# Welcome Medical Assistant Students!

- Orientation to the Library
- Research Demonstration
- Library Card Application
  - You need a card to access databases from home
- Network Account
  - You need this to use Cabrillo computers or Wi-Fi on campus

Inter-Library Loan and UCSC borrowing privileges

Pam Sanborn and Lori Chavez with Eve Hinkley September 25, 2012



# **Library Home Page**



🕴 Campus Life 🛛 🕸 Learning Resources 🛛 🕸 Student Services 👘 Directories

### ROBERT E. SWENSON LIBRARY

#### Find

- Books, Videos, and more
- D Textbooks/Reserves
- Articles and Databases
- Research Guides by Subject

#### Computers

- Information
- D Get Your Computer Network Account
- Printing

#### ibrary Instruction

- D Library 10
- D Library 100
- Course-Related Instruction



Textbooks/Reserves Info

**Computer Network Account** 

Textbooks/ReservesSearch

#### LIBRARY ANNOUNCEMENTS & DEADLINES

- GET YOUR NETWORK ACCOUNT HERE
- New Library Website URL http://www.cabrillo.edu/services/library/
- Quiet Study Rooms Located Upstairs in the Library.

http://www.cabrillo.edu/services/library/

Click on **LIBRARY** icon at the bottom of any Cabrillo College page



# Find this lesson on the internet Library Homepage

http://www.cabrillo.edu/services/library/

# Instruction > Course-Related Instruction > Medical Assisting MA then:



- Bookmark this page.
- Open Word document for taking notes and gathering resources.
- •Type your name and save to Desktop.
- •**Open PowerPoint** if you want to copy images.
- Email articles, documents, PowerPoint to yourself.

### **Evaluation of Sources**

# Content

# Credibility

# Timeliness

- Relevant to topic
- Focused information
- College level
- University Press books
- Peer-Reviewed Journal article
- Suggested readings at end of textbook chapters
- Scholarly web sites from domains .edu .gov .org
- Should be recently published in health/medicine
- 2008+



#### ROBERT E. SWENSON LIBRARY

Books, Videos, and more
 Textbooks/Reserves

Articles and Databases

Lists of Library Materials

Other Library Instruction

D Apply for a Library Card

Library Instruction

D Library 10

Using the Library

Web Resources by Subject

Find

### **Citation & Style Guides**

(See also Internet & Library Instruction )

#### APA Style

- APA Style Guide-- Handout from the Cabrillo College Library
- APA Formatting & Style Guide --Guide to writing research papers and bibliographies, from Purdue Univ.
- APA Frequently Asked Questions-- FAQs to help clarify frequent areas of confusion



- APA List of References-- From Research & Documentation Online
- EasyBib-- EasyBib's Visual Guide to Citations

#### MLA Style

- EasyBib-- EasyBib's Visual Guide to Citations
- MLA Style Guide -- Citation format handout from the Cabrillo College Library (.pdf file)
- MLA List of Works Cited -- From Research & Documentation Online
- MLA Formatting & Style Guide -- Guide to writing research papers and bibliographies, from Purdue Univ.

#### Scientific Style and Format (CSE)

- CSE Citation Guide -- From Ohio State University
- CSE Reference List -- From Research & Documentation Online

#### Other and Multiple Styles

Remember: <u>C</u>ite Your Sources! Even images

Use **APA** Style <u>C</u>itations. Many sources provide citations, but YOU must be responsible for uniformity.

### LibGuides: Medical Assistant & MA 70

### ROBERT E. SWENSON LIBRARY

#### Find

- D Books, Videos, and more
- D Textbooks/Reserves
- P Articles and Databases
- P Research Guides by Subject



Library Homepage Find > Research Guides by Subject

M Mathematics

by Aloha Sargent - Last Updated Jul 10, 2012

#### Medical Assistant by Stephanie Staley - Last Updated Aug 27, 2012

### Medical Assistant MA 70 by Eve Hinkley - Last Updated Sep 19, 2012 Body Systems

Medicine and Health by Stephanie Staley - Last Updated Sep 7, 2012

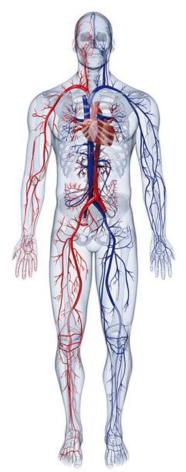
- Browse All Guides
- Click "M"
- Choose the LibGuide



