

## Ask a Librarian

<http://umb.libanswers.com>

### How to Find Articles

#### On a Topic

- From Healey Library Homepage: <http://www.umb.edu/library>, select **Databases & Indexes**.
- Start with *Academic Search Complete*, *JSTOR* or *ProQuest Central* or select a database by title, material type, or subject area.
- If you are off campus, you will be prompted to enter your last name and **barcode**.
- Enter your search terms into the box.
- Select your desired search options to limit your results e.g. **Full-text**, **Peer-Reviewed**, etc.

#### A Specific Article

- Use the citation information to find the **title of the journal**.
- From Healey Library Homepage: <http://www.umb.edu/library> select *E-Resources*, then *Ejournals*.
- Search for the **journal title (not the article title)**.
- If Healey subscribes to the journal online, you will see links to the subscription through a database or publisher.
- Be sure to check it covers the date you need.
- Click the link to the ejournal subscription then search for the article title.
- If the journal is not available online or there is a Full Text Delay (embargo), you may request it through Interlibrary Loan.

#### InterLibrary Loan for Articles

- From the Healey Library Homepage, select **InterLibrary Loan**.
- Logon with your last name (**lower case**) and barcode
- Select the option under **New Request** for “Copy”. Copy requests must contain the full title of journal, year of publication, page numbers and article title.
- You will receive an email when the article is available.
- If you have any questions, please see our guide at <http://umb.libguides.com/ill> and check under the “Requesting Items” tab drop down menu for “copies.”

If you have any questions about finding articles or conducting research, please contact **Ask a Librarian**: Email [library.reference@umb.edu](mailto:library.reference@umb.edu),  
Phone 617.287.5940 or Text 617.826.9978

# How to Find Books

## Library Catalog

- The **Library Catalog** is located on the Healey Library Homepage: <http://www.umb.edu/library>, and contains information for all the books, electronic and print, available at the library.
- To find books on a topic, search by keyword or subject.
- To find a specific book, use the drop down fields or advanced page to search catalog by title or author.
- If the book is electronic, scroll down to **Links: Available online via ...**
- If the book is located in the library, scroll down to the **Holdings Information** to find the **Call Number**. The call number is like an address for the book.
- Write down the call number and use it to find a book on the shelf. Most books are in the **Main Stacks**. Use the guide below to find the location.

Call Numbers A - NC	8th floor
Call Numbers ND - Z	9th floor

## Ebooks

- The **Library Catalog** is the best place to search for ebooks. It contains all the e-books the library owns. You can search by title, author, subject or keyword.
  - From the Healey Library Homepage, select **Catalog**
  - Underneath the main search box, there is an option to **Filter your results**
  - Select **eBooks** from the drop down menu
  - Search for your topic
- If you are off campus, when you click on the link to an ebook you will be prompted to enter your last name and **barcode**.
- **Ebrary** is the library's largest ebook collection; you can find books on many subjects by searching ebrary. The link to ebrary is located on the **Databases & Indexes** page.

## WorldCat at UMass Boston

- WorldCat is a catalog of libraries from around the world. It allows you to search the UMass Boston Library, Boston area libraries and libraries worldwide!
- WorldCat also provides links to InterLibrary Loan for material not available at UMass Boston.
- **NOTE:** ebooks cannot be borrowed from other libraries.

If you have any questions about finding articles or conducting research, please contact **Ask a Librarian:** Email [library.reference@umb.edu](mailto:library.reference@umb.edu),  
Phone 617.287.5940 or Text 617.826.9978