



**TECHNICAL WRITING
LIBRARY RESOURCE GUIDE
SHAKE LIBRARY, VINCENNES UNIVERSITY**
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DIRECTIONS TO THE LIBRARY WEBSITE

To access online resources and other information about library services, go to VU's website at <http://www.vinu.edu/>, then click on **Majors and Academics**, and then click **Libraries**.

I. FIND BOOKS: VU WEBCAT (LIBRARY CATALOG)

Once you are in the library's website, click on **Find Books** located on left side of page. To access the library catalog, click on **VU WebCat – Vincennes Shake Library Catalog**. WebCat is the library's computerized catalog of books, ebooks, DVDs, videos, music CDs, periodicals subscribed to by the library, and some useful web sites.

The Simple Search screen (the default screen you see when you access WebCat) allows searching the WebCat database by the following menu choices:

- Author Browse
- Exact Title
- Subject Browse (use topics like, aeronautics, airplanes, architecture, automobiles, building, carpentry, computers, electronics, engineering, fire fighters, fire investigation, graphic arts, information technology, machinery, printing, technology, welding, etc.)
- Call Number Browse
- Command Search (keywords)
- Journal Title (Searches for titles of magazines and journals in VU's Periodical Collection)

The Keyword Search screen allows you to do very easy keyword searching and field searching - restricting your search to titles, subjects, etc.

Dewey Decimal Classification areas for technical and vocational areas include the following:

003-006: computers

363.37: fire service

600-609: technology

620-629: automotive, aviation, electronics, engineering, fire science, and lasers

641-642; 647: hospitality

670-679: manufacturing

686; 760: graphic arts

690-699: building trades

ELECTRONIC BOOK COLLECTIONS

The library has a growing collection of electronic reference books and other ebooks and all are listed in VU WebCat. Ebooks are also listed under the heading **VU Libraries Electronic Book Collections** on the **Find Books** page. The resources below would contain material related to technical topics.

- **AccessScience** – Online version of the highly acclaimed *McGraw-Hill Encyclopedia of Science & Technology*. This is an excellent reference source to use.
- **Credo Reference** – This resource provides a collection of several hundred reference books. There is a subject category for technology.
- **Encyclopedia Britannica Online** – This is the online version of the famous encyclopedia, and it contains content relevant to technology-related topics.
- **VU NetLibrary Collection** – This collection has more than 9,200 electronic books.

II. FIND ARTICLES

Shake Library provides a good selection of databases to use in locating articles on specific topics in the periodical literature - newspapers, journals, magazines, etc. After accessing an online database, use the help information available with that database to become familiar with its search options. If you need assistance with using a database, please ask for help from a librarian at the Reference Desk. Use the directions above to go to the library's website, and then click **Find Articles** located on left side of the page. Given below are descriptions of database vendors' products that contain periodical article content related to various technical and vocational areas.

EBSCOhost (INSPIRE)

EBSCOhost's Academic Search Elite, Business Source Premier, and Masterfile Premier databases are resources providing access to thousands of full-text articles appearing in scholarly journals, magazines, and trade publications. These are excellent resources to begin searching for information pertaining to technical and vocational topics.

PROQUEST - CAREER AND TECHNICAL EDUCATION

This is a unique database covering more than 415 periodical titles relative to many areas of vocational and technical education. Some of the technology-related disciplines covered include aviation, auto mechanics, building construction, computer science, electronics, graphic arts, hospitality, and machine trades. To access the database, select *ProQuest*, then change the "Database" menu box from "Multiple databases" to "Education - Career and Technical Education." You are now set to search that database.

LEXISNEXIS ACADEMIC

Academic provides timely information related to many technical fields. After accessing *LexisNexis*, select the **News** tab at the top of the page. Type in a topic and select area of document you want your search term(s) to be searched – **anywhere in the document, in headline**, etc. Next, click **Show to Add Index Terms**. Here is where you can specify a particular industry to search (construction, electronics, etc.), a particular subject or section to search (business operations, new products, etc.), and a particular region to search (all countries, North America, United States, etc.). Next, you need to select a news source to search. The last item is to specify a date range to be searched.

III. FIND PERIODICAL TITLES

This resource provides a searchable listing of all periodical titles available through the library. This includes all title holdings in the library's physical collections (recent issues, bound, and microform) as well as electronic issues made available through database vendors like *EBSCOhost, ProQuest, and LexisNexis Academic*. You can search by title, subject, or keywords. This is an excellent tool to see what publications are available in specific subject areas. You access this resource by following the instructions

noted above in getting to the library's website. You then select the link "Find Periodical Titles" found under the list of links on the left side of the VU Libraries page. To browse periodicals by subject category, select the subject "Engineering & Applied Sciences" and then click search. A list of subjects will appear with the number of publications available under each subject.

