

Name \_\_\_\_\_

Professor \_\_\_\_\_

Gordon 929 # \_\_\_\_\_

Class Date \_\_\_\_/\_\_\_\_/\_\_\_\_ & Class Time \_\_\_\_\_

### A. Example of Online Catalog Record

Get that interview!  
the indispensable guide for college grads /

Main Author: Moock, R. Theodore.  
Format: Book  
Language: English  
Published: Hauppauge, N.Y. : Barron's, c. 1996.  
Subject(s): Job hunting,  
Resumes (Employment)  
College graduates>Employment,

Tags: No Tags, Be the first to tag  
this record.

Holdings	Description	Comments	Reviews	Technical Display
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General Collection – Second Floor Stacks  
Call Number: HF 5382.7 .M636 1996  
c.1 ● Not Checked Out

**Instructions:** Using the information from the online catalog record above, answer the following questions (7 points each).

1. List one subject heading for this book. \_\_\_\_\_
2. What is the Copyright Date? \_\_\_\_\_
3. What is the publishing place? \_\_\_\_\_
4. Who is the author? \_\_\_\_\_
5. What is the **full** call number? \_\_\_\_\_

06-03-2014

### B. Database citations (2 points for each of the eleven parts of the citation.)

 The instructions are below the box.

This article was found on May 7, 2014 in the database, Academic Search Complete.

Removal of mercury from water by multi-walled carbon nanotubes.

By: Tawabini, B.; Al-Khalidi, S.; Atieh, M.; Khaled, M. Water Science & Technology. 2014. Vol. 61 Issue 3. p591-598.

8p. 3 Black and White Photographs, 2 Charts, 6 Graphs. DOI: 10.2166/wst.2010.897.

**Instructions:** Use the numbered items listed below to **number** the eleven parts of the database citation.

1. Page(s)
2. Information not used in a citation
3. Article title
4. Article Date
5. Authors
6. Volume
7. Magazine or Journal Title in which the article is found
8. Issue
9. Name of database in which the article was found
10. Date article found in the database.
11. DOI

### C. Instructions: Use Hightower Library's online catalog, GIL (<http://gilfind.gordonstate.edu>), to answer the following questions.

1. Use the **GIL-Find** search screen and set to an **Author** search. Look for a book by Cynthia Fox (Remember to reverse the author's name and to choose the correct author). Write down the whole call number.(7 points) \_\_\_\_\_
2. Use the **GIL-Find** search screen and set to a **Title** search. Find the book, Three Fates. (Enclose the title in quotation marks.) Write down the whole call number. (7 points) \_\_\_\_\_
3. Use the **GIL-Find** search screen and look for a biography on Sarah Brady (Remember to use biography and the full correct spelling of the individual's name). Write down the whole call number. (8 points) \_\_\_\_\_
4. Name the three items you need to know in order to find out your GALILEO password to use the databases off campus. (7 points each)

A.) \_\_\_\_\_ B.) \_\_\_\_\_ C.) \_\_\_\_\_