### Search Hints for Classic Catalog and Databases (Inspec, Compendex and others)

- **Library Catalog** and Catalog Guide and Catalog Search Hints
- Database Search Commands Comparison Chart
- Ei Village’s **Inspec** and **Compendex** Search Hints (engineering, electrical engineering, optics, physics, computers)
- ProQuest Databases (**NTIS, Aerospace, Materials, ProQuest Dissertations, GeoRef, etc.**)
- Patents: Derwent Innovations Index; Patents Research Guide
- Standards
- Technical Reports
- **Examples of Searches.** Class Presentations (slides)
  - Introduction, Library Home Page, Services and Navigation
  - Library Catalog
  - Ei Village's Inspec and Compendex (engineering, physics, electrical engineering, optics, computers)
  - ProQuest Databases (**NTIS, Aerospace, Materials, ProQuest Dissertations, GeoRef, etc.**)
  - Web of Science's Science Citation Index (cited references); BIOSIS, Medline; Derwent Innovations Index (patents)
  - FirstSearch's WorldCat (library catalogs)
  - SciFinder Scholar's Chemical Abstracts
Library Home Page [https://www.library.gatech.edu/](https://www.library.gatech.edu/)

**Find, Borrow, Request**

Library Catalog, Databases, Course Reserves, Interlibrary Loan (ILLiad)
Library Home Page [https://www.library.gatech.edu/](https://www.library.gatech.edu/)

Research, Help, Support

Library Classes, Research Guides
Library Home Page: https://www.library.gatech.edu/

Spaces & Technology

Reserve a Room, Lockers, Computers & Printing, Gadgets, Multimedia Studio, Data Visualization
Georgia Tech Library Services

- **Course Reserves**
- **Interlibrary Loan**
- **Research Guides**
- **Databases**
- **Communications Center** (assistance)
- **Graduate Student Community**
- **Research Data Management; Data Management Plans; Scholarly Communication & Digital Curation**
- **GT Library Classes** and **Lynda** instruction
- **Data Visualization Lab**
- **Multimedia Studio**
- **Computing and Computers**
- **Print, Scan, Copy**
- **Gadgets (cameras, laptops, etc.)**
- **Lockers**
- **Reserve a Room**
Course Reserves

https://ereserves.library.gatech.edu/ares/

- Professors/Instructors can request that books (recommended readings for the class, textbooks, etc.) and other materials be placed on Course Reserves, to make them available to all students in their classes.
- Faculty can submit a purchase request for Course Reserves books.
- Two hour check-out, in the Library building.
### Electronic or Print Course Reserves

<table>
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<tr>
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<th>Section Number</th>
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Interlibrary Loan and ILLiad
https://illiad.library.gatech.edu/

• Interlibrary loan (ILLiad request form):
  ➢ Materials **not owned by** the Georgia Tech Library
  ➢ **Loans** of books, theses, and **photocopies** of journal articles, conference papers etc. **from other libraries**

• Use **ILLiad request forms** for all interlibrary loan article PDFs and book loans, and also for **PDFs of Georgia Tech Library owned print articles** and print **book chapters**

• ILLiad and interlibrary loan **FAQ** is at **https://library.gatech.edu/ ill-faq**

• Check the Georgia Tech Library **electronic Journals** list and Library **Catalog** for Georgia Tech Library electronic and print journal subscriptions
Interlibrary Loan
https://illiad.library.gatech.edu/

- The Library **subsidizes** interlibrary loan requests **up to $25.00 per item**. If there is a fee, you will be notified prior to the staff placing the final order; you must agree to pay the balance before we can proceed with the request.
- **Most** (but not all) interlibrary loan requests will be **free** to you.
- PDF copies are sent directly to the requester’s ILLiad account.
- For questions regarding your ILLiad requests contact
  - **Phone:** 404-367-0427 (or toll free 1-888-225-7804; ask to be transferred to Interlibrary Loan/ILLiad)
  - **Email:** customersupport@library.gatech.edu
• Fill out an **ILLiad** request form for **each** separate item (book loans and article PDFs)

• **Interlibrary loan** requests may take **1-3 weeks** turn around time (depends upon the lending library)

• Interlibrary Loan services are available to all current Georgia Tech students, faculty and staff
The first time you try to use the ILLiad system, you will be asked to fill out a one-time new user registration form.