A SAMPLING OF TECHNOLOGY-RELATED PERIODICALS IN THE LIBRARY'S ELECTRONIC AND PRINT COLLECTIONS

<p><i>American Machinist</i> <i>American Printer</i> <i>Automotive Design & Production</i> <i>Aviation Maintenance</i> <i>Aviation Week & Space Technology</i> <i>Builder</i> <i>Business & Commercial Aviation</i> <i>CAD/CAM Update</i> <i>Car and Driver</i> <i>Civil Engineering</i> <i>Coal Age</i> <i>Communication Arts</i> <i>Computer Graphics World</i> <i>Computer Technology Review</i> <i>Construction Equipment</i> <i>Croplife</i> <i>Custom Home</i> <i>Cycle World</i> <i>Design News</i> <i>Discover</i> <i>Electric Design</i> <i>ENR: Engineering News-Record</i> <i>The Family Handyman</i> <i>Farm Journal</i> <i>Fire Chief</i> <i>Flying</i> <i>Food & Farm Week</i> <i>Food & Wine</i> <i>Food Management</i> <i>Gourmet</i> <i>Graphic Arts Monthly</i> <i>Grounds Maintenance</i> <i>History & Technology</i> <i>Horticulture</i></p>	<p><i>Hospitality Design</i> <i>Hot Rod</i> (current year only) <i>Indiana Prairie Farmer</i> <i>Information Management Journal</i> <i>JOM - Journal of Metals</i> <i>Landscape Architecture</i> <i>Machine Design</i> <i>Metallurgist</i> <i>Mining & Minerals</i> <i>Mining Engineering</i> <i>Modern Machine Shop</i> <i>Motor</i> <i>Motor Age</i> <i>Motor Trend</i> <i>Occupational Hazards</i> <i>OG (Organic Gardening)</i> <i>PC Magazine</i> <i>PC World</i> <i>Penton's Welding Magazine</i> <i>Plane & Pilot</i> <i>Popular Mechanics</i> <i>Popular Science</i> <i>Print</i> <i>Professional Builder</i> <i>Road & Track</i> <i>Robotics & Machine Learning</i> <i>Semiconductor International</i> <i>Successful Farming</i> <i>Technology Review</i> <i>Tooling & Production</i> <i>Wired</i> <i>Woodworkers Journal</i> <i>Workbench</i></p>
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III. LIBRARY REFERENCE COLLECTION

There are many different types of reference books and electronic sources that focus on unique areas of inquiry. All academic areas have their own voluminous reference literature. Included in this guide are a few major reference sources to help you get started.

AC Power Systems Handbook (Ref. 658.5 M471i)

American Electricians' Handbook (Ref. 621.3 A512e)

Biographical Dictionary of the History of Technology (Ref. 609.2 B615b)
Chronicle of Aviation (Ref. 629.1309 C947c)
Construction Glossary: An Encyclopedic Reference and Manual (Ref. 690.03 S819c)
Dictionary of Computer Science (Ref. 004.03 F142d)
Dictionary of Computing (Ref. 004.03 D554d)
Die Design Handbook (Ref. 671.25 D559d)
Diesel Engine Reference Book (Ref. 621.436 D564d)
Electronics Engineers' Handbook (Ref. 621.381 E38e)
Electronics Handbook (Ref. 621.381 E38h)
Encyclopedia of Aircraft (Ref. 629.133 E56ai)
Encyclopedia of Computer Science (Ref. 001.64 R164e)
Encyclopedia of Fire Protection (Ref. 628.92 N787e)
Encyclopedia of Flight (Ref. 629.13 E56f)
Encyclopedia of the Car (Ref. 629.222 E56e)
Encyclopedic Dictionary of Gears and Gearing (Ref. 621.8 S726e)
An Encyclopedia of the History of Technology (Ref. 609 E56e)
Eureka! Scientific Discoveries and Inventions That Shaped the World (Ref. 608.03 E89e)
Gadgets and Necessities (Ref. 683.8 W367g)
Graphic Arts Encyclopedia (Ref. 686.2 S847g)
Great Events from History II: Science and Technology Series (Ref. 509.4 G786g)
Handbook of Die Design (Ref. 621.984 S942h)
Handbook of Jig and Fixture Design (Ref. 621.992 H236b)
Handbook of Machinery with Grinding Wheels (Ref. 671.35 M338h)

Handbook of Manufacturing Processes: How Products, Components and Materials Are Made (Ref. 670 B814h)
A History of Graphic Design (Ref. 686.2 M496h)
Industrial Engineering Handbook (Ref. 658.5 M471i)
Injection Molding Handbook (Ref. 668.412 I56o)
International Biographical Dictionary of Computer Pioneers (Ref. 092 I61i)
International Encyclopedia of Integrated Circuits (Ref. 621.381 G446i)
Jane's All the World Aircraft (Ref. 629.133 J33j)
Jane's Encyclopedia of Aviation (Ref. 629.13 J33j)
Low-Voltage Wiring Handbook (Ref. 621.382 M467L)
Machinery's Handbook (Ref. 621.8 M1495)
Magill's Survey of Science: Applied Science Series (Ref. 620 M194m)
McGraw-Hill Encyclopedia of Science & Technology (Ref. 503 M147m)
McGraw-Hill Handbook for Electrical Engineers (Ref. 621.3 S785s)
McGraw-Hill's National Electrical Code Handbook (Ref. 621.621.3 M149)
The Oxford Companion to Food (Ref. 641.3 D252o)
Physical Metallurgy Handbook (Ref. 669.9 S617p)
Science & Technology Firsts (Ref. 609 B898s)
SME Mining Engineering Handbook (Ref. 622 S637h)
Smithells Metals Reference Book (Ref. 669 S664s)
U.S Civil Aircraft Series (Ref. 629.13334 U58a)

IV. INTERNET RESOURCES

Google

URL: <http://www.google.com/>

A good place to look for current information related to technology is to search *Google's Sci/Tech News* page found under *News*.

Google Directory: Technology

<http://directory.google.com/Top/Science/Technology>

Provides an A-Z subject listing format for technology areas like electronics, manufacturing, robotics, etc.