- Articles & Databases
- Background information & encyclopedias
- CREDO Database
- Search:

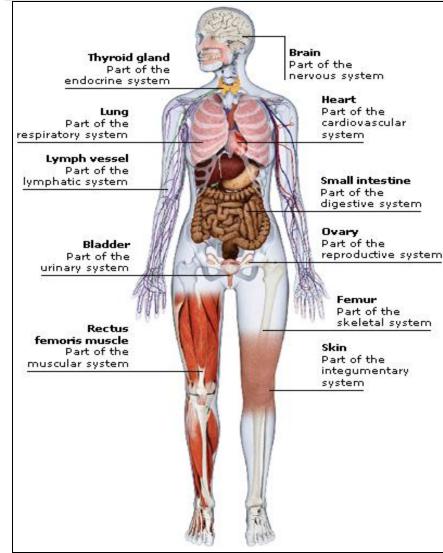
**Body Systems** 

 Search: your group's body system, e.g.
 Circulatory system



### CREDO Reference for Background information

•

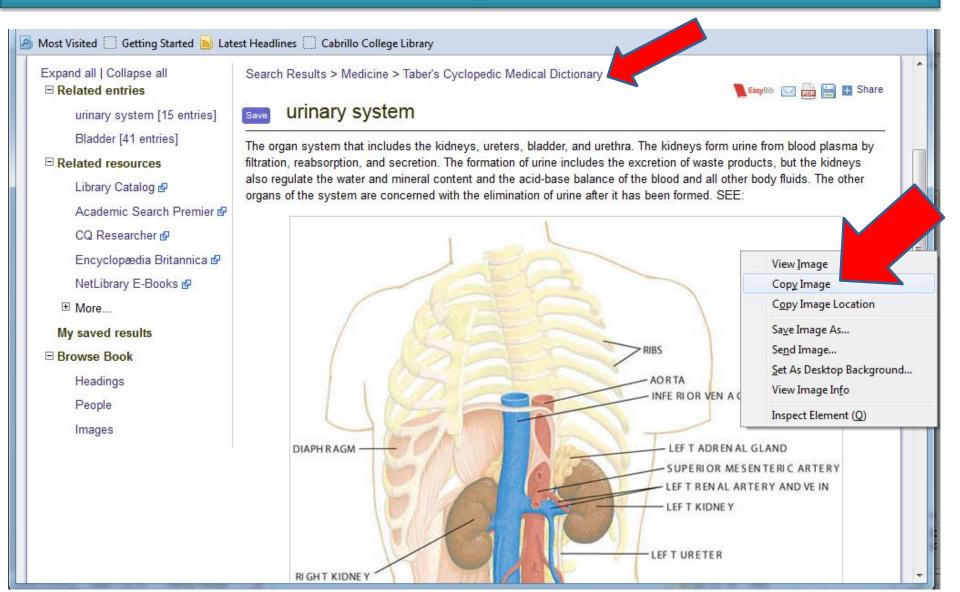


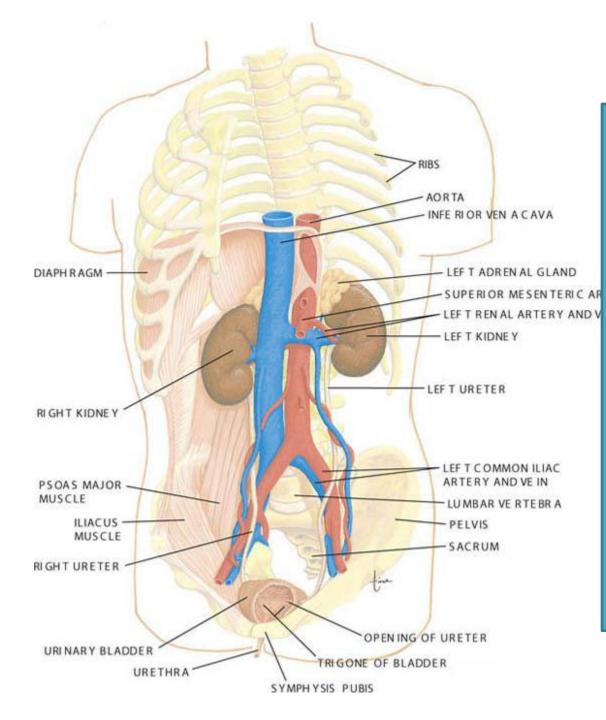
<u>Body Systems to Cells</u>. (2009). In *The Human Body Book: An Illustrated Guide to Its Structure, Function and Disorders*. Retrieved
from http://0www.credoreference.com.library.
cabrillo.edu/entry/dkbody/body\_
systems\_to\_cells