Distance Learning students, faculty, and staff MUST choose Distance Ed as the Status and also the appropriate Distance Ed unit as Department for accurate delivery of materials.

When registering the first time with ILLiad, choose

- "Status" -- "Distance Ed" (distance education) and also
- "Department" -- "Distance (unit)"
Additional Notes

Put any information in the “Additional Notes” field that may help us find the item, as well as any other pertinent information.

Copy and paste complete bibliographic information from your Library database record into ILLiad fields. Include other relevant information in the “Additional Notes” field.

http://illiad.library.gatech.edu/
Distance Learning

"Research, Help, Support" (top row)
"Help for..." (right column)
“Distance Learners”

https://www.library.gatech.edu/distance-learners

Help for ... Distance Learners
ILLiad requests
• Material Delivery (books)
  ➢ Georgia Tech Online
  ➢ GT Lorraine
  ➢ Other Distance Learners
Borrowing from other libraries...
Current Georgia Tech students, faculty, and staff may borrow from the Emory’s Library Service Center collection by either visiting the LSC in person (make arrangements ahead of time) or placing a Request through the Library Catalog for delivery to the GT campus.

Current students, faculty, and staff may also use their Buzzcard to borrow from Emory’s Woodruff Library and any library in the University System of Georgia schools in person (check with lending library for their visitor hours and restrictions).

Several other Metro-Atlanta College libraries allow in person borrowing of their materials to GT students, faculty, and staff, you must use an InterLibrary Use card obtained at our Public Services. This card works at: Agnes Scott College, Atlanta University Center, Brenau University, Columbia Theological Seminary, Emory University (branch libraries), Mercer University (Atlanta Campus), Morehouse School of Medicine, Oglethorpe University, Savannah College of Art and Design-Atlanta. Check with their library for their visitor hours and restrictions.
<table>
<thead>
<tr>
<th>BY SUBJECT</th>
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<tr>
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<td>Architecture and Fine Arts</td>
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<td>Literature, Media and Communication (LMC)</td>
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<td>Maps and Geospatial Data</td>
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<td>Technical Reports</td>
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[http://libguides.gatech.edu]
“Research Guides”
are organized
By Subject, By Type, All Guides
http://libguides.gatech.edu/
Databases [http://libguides.gatech.edu/az.php](http://libguides.gatech.edu/az.php)

"Databases"
- By Subject
- By Database Types
- A-Z, Alphabetical
- Search for Databases by name

Find, Borrow, Request

Find Materials
- Library Catalog
- Articles
- Databases

Electrical and Computer Engin...

All Subjects

All Database Types

Search for Databases Go
Electrical and Computer Engineering Guide
http://libguides.gatech.edu/ece

Electrical and Computer Engineering: Home

ECE Databases, Hints, Services
For one-on-one in-depth and quick Library database search assistance (by email and/or in-person), and for customized group instruction which can be in your laboratory, conference room, or classroom, or in the Library's classroom:

Contact Bette Finn, ECE Subject Librarian, Georgia Tech Library
Phone: 404-894-1790. Email: bette.finn@library.gatech.edu

ECE Databases, Core & Related Databases (Alphabetical)

Core Databases
- Catalog - GT Catalog.
- Inspec - electrical and computer engineering, physics, etc. Check both database boxes - Compendex and Inspec.
- Compendex - major engineering journals/conferences. Check both database boxes - Compendex and Inspec.

Related Databases (Alphabetical)
- Dissertations and Theses
- Technical Reports
- Standards and Specifications
- Patents
- Interlibrary Loan (students and faculty/staff)
- Faculty/Staff Document Delivery, In-House & ILL
- Linking to Library resources. Proxy Bookmark, LinkMaker
- Services for ECE students
- Electronic Handbooks
- Databases
- Course Reserves
- Citation Style Guides and Writing
- Bibliographic Management Tools (and other tools, such as EndNote)
- Associations and Societies
Off-campus access
Begin at Library home page

- If you are **off-campus** (and cannot link to a library resource using VPN) you must **begin** at the **Library’s home page** at http://www.library.gatech.edu (**Catalog, Databases, ejournals, Research Guides**)

- Remote access to campus resources via **Virtual Private Network** (VPN). **In-depth** VPN. **Cisco AnyConnect**
OpenAthens Database Authentication

While accessing e-resources off-campus, you may notice an OpenAthens login screen. The OpenAthens screen will ask you to identify your home. Use the "Login via your institution: Other Institution Login" (box, right column of screen) then "Find your organization" or "Find your institution" to search for Georgia or Georgia Tech or Georgia Institute (Georgia Institute of Technology or Georgia Tech); the OpenAthens list may not be alphabetical. See example. From there, use the Georgia Tech login service and you will be given access to the resource.

