

Library Selected Reference Resources

Indian Hills Community College

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7:15 a.m. - 9:00 p.m. M-TH
4:30 p.m. - 9:00 p.m. Sunday

Reference Materials

The word "reference" comes from the verb refer, which means to turn to for aid or information. Thus any person or thing referred to for these purposes is reference. In this sense, the entire library is a reference collection, because it was selected, organized and arranged for study and reference. However, in any library there are some books that are consulted more frequently for certain kinds of information. There are books that, because of their organization and arrangement, lend themselves to for pieces of information rather than to be read completely. In most libraries these kinds of materials are brought together in one room or area and constitute what is called the reference collection. The use of these materials is generally restricted to the library.

Characteristics of Reference Books

The term reference book has come to mean a specific kind of publication, which has been planned and written to be consulted for items of information, rather than read throughout. It contains facts that have been brought together from many sources and organized for quick and easy use, either in an alphabetical or chronological arrangement or by the use of detailed indexes and numerous cross references. There are two types of reference books: (1) Those that contain the needed information such as dictionaries, encyclopedias, handbooks, bibliographical dictionaries, atlases, and gazetteers and (2) Those that tell the user where the information can be found, such as indexes and bibliographies. The following list includes various types of reference/research materials available in the library's collection.

Reference Resources

CQ Researcher (Ref/HC/110/E5/C667)

CQ Researcher is a research service that reports and analyzes current issues of national significance. For convenient reference, weekly reports are stored chronologically in a three-ring binder. In addition, reports are reissued as a hardcover volume. To assist researchers, each report contains a brief summary on the front cover, thorough footnotes, and a supplementary reading list of books, articles, and studies. The CQ Researcher is also available on-line via the IHCC Library home page.

The Information File

The information file consists of pamphlets, brochures, and clippings on a variety of topics. They are located in the library in tan filing cabinets.

S.I.R.S.

Periodical articles on a variety of topics are indexed into various volumes. SIRS are available in print format in 3-ring binders arranged by topic, or on-line via the IHCC Library home page.

Facts.com (Ref/JK/1/I77)

Facts.com delivers an in-depth feature of "Historic Events" from the past 60 years on Facts on File. Facts.com uses seven databases including "Issues and Controversies on File" This database includes maps, photographs, historic documents and overviews of key issues, newsmakers and events since 1980. It also connects all relevant material in the database using Internet hyperlinks. Facts.Com is available in print format or online via the IHCC Library home page.

Oposing Viewpoints (Ref/Z/711/O22)

Individual volumes present a balanced and intriguing debate on vital issues. Each subject is presented in an objective, pro/con format. This is an excellent place to begin investigation of current issues. (List of subjects on last page.)

Statistical Abstract of the United States (Ref/HA/202/U84)

Statistics on the social, political, and economic organization of the United States. Online version available at <http://www.census.gov/statab/www/>

Code of Iowa (Ref/KFI/4230/A235)

Statutes for the state of Iowa. Also available on the Internet.

U.S. Supreme Court Cases and Comments (Ref/KF/8742/U32)

Detailed summaries and analysis of criminal law and procedure cases decided by the United States Supreme Court. Includes ruling and dissenting opinions.

Indexes**ERIC and Medline Periodical Indexes**

On-line computer indexes to articles dealing with education (ERIC) and health issues (Medline). Provides abstract and citation for articles. Available via the library's other helpful web sites page on the Internet.

Applied Science and Technology Index - 1970-

A cumulative subject index to English-language periodicals in various fields of science. Includes book reviews and product reviews.

Education Index - 1970-

A cumulative subject index to more than 400 educational publications in the English language. Periodicals, yearbooks, and monograph listings are included.

Reader's Guide to Periodical Literature - 1950-

Indexes popular periodicals. Arranged by author and by subject.

Cumulative Index to Nursing & Allied Health Literature - 1970-

A cumulative subject index that provides authoritative coverage of literature in nursing and allied health. More than 1,000 journals are regularly reviewed and indexed for inclusion in each edition.

Congressional Digest (Periodical)

An independent monthly magazine featuring controversies in Congress, pro and con.

Electronic Resources

These are available on college computers via the IHCC Library home page. Contact IHCC Library staff for directions on how to access this database from non-college computers.

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EBSCO Periodical Index

Auto Repair Reference Center: contains information on most major manufacturers of domestic and imported vehicles, with repair information for most vintage makes starting as far back as 1954. Database content includes approximately 25,000 vehicles covered from 1954 to present; over 100,000 factory drawings and step-by-step photographs; over 60,000 technical service bulletins & recalls issued by the original equipment vehicle manufacturer; wiring diagrams for easy viewing and printing; specifications & maintenance schedules; Labor Time Guide & Estimator; Quick Tips, a complete guide to vehicle ownership & maintenance; unlimited remote access and much more. New repair procedures and updates will also be added continuously.

EbscoHost: On-line computer periodical index to articles on a wide range of topics. Index provides full text of selected articles. The Internet-based product covers several years and is updated daily. It is available on college computers via the IHCC Library home page. Contact IHCC Library staff for directions on how to access this database from non-college computers

Electric Library

Electronic research databases featuring hundreds of books, magazines, newspapers, pictures, maps, and television and radio transcripts. Very reliable sources updated daily. This is available on college computers via the IHCC Library home page. Contact IHCC Library staff for directions on how to access this database from non-college computers.

