



ENGINEERING AND COMPUTER SCIENCE FACULTY GUIDE July 2009

YOUR SUBJECT LIBRARIANS

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As your subject librarians, our principal mission is to provide support for the teaching activities and the research endeavors of the Faculty of Engineering and Computer Science. We value collaboration with faculty members and encourage communication about library resources and services. We welcome recommendations for purchasing books and developing library collections. We offer assistance to graduate and undergraduate students in undertaking research and literature reviews. You can help us accomplish our mission by sharing your views and concerns. Don't hesitate to contact us whenever you have questions about library collections and services.

This guide is intended to highlight our services to faculty. Our collections supporting Concordia's Engineering and Computer Science programs are extensive, and many resources are available online. The Concordia Libraries website (<http://library.concordia.ca>) is designed to facilitate 24 hour self-service access to online resources. We hope the guide will provide information that will help you to utilize our services more efficiently.


The guide is divided into three sections

1. Library Information for Research
2. Library Information for Teaching
3. Quick Tour of the Library Website

LIBRARY INFORMATION FOR RESEARCH

The library provides online access to most of the major databases and journals that support the programs offered in the Faculty. The Concordia Libraries' website (<http://library.concordia.ca>) is the best starting point for exploring these resources.

Having a valid library **PIN** is essential if you wish to consult online journals and databases off-campus.

The links to full-text journal articles found in various databases and search engines sometimes do not work seamlessly. Constant updating is needed to maintain correct links for the  button. In the case of Google and Google Scholar, the links provided by publishers sometimes do not correspond to the links used for Concordia IP recognition.


When links to full-text articles do not provide access automatically

- Check **CLUES** under **Journal Title** for a valid link to online content
- Check **E-Journals** for a valid link to online content
- Contact the library reference service (X7700, 7766)
- Phone or e-mail your subject librarian


Articles from print journals and microform of journals held by Concordia Libraries can be scanned and sent to you as a PDF attachment via e-mail. Use an online form to request these articles.

Many databases such as Inspec and Compendex allow you to set up alerts that will send notices of new articles in specified areas via e-mail or RSS feed. Some full-text databases such as IEEE Xplore and ACM Digital Library have online Table of Contents features.

Most Concordia PhD theses are available as PDF files in the ProQuest Dissertations and Theses database. This database also provides access to theses from other North American universities.

Use Colombo,  Concordia's Inter-Library Loan module, to request books and articles that are not available at Concordia from other libraries. Colombo is a free service. It requires a login with barcode/PIN number. Searching for available copies in Colombo is optional since you can simply use the Create Request function as an online order form.

You can obtain a **CREPUQ card** from our Circulation Desk. With a CREPUQ card, you can visit other University libraries and borrow items directly from them.

 **RefWorks** is the bibliographic management tool available on the library website. You can set up a RefWorks account to manage your references and access this account from any computer that connects to the Internet.

LIBRARY INFORMATION FOR TEACHING

Consider placing suggested texts and readings on **Reserve** to insure more equitable access to a given item for all students. An online request form is available to place books and articles on Reserve.

For course assignments involving research, contact your subject librarian in advance for information and advice on available library resources.

Add a library presence to your Course Web Site on Moodle. Ask your librarian to help you

- Link to research databases or specific books and journals
- Link to your librarian's Subject Guide
- Add an Ask a Librarian widget
- Collaborate with you to provide reading lists or topical guides

Encourage students to develop research skills and to utilize the library collections in their fields of study. Let them know that the Library provides a full range of engineering and computer science publications.

Invite your librarian into the class to provide an overview of library resources tailored to your course requirements

Direct graduate students under your supervision to the subject librarian when they are unfamiliar with the resources that could benefit them. Graduate students can make an appointment with the subject librarian to discuss their research projects and seek guidance on how best to identify and locate research literature.

QUICK TOUR OF THE LIBRARY WEB SITE (<http://library.concordia.ca>)

CLUES

The Concordia Libraries catalogue has records for all the materials (books, e-books, journals, standards, theses, media) in both Concordia Libraries, with hyperlinks to electronic format if available.

Library PINs are created in **MyCLUES**.

Use **MyCLUES** to check and renew books signed out.

Place holds on books using the Request button 

Mark and Save items for export or e-mail.

View Course Reserves by Course or Instructor.

Databases

See the complete list of databases alphabetically by name or by subject. Major databases in Engineering and Computer Science include:

ACM Digital Library – full-text of all ACM journals and conferences

ASCE Research Library – search and retrieve ASCE publications

ASM Handbooks – full-text of ASM Handbooks

Compendex and Inspec – search the full range of engineering literature

GreenFile – search energy and environmental literature

IEEE Xplore – full-text of IEEE journals and conferences

Journal Citation Reports – find journal rankings and impact factors

ProQuest Dissertations – search and retrieve PhD and Master’s theses

SciFinder Scholar – search chemistry literature

Web of Science – search major sci/tech journals and find citation counts

E-Journals

Index of all online journals to which Concordia subscribes. Links to journal publishers.

Inter-Library Loans (Colombo)

Login to Colombo to request books and journal articles not available at Concordia.

MetaFind

Search across multiple databases.

Online Reference

Categorized links to internet tools and resources.

Research Guides by Subject

Subject guides created by librarians. Includes contact information for subject librarians.

Using the Library

Practical information about borrowing policies, library hours, media collections, study spaces, group study rooms, computers, reference services, and article delivery service.

What’s New

See announcements of new acquisitions and services. Subscribe to the library RSS feed.