### **CREDO** searches online Reference Books

### Excellent source for images. Remember to cite.





Copy from source: Right Click on image, then choose "Copy"

On a slide: Right Click and choose "Paste"

### Find Books using the Library Online Catalog

If the book is a print source, you'll be told its:

- **STATUS** Is it available and on the shelves, or checked out?
- **LOCATION** e.g., Main Stacks, Reference, Reserve
- **CALL NUMBER** The number on the spine of the book that shows where it is shelved, as well as the subject area.
- No call number information?
- You have accessed an electronic book. E- books are the same content as print books. Read them 24/7 online.
- You need to use your library card number to read them.



Library Homepage > Find > Books, Videos and more

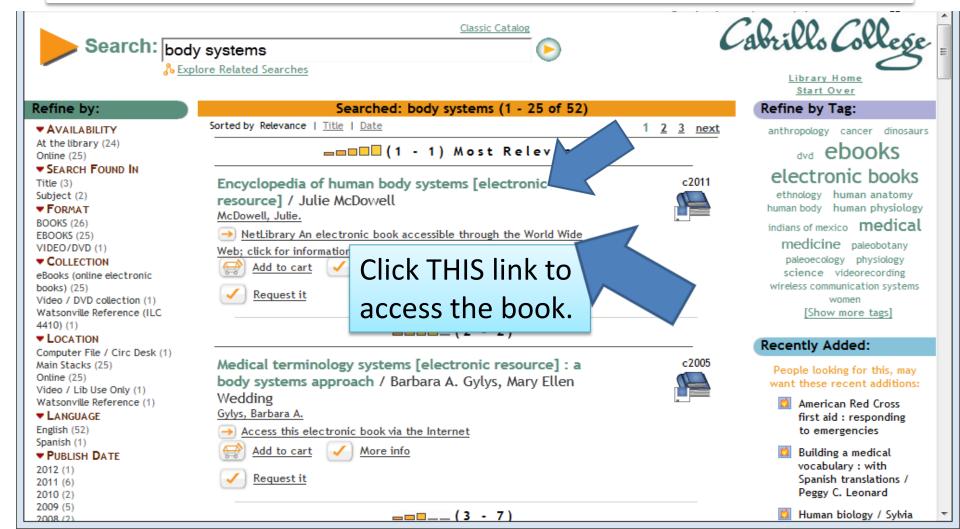
### Catalog Search: Print Book

|   | Encyclopedia of natural medicine / Michael T. Murray,<br>Joseph Pizzorno<br><u>Murray, Michael T</u><br>NOT CHECKD OUT - Watsonville Reference - RZ433 .M87 1998 -<br>More info<br><u>Add to cart</u> <u>More info</u><br><u>Request it</u>           | c1998 |
|---|---|-------|
| Wisdom<br>Moving<br>13                        | Wisdom of the body moving : an introduction to<br>body-mind centering / Linda Hartley<br><u>Hartley, Linda, 1949-</u><br>NOT CHECKD OUT - Main Stacks - RC489.M66 H37 1995 -<br>More info<br><u>Add to cart</u> <u>More info</u><br><u>Request it</u> | c1995 |
|   | (8 - 8)   |       |
| McMURTRIE'S<br>Human Anatomy<br>Coloring Book | McMurtrie's human anatomy coloring book : a systemic<br>approach to the study of the human body : thirteen<br>systems / Hogin McMurtrie<br><u>McMurtrie, Hogin</u><br>NOT CHECKD OUT - Main Stacks - QM23.2 .M3 2006 -<br>More info<br>Request it     | 2006  |

