

Barnard Library: Finding the Best Resources
ENGL BC1201: First Year English
Reinventing Literary History: The Legacy of the Mediterranean II
Librarian: Jennie Correia
Guide heavily inspired by Lois Coleman
jcorreia@barnard.edu | 212-854-9096 | 103 LeFrak Center, Barnard Hall

STARTING YOUR RESEARCH

- First Year English Research Guide:
 - On the library home page, library.barnard.edu, click on “[Guides and Tutorials](#)” and then “[First Year English Guides](#)”.
 - In CourseWorks, click on “Research Guides.”
- Make an appointment with your [Personal Librarian](#) for a one-on-one consultation if you would like help with your research.

FINDING BOOKS

- Use the [Quicksearch](#) on the library home pages (either [Barnard Library](#) or [Columbia University Libraries](#) home page). Then select “View and filter all XX results”.
- You also can search the [Catalog](#) directly by using the dropdown list to select it.
- The [Catalog](#) shows the titles of books, videos, sheet music, sound recordings, and journals in the Columbia libraries, but **NOT** the articles in journals.

All Fields (Keyword) searching: find words in any field in the record (title, subject, contents, author, publisher, etc.):

- Use quotes for a phrase: “To the Lighthouse”
- Use * for truncation (for variant endings): **feminis*** finds **feminism, feminist, feminists**

Complex Keyword searching using AND and OR:

- **AND** finds records which have all the search terms you entered
- **OR** finds records which have one or more of the search terms - OR finds MORE
- Group search terms together with parentheses:
 - e.g. “**Heart of Darkness**” **AND (colonial* OR postcolonial* OR imperial*)**

Library of Congress (LC) Call Numbers:

- In the LC classification system, the first number is a whole number, e.g. H5 is before H4501, but the number after the point is like a decimal, e.g. H8.A4811 comes before H8.A5.
- The call number of a book is determined by the first subject heading listed in the record.

Locations

- Make sure to check a book's **location** in CLIO before going to get it! The same call numbers can be in different libraries.
- Print reference books are located in several places in Butler Library. Most Butler reference books are in rooms 301 or 310.
- 18,000 Barnard books are temporarily located in Milstein, in Butler Library, in rooms 406, 406A and 409. (The rest are in storage for the next three years.)
- Milstein (Butler) books on literature (call number P) are in Butler 403.
- Butler Stacks books on literature (call number P) are on Butler Stacks level 5.

Milstein Call Number Guide

A – BL	202
BM – DJK	209
DK – DT 958	210
DT 962 – E 748.M	2M11A (210 Mezzanine)
E 748.N – GV	303
H – HF 1418	303A
HF 1419 – HZ.....	3M04 (303A Mezzanine)
J – ZA	403
Milstein, Barnard Collection AC – DF	406A
Milstein, Barnard Collection DG – PR3605	406
Milstein, Barnard Collection PR3619 – Z.....	409
Milstein Oversize.....	209
Milstein Study Collection (Non-Circulating).....	209
Butler Reserves and Media Collection	208
Butler Reference Atlases (Non-Circulating).....	209
Butler Reference Dictionaries (Non-Circulating)	303A

FINDING JOURNAL ARTICLES

- Try the recommended databases in the [First Year English Research Guide](#).
- If a database does not have the full-text, use the e-links to try and find it through other Columbia University Library holdings.
- Look up journals by title by searching the [Catalog](#) in CLIO.
- Look up articles by title by searching [Articles](#) in CLIO.
- See all 1,500+ databases available to you by looking at [Databases](#) in CLIO.