If you see a different screen, you may need to look for sign in or login links, usually at the top; you might be asked to select your Federation, which is OpenAthens Federation or Open Athens Federation.

Learn about the Library's OpenAthens Authentication service at OpenAthens Frequently Asked Questions or OpenAthens FAQ. See examples.

Begin at the Library home page, choosing Databases, Journals (e-Journals), or the Library Catalog. A list of all databases is at http://libguides.gatech.edu/az.php (top row "Find, Borrow, Request" - "Find Materials" "Databases" then search by database name in the search box, or search the database name alphabetically or by subject). For one-on-one quick and in-depth database search assistance: contact Bette Finn at bette.finn@library.gatech.edu. If you have database access questions or problems, please contact ept@library.gatech.edu.
Research Data Management

Data Management Plans

Scholarly Communication and Digital Curation

• **Research Data Management**
  Data Management Plans
  Data Sharing & Archiving

• **Scholarly Communication and Digital Curation** services and contact information

• Access policies for data (public access policy, compliance for data)

• SMARTech repository

• Copyright and Fair Use
Primo “Everything” or “Articles” does not search all of our databases.

Some databases are right on target, whereas other very relevant databases have not been searched and relevant records will be missed.

Search the vendor database platforms separately such as combined Inspec/Compendex and Web of Science.
Library Instruction Classes and Events

https://www.library.gatech.edu/events

• **Patents**
• **InnovationQ** (patents)
• **EndNote** (bibliographic management tool)
• **Zotero** (free alternative to EndNote)
• RStudio
• Photoshop
• LaTex
• Illustrator & the Adobe Creative Suite
and more
Lynda [http://lynda.gatech.edu/](http://lynda.gatech.edu/)

Lynda teaches the latest software tools and skills through instructional videos taught by experts.

**Georgia Tech** provides unlimited access to lynda.com for all employees and students.

More Information Can Be Found Here:

Lynda Requirements
TLS 1.0 Ending

**WHAT DOES LYNDAL OFFER?**

You can sign in to lynda.com using the bottom of the section below!

Lynda is an online subscription library that teaches software tools and skills through instructional videos taught by experts. Georgia Tech is now providing unlimited access to lynda.com for all employees and students.

As an employee and/or student here, you have unlimited access to lynda.com, an online library of high-quality instructional videos on the latest software tools and skills.

With more than 1,100 courses taught by industry experts—and more added every week—lynda.com is designed for all levels of learners and is available whenever you’re ready to learn. You can even view it on your iPhone or iPad.

Some of the most popular courses here include:

- AutoCAD Essentials 2: Drawing Fundamentals
- Animation Tips and Tricks with Flash Professional
- Dreamweaver with PHP and MySQL

Check out the lynda.com latest releases and most viewed courses in 3D and animation, audio, business, design, developer, photography, video and web and interactive.

We also recommend you watch the *How to use lynda.com* video.

Access to your lynda.com account can only be done from this website. You will not be able to access lynda.com using your Georgia Tech account directly through the lynda.com website!
Communication Center (Clough Commons)

http://www.communicationcenter.gatech.edu

Communication Center trained professional and peer tutors help undergraduate and graduate students with:

- written projects
- multimodal projects
- graduate school applications
- lab reports
- senior design papers
- individual and group presentations
- poster designs
- grant proposals
- cover letters
- resumes and CVs and more...
Communication Center

http://www.communicationcenter.gatech.edu

- The Communication Center is located in Clough Commons room 447.
- From the Communication Center webpage:
  “For whatever you are working on, we help you find the most effective way to communicate your message by making sure you are thinking critically and carefully about audience, tone, and medium, among other criteria. All of our services are free and confidential.”
  “Please Contact Us: commlab@gatech.edu or 404-385-3612”
- Frequently Asked Questions
Graduate Student Community
6th floor Crosland Tower
BuzzCard-accessible space
https://www.library.gatech.edu/grad-community