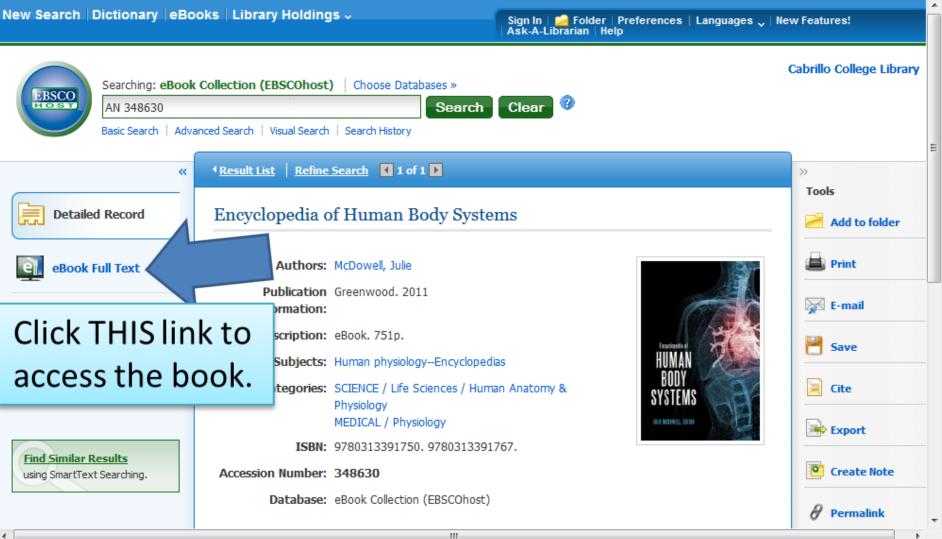
\_\_\_\_(9 - 52)

# Catalog Search: "Body Systems" first 2 results are e-books

Click on link. Then click Full Text link in the Database.



### **Catalog Search: E-Books**



# Developing Keywords for Periodical Search

- Primary structures & functions of system
- Common diseases
- Common procedures related to the system.

From text:

 Medical Terminology Simplified, 4<sup>th</sup> ed. Pages 122-23.

- OSA (obstructive sleep apnea)
- Airway obstruction, patients stop breathing multiple times each night.
- Results in sleep deprivation, fatigue
- Condition most commonly in middleaged, obese men who snore excessively.

# **Find Periodical Articles**

Health and Medicine Databases

Academic Search Premier- Full text for nearly 4,700 primarily scholarly publications, and indexing for an additional 4,000 titles.

**Alt HealthWatch** - Contains full text for 180 publications and many other sources covering non-traditional and alternative medicine topics.

### **CINAHL PLUS with Full text** –*Cumulative Index to Nursing and Allied Health Literature*

Provides indexing for over 3000 journals in nursing and allied health, plus full text for over 300 journals.

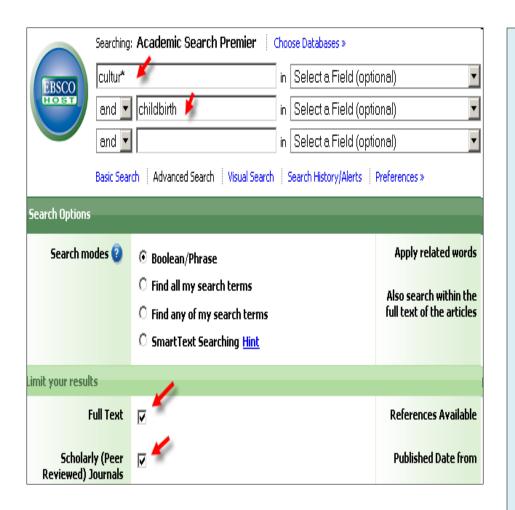
**Health Source Nursing/Academic** - Provides nearly 550 scholarly full text journals focusing on many medical disciplines, and includes the Clinical Pharmacology database.

**Medline** - Provides abstracts from over 4,800 current biomedical journals, including citations from Index Medicus, Index to Dental Literature, and more.