READING CITATIONS AND DOCUMENTING YOUR SOURCES

Here are three common types of citation in MLA style:

- **A book:** Woolf, Virginia. *To the Lighthouse*. Ed. Sandra Kemp. London: Routledge, 1994.
 - Notice that the **place of publication** and **publisher** are given. Ed. is short for “Edited by.”
- **A chapter in a book:** Tropp, Martin. “Re-creating the Monster: Frankenstein and Film.” *Nineteenth-Century Women at the Movies: Adapting Classic Women’s Fiction to Film*. Ed. Barbara Tapa Lupack. Bowling Green, Oh.: Bowling Green State University, 1999. 23-77.
 - Notice **chapter title** in “quotes”, **book title** in *italics*, the **place of publication**, the **publisher**, and **page numbers** for the chapter.
- **An article in a journal:** Lee, Byung-Eun, and David Shelley Berkeley. “The Evil Number Five: Numerological Symbolism in Paradise Lost.” *English Language Notes* 27.4 (1990): 33-8.
 - Notice the **article title** in “quotes”, **journal title** in *italics*, **volume number** and **issue number**, and **page numbers** for the article - no place of publication or publisher are given.

BUTLER STACKS

Call Number Guide

Main Stack entrance is on 3rd floor next to Circulation

<u>Call Number</u>	<u>Stack Level</u>	<u>Call Number</u>	<u>Stack Level</u>
010 Folio - 049 Folio.....	4	A - AZ	4
050 - 069.....	4	B.....	8
100 - 299.....	12	BC - BJ	7
300 - 309	4	BL - BM.....	8
308 Z Boxes.....	Ask at Circulation Desk	BP - BQ.....	11
317 - 328	2	BR - BX.....	8
310 Folio - 335 Folio	2	C - CT	6
336 Folio - 399 Folio	3	D	12
390 - 399.....	9	DA - DR	3
400 - 419.....	6	DS - DX	12
700 Folio - 799 Folio.....	9	E.....	9
800 - 829.....	10	F.....	9
830 - 839.....	7	G - GV.....	2
840 - 879.....	5	H - HX.....	2
85.....	5	J - JZ.....	2
86.....	5	K - KZ.....	2
87.....	5	L - LT.....	2
88.....	4	M - MT.....	9
880 - 889	4	N - NX.....	9
890 - 895.....	11	P.....	10
895 Folio - 899 Folio	11	PA.....	5
900 - 929.....	6	PB	10
92.....	6	PC - PD	7
930 - 939	12	PE	10
940 - 941	10	PF	7
942	9	PG - PK	11
943	7	PL	9
944 - 946	5	PM - PN	10
947 - 948	9	PQ.....	5
947 Folio - 948 Folio	3	PR - PS	10
949	10	PT	7
950 - 969	11	PZ.....	10
970 - 999.....	9	Q-V.....	4
		Z.....	3

Other Collections

OFFSITE.....Order Online or Ask at Circulation Desk

Precataloging.....Ask at Circulation Desk

Paterno Collection.....Stack level 7

Goethe Collection.....Stack level 7

Can't Find that Book?

Fill out a Search Request in CLIO or at Circulation

Download this guide to your ipod: www.columbia.edu/library/iguide/butler_stacks

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Library Skills Exercises

1. BOOKS: Try these All Fields (keyword) searches and notice how the results change.

Keyword search	Number of results
Frankenstein	_____
Frankenstein Mary Shelley	_____
Frankenstein "Mary Shelley"	_____
Frankenstein Mary Shelley women roles	_____
Frankenstein Mary Shelley women spheres	_____
Frankenstein AND Shelley AND (wom*n OR gender OR femini*) AND (roles OR spheres)	_____
19th century england AND (wom*n OR gender OR femini*) AND (roles OR spheres)	_____

2. ARTICLES: Select one of the recommended databases in the [First Year English research guide](#).

- Write down the database you used: _____
- Try the same types of searches we used in CLIO, or come up with your own.
 - If you got no hits, are you in EBSCO? Make sure "Find all my search terms" is selected, OR add AND between all concepts in the search box if using Boolean/Phrase search mode.
- Can you limit your results to "peer-reviewed" content?
- Too many results? How might you get more relevant results?
 - Use quotations marks for phrases
 - Add more concepts with AND
 - Look at filters/facets/limits on left side of database (limit by date, language, subject)
- Not enough results? How might you expand your search results?
 - Search on theory and author alone
 - Add more synonyms/related terms with OR
- Try another database!