Facts.com

Issues and Controversies: delivers an in-depth feature of "Historic Events" from the past 60 years on Facts on File. Facts.com uses seven databases including "Issues and Controversies on File". This database includes maps, photographs, historic documents and overviews of key issues, newsmakers and events since 1980. It also connects all relevant material in the database using Internet hyperlinks.

Facts on File World News Digest:

The articles in this treasure trove of world news are not retellings of historic events from today's point of view but rather contemporary accounts recorded in the tenor of the times by Facts On File news editors. The complete World News Digest archive dates back to 1940. Has an extensive full-text collection of biographies, historical documents, selected topical editorials from across the U.S. Updated weekly

Today's Science on File: The science publication written expressly for students with full-text searching, comprehensive index and integrated glossary "Hot Topic" coverage with instant access. Includes biographies of prominent scientists past and present.

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LexisNexis Academic Universe

This database provides full-text documents from over 5,600 news, business, legal, medical, and reference publications with a variety of flexible search options. There are also National and regional newspapers, wire services, broadcast transcripts, international news, and non-English language sources. U.S. federal and state case law, codes, regulations, legal news, law reviews, and international legal information. Shepard's Citations for all U.S. Supreme Court cases back to 1789. Business news journals, company financial information, SEC filings and reports, and industry and market news. LexisNexis is available on-line on college computers via the IHCC Library home page.

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Opposing Viewpoints

(OVR) draws on the acclaimed social issues series published by Greenhaven Press, as well as core reference content from other Gale and Macmillan Reference USA sources, including selections from Bioethics for Students. The result is a dynamic online library of current event topics -- the facts, as well as the arguments, or each topic's proponents and detractors. OVR's unique features include Topic Overviews -- frameworks which allow students to explore each topic's many facets -- and exclusive electronic access to Gale's Information Plus reference program of statistics, government data, legislation and more. This is available on college computers via the IHCC Library home page. Contact IHCC Library staff for directions on how to access this database from non-college computers.

History Resources**World Atlas Online**

Combines more than 1,300 clear, printable, full-color maps with superb statistical information on more than 200 countries, all 50 U.S. states, the 13 Canadian provinces and territories, as well as the world's continents and major regions.

American History Online

Spanning more than 500 years of political, military, social, and cultural history, thousands of biographies, subject entries, timeline entries, primary source documents, maps, and images cover the entire spectrum of the American experience.

African-American History & Culture

Covers topics such as affirmative action, Africa, black nationalism, civil rights, emancipation, free blacks, the Harlem Renaissance, leaders, migrations, racial violence and hate crimes, religion, slave living conditions, slave liberation strategies, social work and philanthropy, sports, and visual arts.

American Indian History & Culture

Covers topics such as assimilation and allotment; ceremonies, festivals, and rites; daily life, material culture, and customs; economics, trade, and labor; land and land rights disputes; migrations; and tribal law, leadership, and government.

American Women's History

Covers topics such as abortion, birth control and reproductive rights; affirmative action; civil rights activism; gender discrimination and harassment; education; family, marriage, and divorce; health, psychology, and medicine; lesbian and gay studies; military and aviation; performing arts; politics, law, and government; sports; woman suffrage and voting rights; women's liberation movement; and many others.

World History Online

Covering the broad expanse of world history from prehistoric times through the modern era. Resource contains thousands of fully hyperlinked subject entries, biographies, images, maps and charts, primary source documents, and timeline entries that combine to provide a detailed and comparative view of the people, places, events, and ideas that have defined world history.

Ancient History & Culture

Is an encyclopedic database covering six ancient centers of civilization—Africa, Egypt, Greece, Rome, Mesoamerica, and Mesopotamia. Detailed information on a seventh ancient center of civilization, Asia, will be added this fall.

Opposing Viewpoints (Ref / Z / 711 / O22)

AIDS	Abortion	Addiction	Adoption	Advertising
Africa	African Americans	Aging population	Alcohol	America beyond 2001
American values	America's prisons	Animal experimentation	Asian Americans	Biological Warfare
Biomedical ethics	Censorship	Chemical dependency	Child abuse	Child welfare
Civil liberties	Constructing a life philosophy	Crime and criminals	Criminal Justice	Culture wars
Death and dying	Death penalty	Discrimination	Domestic Violence	Drug abuse
Education	Endangered Species	Enduring issues in philosophy	Energy alternatives	Environment
Epidemics	Euthanasia	Extremist groups	Family	Feminism
Gambling	Gangs	Genetic engineering	Global resources	Global warming
Globalization	Gun control	Gun Violence	Hate groups	Health and fitness
Health Care	Homeless	Homosexuality	Human rights	Human sexuality
Illegal immigration	Immigration	Inequality	Information revolution	Interracial America
Islam	Juvenile crime	Legal system	Male/female roles	Mass media
Media violence	Mental illness	Middle East	National Security	Opposing viewpoints in social issues
Paranormal phenomena	Police brutality	Political scandals	Pollution	Population
Pornography	Poverty	Problems of death	Race relations	Religion in America
Sex	Sexual violence	Sports and athletes	Suicide	Technology and Society
Teenage pregnancy	Teenage sexuality	Teens at risk	Terminal illness	Terrorism
The Internet	Third World	Tobacco and smoking	Twenty-first century earth	Violence
Violence in America	War on drugs	Weapons of mass destruction	Welfare	Work
Working women	Writing research papers			