### **CINAHL** search and result list

| New Search   Publications   CINAHL Headings<br>Evidence-Based Care Sheets   More ~ Sign In   Preferences   Languages ~   New Features!<br>  Ask-A-Librarian   Help |  |   |                               |  |  |  |  |
|--|--|---|-------------------------------|--|--|--|--|
| EBSCO  | AND  AND  AND  AND  AND  AND  AND  AND | HL Plus with Full Text Choose Databases >   in Select a Field (optional)   uctive sleep apnea in   select a Field (optional)   in   Select a Field (optional) | Cabrillo College Library<br>≡ |  |  |  |  |
|  |  | • <u>Result List</u> Refine Search        3 of 44 ▶            Obstructive Sleep Apnea Syndrome: A Child Is Not Just a Small Adult.   | >><br>Tools<br>Add to folder  |  |  |  |  |
| PDF Full Text (4.9MB)  |  | Authors: Choi JH ; Kim EJ ; Choi J ; Kwon SY ; Kim TH ; Lee SH ; Lee HM ; Shin C ; Lee SH<br>Affiliation: Departments of Otorhinolaryngology-Head and Neck Surgery, College of Medicine,<br>Korea University, Seoul, Korea  | Print                         |  |  |  |  |
| Times Cited in this Database (1)   |  | Source: Annals of Otology, Rhinology & Laryngology (ANN OTOL RHINOL LARYNGOL),<br>2010 Oct; 119(10): 656-61 (27 ref)  | 💾 Save                        |  |  |  |  |
| Find Similar Results<br>using SmartText Searching.   |  | Publication Type: journal article - research, tables/charts<br>Language: English<br>Major Subjects: Sleep Apnea, Obstructive Diagnosis In Infancy and Childhood   | Cite                          |  |  |  |  |
|  |  | Sleep Apnea, Obstructive Symptoms   |                               |  |  |  |  |

### Academic Search Complete search tips



- Here is a search for articles about culture and childbirth.
- Using the asterisk (\*) after the letters cultur\* means that the search will retrieve words beginning with those letters, i.e., culture and cultures and cultural.
- Notice that the search is limited to full text articles and articles in scholarly peerreviewed journals.

# Evaluation: Web Sites

If you have an article published in a peer-reviewed online journal, you're good to go.

However...

No content, nor publication standards on the web. Anyone can publish, and DOFS!

Remember your questions about



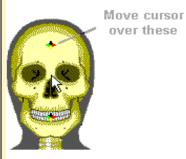
 Does the site link to other credible sources?

- Have cited references?
- Are the author's credentials listed?
- Mission statement/"about us" link for the organization?
- Published by reputable organization's web site?
- Biased? One point of view?
- Personal/monetary gain?
- Commercial ads?
- Poor spelling or grammar?
- Current? Check for updates or copyright date (usually at bottom of page)

### http://www.innerbody.com

### Instructions

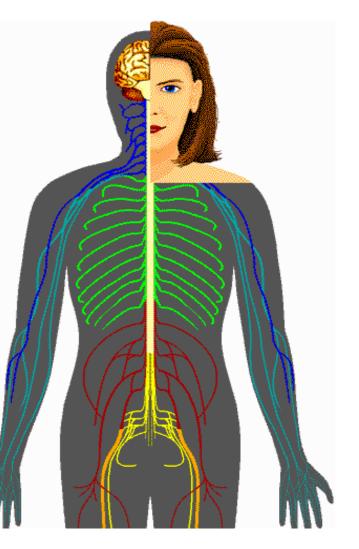
### Viewing the Images



Select a new image by moving the mouse over the image. As shown in the example above diamonds will appear called Pick Points on all areas that can be picked. An eye glass icon will appear along with the name of the item next to your pointer. Selecting the eye glass will display a new image. Selecting the text icon will provide information on the image you are viewing. To backup to the previous image, you will need to select the back command on your browser.

### Layout

Insight Online is designed to provide instant logical flow between all of its related images. To make learning



| Definitions, Pick Points, & Zoom: |   |
|-----------------------------------|---|
| 1st Cervical Nerve                |   |
| 1st Lumbar Nerve                  |   |
| 1st Sacral Nerve                  |   |
| 1st Thoracic Nerve                |   |
| Brain                             | 0 |
| Common Peroneal Nerve             |   |
| Common Plantar Digital Nerve      |   |
| Ear                               | 0 |
| Eye                               | 0 |
| Facial Nerves                     | 0 |
| Femoral Nerve                     |   |
| Hair                              | 0 |
| Lateral Plantar Nerve             |   |
| Medial Nerve                      |   |
| Medial Plantar Nerve              |   |
| Musculocutaneous Nerve            |   |
| Nose                              | 0 |
| Palmar Digital Nerve              |   |
| Peroneal Communicating Branch     |   |
| Plantar Digital Nerve             |   |
| Posterior Femoral Cutaneous Nerve |   |
| Pudendal Nerve                    |   |
| Radial Nerve                      |   |
| Saphenous Nerve                   |   |
| Sciatic Nerve                     |   |
| Skin                              | 0 |
| Spinal Cord                       | 9 |
| Sural Nerve                       |   |
| Tibial Nerve                      | _ |
| Tongue                            | 0 |
| Ulnar Nerve                       |   |