• Quiet Study
• Breakout Rooms
• Technology
• Kitchen
• Lockers
Data Visualization Lab
3rd floor, Crosland Tower
https://www.library.gatech.edu/vizlab

• The Data Visualization Lab offers a wide range of visualization software, tutorials and guides, and research assistants who are available to help.
• Reserve a workstation
• Class schedule, data visualization
• Software Available:
  Tableau, ArcGIS, SAS, RStudio, QGIS, Google Earth, Python, Jupyter NoteBook, Adobe Photoshop, Irfanview, VLC, ANSYS V19.1
Crosland Tower
Print, Copy, Scan
https://www.library.gatech.edu/computing

- Can **scan** documents **then** print for free if under weekly allocation (photocopies are not free)
- Black and white and color **printing** is available throughout the Library. All printers use your **BuzzCard**. See **Student Printing** for more info.
- **Copiers** are located in the **Library Store**, Grove/Ground Level. Black & White: $.08/copy, Color: $.19 or $.49/copy. Payment is made with **BuzzCard**. Copying is **not free**.
- **Large format** and map scanning is available in **Multimedia Studio** Crosland Tower 4th floor.
- **OIT** general use computers and multimedia labs
Student Printing
http://print.gatech.edu/student-printing

Black-and-white and color printing is available in many locations on campus, as seen [here](http://print.gatech.edu/student-printing). Printing in these areas is associated with the Buzzcard system. You’ll need your Buzzcard when releasing print jobs.

Print jobs can also be submitted several ways including from user’s personal computer by downloading the OIT Laptop Print Package available on the [OIT Software Distribution](http://print.gatech.edu/student-printing) website. Jobs sent for printing in the computer clusters still need to be released and will be held in the queue for 90 minutes after the print request is submitted.

Every student is allocated $2.20 each week (12:01 AM Friday mornings) on the Buzzcard for printing at any Pharos Station on campus. Students can also add funds to their Buzzcard to purchase additional prints after the weekly allocation is spent.

- Black & White (with or without finishing) = $.04/page
- Color = $.19/page
OIT Central PS, Printing
http://print.gatech.edu/central-ps

- **Central printing** services or central-ps is printed at a central location and **delivered to the Student Center** Computer Cluster (2nd floor near the Music Listening Room).

- Central-PS Delivery: **Free of Charge** (1200 page quota per semester)

- For questions contact printsupport@oit.gatech.edu

- Current **delivery times** for central-ps

- Jobs can also be submitted from your personally owned computer by downloading the central-ps drivers from http://central-ps.gatech.edu

- OIT Desktop and Mobile Printing https://oit.gatech.edu/services/end-point-computing/desktop-and-mobile-printing
Multimedia Studio
https://www.library.gatech.edu/multimedia-studio

• Multimedia Services. The Multimedia Studio will temporarily be located on the 4th floor of Crosland until it moves to its permanent home in Price Gilbert in 2020.

• The Multimedia Studio is an open computer lab providing access to multimedia software from the Adobe Creative Suite to Final Cut Pro and Pro Tools.

• The lab is staffed by student experts and also provides services and support for large format printing.

• Library classes are offered on various multimedia software and comprehensive online training videos are offered by Lynda.
Computers and Computing
https://www.library.gatech.edu/computing

• **High Performance Computing**
  *Crosland* Tower, *3rd floor*, 16 Dells

• **General Computing**
  *Crosland* Tower, *4th floor*, 16 Dells

• **Software** available for each computing location:
  [https://www.library.gatech.edu/computing](https://www.library.gatech.edu/computing)

• **Clough Commons Cluster**
  *Clough* 3rd floor, 24 Dells
OIT – Georgia Tech Information Technology

https://oit.gatech.edu/

- **Virtual Private Network** (VPN)
- **Access my information remotely via VPN**
- **OIT Download software**
- **OIT Technology Support Center**
  [http://tsc.oit.gatech.edu](http://tsc.oit.gatech.edu)
- **Submit Request for OIT Help**
- **Passport** offers tools for GT Account such as email aliasing
Gadgets

https://www.library.gatech.edu/gadgets

• All items are available for checkout at the Library Store (Ground floor, Grove Level) and/or the gadget checkout desk on the 3rd floor of Crosland.

• Gadgets include cameras, accessories, camcorders, laptops, Macbook Airs, Dell Ultrabooks, iPads, Kindles, audio and other devices

• Loan periods vary from 4 hours to 2 days, depending on the item. High-demand items, like camcorders and cameras, may be subject to wait lists.

