1. Guides & Tools

“Guides & Tools” provides access to My Library Record, Research Guides, Citing Sources, Report A Problem, and Frequently Asked Questions.

- “Research Guides” provides a solid foundation for research process and answering commonly asked research questions, such as how to find, cite and evaluate information, how to write a literature review, and etc. ProQuest Research Companion provides interactive overview of major steps in the research process.
  - Click “Research Guides” and you will find “Subject Guides”, which provides easy access to subject-specific library resources.

- “Citing Sources” links students to citation management tools, such as RefWorks and Zotero, as well as citation style guides, such as Purdue Owl.
2. Ask a Librarian & Fusion

Ask a Librarian

☐ Librarian is available by email (https://www.usfca.edu/library/emailreference), phone (415)422-2039, text message (415) 255-5591, in-person or via 24/7 chat (https://www.usfca.edu/library/ask).

☐ Call Access Services for questions about fines, holds, reserves, borrowing & renewing, and library access: (415) 422-2662 or email: https://www.usfca.edu/library/emailaccess

Fusion

☐ Fusion allows you to search, in one place, the majority (i.e. not all) of the library’s books and articles. It includes all the materials in our library catalog Ignacio, as well as the content of the majority of our many, many journal article databases.

☐ Enter search term(s) or phrases(s) into the query box and hit Enter.
☐ Narrow the results by selecting the appropriate filter(s) in the “Limit to” section, such as Scholarly (Peer Reviewed) Journals, Publication Date, Source Types and Subject. Click “Show more” to reveal all available filters. To remove the selected filter(s), click “x” next to the unwanted filter in the “Current Search” section.

☐ To view the ebooks or streaming videos, click “View Online”.

☐ To view the available full article, click “PDF Full Text”.

☐ To request book(s) from Gleeson Library, click “View in Catalog”.

☐ Click the “Author” and “Subject” hyperlinks to search similar items, which are written by the same author or about the same subject. Click “Cite This” for the citations in APA, Chicago, Harvard, MLA and Turabian citation styles.

☐ Click “Request”. Off-campus students can have the items sent to your designated address by UPS through the document delivery service free of charge. Details can be found: https://www.usfca.edu/library/documentdelivery
3. Databases & Journal Finders

“Journal Finder” shows if a particular journal is available full text online or in print collection. Enter journal title or “Digital Object Identifiers” (DOIs) of the online article.

Result shows the journal title, available issues and hyperlink(s) of the appropriate database(s) to retrieve the journal full text.

Journal Finder

3 records retrieved for the search: Title begins with “Project Management”

International journal of project management (0263-7853) Title detail from ProQuest.com
Alternate Title: Project management
From 01/01/1993 to present in: ScienceDirect Freedom Collection 2015
4. Databases

More than 200 Research Databases to Serve Your Needs

Multi-disciplinary: **Fusion, Scopus** (abstract and citation only, sort “cite by”, include conference papers, books and patents), **Academic Search Complete** (full-text and abstract, conference papers, monographs and etc.)

Data Services page ([https://www.usfca.edu/library/data-services](https://www.usfca.edu/library/data-services)) provides access to USF databases (e.g. Statista, ProQuest Statistical Insight an RAND State Statistics) and online statistical resources related to U.S. Census, California, International and subject-specific (e.g. Health, Environment and Education).