



**TECHNICAL WRITING
LIBRARY RESOURCE GUIDE
SHAKE LEARNING RESOURCES CENTER**

**Compiled by
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VINCENNES UNIVERSITY'S CURTIS G. SHAKE LIBRARY is a modern academic facility that contains a wide array of research materials, including approximately 80,000 book titles (both circulating and those in the Reference Collection), almost 600 periodical subscriptions, electronic and printed indexes, and a variety of electronic reference tools. Four professional librarians are available in assisting library users in finding and locating information. **IF YOU NEED HELP, ASK A LIBRARIAN AT THE REFERENCE DESK.**

INFORMATION PATHWAYS

- Find Books: VU WebCat Online Catalog (books, music, videos, ebooks, periodicals, etc.)
- Find Articles: Electronic Periodical Databases (EBSCOhost, ProQuest, etc.)
- Library Reference Collection: (dictionaries, encyclopedias, handbooks, statistics, etc.)
- Internet Resources

I. FIND BOOKS: VU WEBCAT (LIBRARY CATALOG)

WebCat is VU's computerized catalog of books, ebooks, videotapes, music CDs, periodicals subscribed to by the library, and some useful web sites. *WebCat* is available in the library and through the World Wide Web (You access the VU Library home page at <http://www.vinu.edu/>, then select the Academic Resources tab at the top of the page, then click Shake Library, then Find Books, and then VU WebCat).

The user can find materials quickly using the Simple Search screen (the default screen you see when you access *WebCat*), which 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, 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)

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

003-006: computers; 620-629: automotive, aviation, electronics, engineering, and lasers; 641-642 and 647: hospitality; 670-679: manufacturing; 686 and 760: graphic arts; and 690-699: building trades.

II. FIND ARTICLES

Shake Library offers researchers many choices of electronic databases for use in locating articles on specific topics in periodical literature (newspapers, journals, magazines, etc.). After accessing online databases, use the help information available with each 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. To search periodical databases, go to the VU Library home page at <http://www.vinu.edu/>, then select the Academic Resources tab at the top of the page, then click Shake Library, then Find Articles, and then click the database you want to search.

ELECTRONIC JOURNALS

This resource provides a searchable listing of all full text periodicals available through library database vendors like *EBSCOhost*, *ProQuest*, and *LexisNexis Academic Universe*. You can search by title, subject, or keywords. This is an excellent tool to use to see what online publications are available in specific subject areas. You access this resource by following the instructions noted above in getting to the library's Web page. You then select the link "Electronic Journals" found under Shake Library. After accessing "Electronic Journals," select the subject "Technology and Applied Sciences" from the menu box found under "Browse e-journals by subject." A list of subjects like aeronautics and space flight, building and construction, computers, electronics, machinery, etc. will appear with the number of publications available under each subject.

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 UNIVERSE BUSINESS

Academic Universe Business provides timely information related to many technical fields. After accessing *Academic Universe*, select the "Business" link found under "Academic Search Forms." Next, select "Industry & Market," then type in your keywords, and then select the appropriate industry category that you want to search, i.e. construction, metals, & architecture news.

ENCYCLOPEDIA BRITANNICA ONLINE

Britannica Online has excellent information on many subjects related to technology-related topics.

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

<i>American Machinist</i>	<i>Grounds Maintenance</i>
<i>American Printer</i>	<i>Horticulture</i>
<i>Automobile</i>	<i>Hot Rod</i> (current year only)
<i>Aviation Maintenance</i>	<i>Indiana Prairie Farmer</i>
<i>Aviation Week & Space Technology</i>	<i>Information Management Journal</i>
<i>Builder</i>	<i>JOM - Journal of Metals</i>
<i>Business & Commercial Aviation</i>	<i>Landscape Architecture</i>
<i>Cadence</i>	<i>Modern Machine Shop</i>
<i>Car and Driver</i>	<i>Motor</i>
<i>Civil Engineering</i>	<i>Motor Trend</i>
<i>Communication Arts</i>	<i>Occupational Hazards</i>
<i>Computer Graphics World</i>	<i>Organic Gardening</i>
<i>Computer Technology Review</i>	<i>PC Magazine</i>
<i>Construction Equipment</i>	<i>PC World</i>
<i>Croplife</i>	<i>Plane & Pilot</i>
<i>Custom Home</i>	<i>Popular Mechanics</i>
<i>Cycle World</i>	<i>Print</i>
<i>Design News</i>	<i>Printing Views</i>
<i>Discover</i>	<i>Private Pilot</i>
<i>ENR: Engineering News-Record</i>	<i>Professional Builder</i>
<i>The Family Handyman</i>	<i>Road & Track</i>
<i>Farm Journal</i>	<i>Robotics World</i>
<i>Flying</i>	<i>Successful Farming</i>
<i>Food & Wine</i>	<i>Welding Design & Fabrication</i>
<i>Food Management</i>	<i>T & P: Tooling & Production</i>
<i>Food Technology</i>	<i>Wired</i>
<i>Gourmet</i>	<i>Woodworkers Journal</i>
<i>Graphic Arts Monthly</i>	<i>Workbench</i>

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.

Chronicle of Aviation (Ref. 629.1309 C947c)
Construction Glossary: An Encyclopedic Reference and Manual (Ref. 690.03 S819c)
Dictionary of Computer and Internet Words (Ref. 004.03 D554d)
Dictionary of Computing (Ref. 004.03 D554d)
Diesel Engine Reference Book (Ref. 621.436 D564d)
Electronics Engineers' Handbook (Ref. 621.381 E38e)
Electronics Handbook (Ref. 621.381 E38h)
Encyclopedia of Computer Science (Ref. 001.64 R164e)
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)
A History Of Graphic Design (Ref. 686.2 M496h)
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)
Science & Technology Firsts (Ref. 609 B898s)
U.S Civil Aircraft Series (Ref. 629.13334 U58a)

IV. INTERNET RESOURCES

Google

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

Google is a top choice for Web searchers. It offers the largest collection of Web pages of any crawler-based search engine. *Google* makes heavy use of link analysis as a primary way to rank these pages. A good place to look for current information related to technology is to search *Google's Sci/Tech News* page found under *Google News*.