## Key Points from “Searching” Section

<table>
<thead>
<tr>
<th>Overall Concept</th>
<th>Key Point 1</th>
<th>Key Point 2</th>
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| Finding different types of information | Different types of information can be found in different types of sources. Knowing what you’re looking for can help your search be successful. Commons information needs include: Basic facts/background; interviews, editorials, opinions; background/in-depth information; scholarly analysis/research. | Some common sources include:  
- Library catalog  
- Library databases  
- Google Web  
- Google Books  
- Google Scholar |
| Databases | A database is a container that organizes information for easy retrieval. | You can search a database by topic, keywords, author, title, or almost any other piece of information categorized by the database. |
| Library website: | Search for books, articles, databases, or everything right from the homepage. | Visit the FAQ to get answers to common questions, chat with a librarian, or visit “Research help” to make an appointment with a librarian. |
| Finding books in the catalog | Search in the “Books” tab by title, author, or keyword. Narrow by date. | You can find books that Wheaton owns but also request books from outside of Wheaton through I-Share or ILLiad. |
| Locating books in the library | Common book locations include:  
- Books (Buswell Upper or Lower Level): (Upper = 000 – 499; Lower = 500-999)  
- Reference Books (Buswell Main Level – Reading Room)  
- Bound Journals (Buswell Lower Level)  
- Special Collections (BGC 3rd Floor) | A call number is like the book’s address. Here is a sample call # and how to interpret it:  
270.072 N72f  
270 = Broad topic. Read as a whole number.  
.072 = Subtopic. Read as a decimal.  
N72 = Author. Read alphabetically and then as a decimal.  
f = Book title. Read alphabetically. |
| Identifying key concepts and keywords | Good researchers learn to pick out the main ideas or keywords in their research question and then create a search strategy focusing on these key concepts rather than using natural language. | You can broaden or narrow key concept vocabulary to find different types of sources. Also, compiling a list of synonyms for each key concept is extremely helpful. |