |  
|---------------------------------|-------------------------------------------------------------------------------------------------|---|
| 1.3.2. Chadwyck-Healey Poetry Collection | Authoritative full-text databases offering uniquely comprehensive coverage of poetry, drama and prose in English. |  
| 1.3.3. Literary Reference Center | A literary database that includes author biographies and interviews, plot summaries and work overviews, criticism, literary journals, book reviews, and full text for selected poems, short stories, and classic books. Also includes a citation tool and literary glossary. Includes Masterplots and Masterplots II as well as the Bloom Series on Literary Criticism. |  
| 1.3.4. Literature Criticism Online | Cross-search these Gale literature archive resources which look and feel like the print originals. These include Classical & Medieval Literature Criticism, Contemporary Literary Criticism, Dictionary of Literary Biography, Drama Criticism, Literature Criticism from 1400 to 1800, 19th Century Literature Criticism, Poetry Criticism, Shakespearean Criticism, Short Story Criticism, Something about the Author, and 20th Century Literary Criticism. |  
| 1.3.5. Salem Press Literature | Provides searchable full text for EPCC owned literature books from Salem Press. |  
| 1.3.6. EBSCO Databases | Search all EBSCO databases at one time. Academic Search Complete is the world's most valuable and comprehensive scholarly, multi-disciplinary full-text database, with more than 8,500 full-text periodicals, including more than 7,300 peer-reviewed journals. In addition to full text, this database offers indexing and abstracts for more than 12,500 journals and a total of more than 13,200 publications including monographs, reports, conference proceedings, etc. The database features PDF content going back as far as 1887, with the majority of full text titles in native (searchable) PDF format. Searchable cited references are provided for more than 1,400 journals. |  
| 1.3.7. ProQuest Databases | Access to ProQuest Historical Newspapers (New York Times), Nursing and Science Journal databases. |
### 2. Boolean Operators / Truncation

<table>
<thead>
<tr>
<th>Operator</th>
<th>Description</th>
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| **AND** | • Using AND narrows your search.  
• It retrieves documents that contain **both** of the search terms or keywords that you specify.  
• The more terms you connect with AND, the **fewer** search results you will find. |
| **OR** | • Using OR broadens your search, **gives you more**.  
• It retrieves documents that contain **either** of the search terms or keywords that you specify, but not necessarily both.  
• The **more** terms you connect with OR, the more search results you will find.  
• Use it to search for similar terms. |
| **NOT** | • Using NOT narrows your search.  
• It retrieves documents that **do not contain** a search term in your search.  
• Use NOT to exclude a term from your search and to find **fewer** results. |
| **( )** | • (Parentheses) allow you to combine any of the Boolean operators together in combination.  
• Use NOT and OR together to **limit** your search.  
• Use AND and OR together to **expand** your search.  
• Using ( ) allows you to combine two possible searches into one, and it saves you time. |
| **" "** | • Using quotation marks narrows your search.  
• It requires words to be searched as a **phrase** in the **exact order** that you type them within the quotation marks.  
• Helpful for searching multiple-word terms, places, or a person’s name. |
| *** ** | • Adding a symbol at the beginning or end of a word stem in a keyword search will retrieve all possible variants containing the root.  
• Truncation is particularly useful in retrieving both the **singular** and the **plural** forms of a word in the same search. |

### 3. Online Citation Tools for your Research Process

3.1. **Purdue OWL (Online Writing Lab)**  
[https://owl.english.purdue.edu/owl](https://owl.english.purdue.edu/owl)

3.2. **Noodle Tools** (*must register within EPCC network the first time*)  
- Username [create your own]  
- Password [create your own]
  3.2.1. Citation and Source evaluation  
  3.2.2. Note-taking and Outlining  
  3.2.3. Document annotation and Archiving  
  3.2.4. Online collaboration and Peer review  
  3.2.5. Manual copy+paste or export of citations from online databases

3.3. **Son of Citation**  
[www.citationmachine.net](http://www.citationmachine.net)

3.4. **EasyBib Online**  
[www.easybib.com](http://www.easybib.com)

### 4. Using Google  
[www.google.com](http://www.google.com)

4.1. **Google Scholar**
4.2. **Google (site:gov site:edu site:org)**

### 5. Academic honesty and avoiding plagiarism  
5.1. **Grammarly**  
[www.grammarly.com](http://www.grammarly.com)