Dist. Delister A. 7

### http://www.innerbody.com



Google" Custom Search

Home Anatomy Systems

Popular Body

Home » Choose an Anatomy System

### **Choose an Anatomy System**

Skeletal System Muscular System Cardiovascular System Digestive System Endocrine System Nervous System Respiratory System Immune / Lymphatic Systems Urinary System Female Reproductive System Male Reproductive System

Integumentary System

### Follow us!

# http://nsdl.org





#### NSDL Home

### Home Search Browse Science Literacy Maps Science Refreshers Math Common Core Bilingual Resources NSDL on iTunesU NSDL Partners Collections Resources Resources for K-12 Teachers

Beyond Penguins and Polar Bears

Digital Resource Packages

Higher Education

Classic Articles

New in NSDL

Participate in NSDL NSDL STEM Exchange NSDL Network site Contribute Collections

Recommend Resources

Search The National Science Digital Library

NSDL is the nation's online portal for education and research on learning in Science, Technology, Engineering, and Mathematics.



Math Common Core

NSDL resources related to MCC





#### Science Literacy Maps

Browse for resources by concept



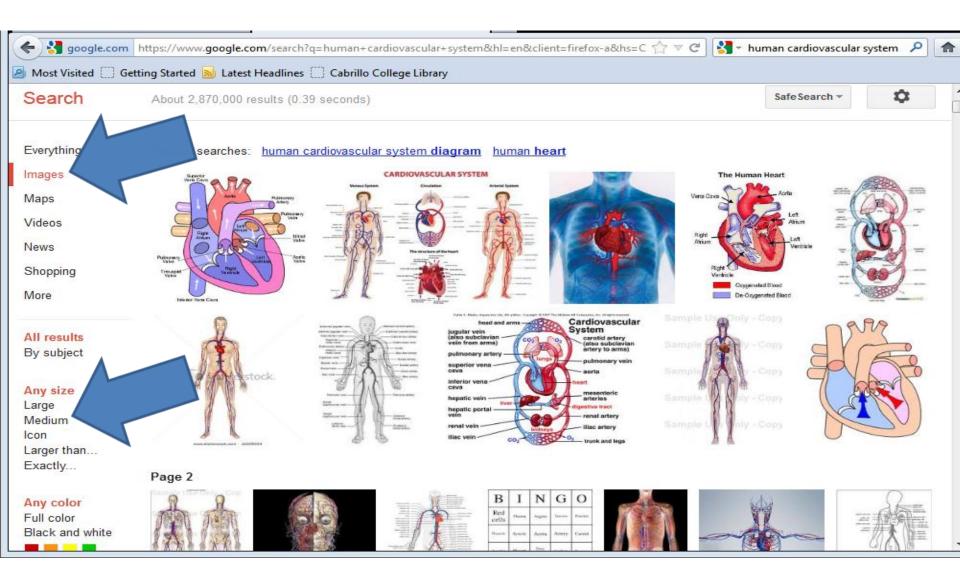
### NSDL News @ Twitter

MSP2 webinar 2/22, 6:30 PM ET: Getting Ready for Next Generation Science Standards, Part 1: Core Concepts http://t.co /PVZbQGQJ 8:57 PM Feb 22nd

April Don't Miss: MSP2 webinar 4-11-12 re: writing stnds for middle grades. Learn more and register at http://t.co/2YXMDIxr 8:24 PM Feb 21st

Don't miss: MSP2 webinar 3-14-12 CommCore & Reading stnds for sci instruction grades

### Finding images in Google



### Saving your documents

On Cabrillo laptop: **Save** document to **Desktop**.

Email yourself and Attach the document (Word, PowerPoint...) Browsing for document is easy on the Desktop. Send.

Your work will disappear when you log off, so SAVE by emailing or use your own flash drive.