• Online request

• Gadgets are purchased with Tech Fee funding. Students have priority for requests.
Other

- **Archives & Special Collections. Reading Room, 1st floor, Crosland Tower**
  https://www.library.gatech.edu/archives

- **Science Fiction Lounge, 1st floor Croslan Tower**
  https://www.library.gatech.edu/scifi-lounge

- **Innovation & Ideation Studio, 2nd floor, Crosland Tower**
  https://www.library.gatech.edu/innovation-ideation

- **eBooks via OverDrive. Other e-books.**

- **Film**
Research Guides

- **EndNote** bibliographic and citation manager used to manage references
- Citation Styles, Tutorials, and Tools
- The Research Process
- Research/Writing/Citing Sources – writing and grammar
- Database publishers offer tutorials and search hints - “Help” “Search tips” etc.
Reserve a Room
Clough and Crosland
https://www.library.gatech.edu/spaces

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Lockers

https://www.library.gatech.edu/lockers

It’s no secret students need storage for their personal items and electronic gadgets, and chargeable lockers represent the Library’s commitment to providing amenities to make life easier for Tech students. These locker services are free and will be available on a first-come, first-served basis.

Short term lockers are located on the 2nd and 3rd floors, with a four hour check out period. These lockers are self-service, with students able to set their own passcodes.

Long term lockers are located on the 4th and 6th floors. These lockers have a semester long checkout period. Please fill out the Locker Request form below.

Lockers for the Graduate Student Community will be ready in the near future. Please check this page for updates.
retroTECH

3rd floor, Crosland Tower

https://www.library.gatech.edu/retrotech

- retroTECH invites the Georgia Tech campus community to create the future by exploring and preserving our technological pasts.
- **Vintage technologies**, from slide rules to Sega Genesis, as well as emulations of retro platforms on modern devices.
Clough Commons Services
https://library.gatech.edu/clough

- **Tutoring**  [https://www.success.gatech.edu/tutoring](https://www.success.gatech.edu/tutoring)
- **Advising**  [http://advising.gatech.edu](http://advising.gatech.edu)
- **Center for Academic Enrichment**  [https://enrichment.gatech.edu/](https://enrichment.gatech.edu/)
- **Center for Academic Success**  [http://www.successprograms.gatech.edu/](http://www.successprograms.gatech.edu/)
- **Center for Serve-Learn-Sustain**  [http://serve-learn-sustain.gatech.edu/](http://serve-learn-sustain.gatech.edu/)
- **Center for Teaching and Learning**  [http://www.ctl.gatech.edu/](http://www.ctl.gatech.edu/)
Search Hints

http://www.prism.gatech.edu/~bw21/chart.htm
http://www.prism.gatech.edu/~bw21/Comparison_Chart_EBSCO.pdf

• Native databases provide records of publications not available in Primo “Everything”/”Articles” searches

• Native databases such as Engineering Village Compendex/Inspec, ProQuest databases (NTIS, Aerospace, etc.), and Web of Science databases provide powerful search software:
  ➢ Complex searches using nested **Boolean** operators (**AND** **OR** **NOT**)
  ➢ **Combine multiple search statements** (Search history, Recent searches). Recombine using statement numbers and keywords
  ➢ **Proximity operators**, such as **NEAR/#** (within # words, in any order) or **quotes** (“exact phrase”)
  ➢ **Truncation** (often * asterisk), wildcards
  ➢ **Limit to Title** and/or **Subject** headings fields, Author field, etc.
  ➢ **Avoid searching full text** fields (ProQuest – use “NOFT”)
  ➢ **Combine multiple databases** together into one search

• Most databases have tutorials, often vendor supplied. Look for “Help” or “Support” or “?” or “Search Tips”
Assistance searching the Library’s Databases

- For **ECE and GTRI and PMASE** one-on-one **in-depth and quick** database search assistance and group instruction, please contact **Bette Finn** (bette.finn@library.gatech.edu)

- For other schools, contact your **Subject Librarian** for assistance searching any of the Library’s **databases**. Every GT school has a Subject Librarian

- For circulation questions (check-out books, Recalls, etc.) – contact an associate in the Public Services area (Crosland Tower, Grove Level Ground Floor, Library Store) or phone 404-894-4530

- **All Research guides**
- **All Databases**