

LIBRARY INFORMATION LITERACY INSTRUCTION (LIBRARY GUIDE)



Reference Services Division
(ext.2451)

libsys@mail.nsysu.edu.tw

OUTLINE

- **General Rules**
- **Opening hours & Services**
- **Library homepage**
- **Library catalog**
- **E-databases**
- **Off Campus Access**
- **Thesis Submission**
- **Interlibrary Loan & RapidILL**

GENERAL RULES

- **No Food or Drinks in the Library.**
- **Smoking is permitted.**
- **Readers' Cards are not transferable.**
- **Silence shall be maintained as far as possible in the Library.**
- **Library staff are empowered to stop any activity in the Library which they consider prejudicial to the safety, well-being, or security of readers or Library staff or to the preservation of the collections.**

OPENING HOURS

Opening hours

Mon- Fri : 8:00-22:30 Sat,Sun : 9:00-17:00	Summer vacation Mon- Thu : 9:00-18:00 Fri , Sat : 9:00-17:00 Sun: Closed	Winter vacation Until further notice
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Closures

National holidays, Sundays during summer and winter vacation.
Special conditions: e.g. typhoon, power outage...etc.

Borrow and return items

30mins after library open, 30mins before closing.

4F Reference division Opening hours

Mon-Fri : 8:30-17:30 ; 18:30-21:30 Sat : 9:00-12:00 ; 13:00-16:30	Summer & Winter vacation Until further notice
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1F Learning commons

Mon- Fri : 8:30-22:30 Sat,Sun : 9:00-17:00	Summer & Winter vacation Until further notice
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LIBRARY SERVICES

- **Circulation Services (3F)**
- **Books (3F)**
- **Journals (5F)**
- **Copy Machine & Printer (3F)**
- **E-resources (E-books, E-journals and databases)(4F)**
- **Research & Reference Services (4F)**
- **Interlibrary Loan & RapidILL (4F)**
- **Thesis Submission (4F)**
- **Computer Lab(3F)**
- **Software (3F)**
- **Wifi (2F) & Email (2F)**
- **Note: International Exchange students, please contact office of Academic Affairs (ext.2124) to obtain Student account ID and password before using Library E-resource off-campus, RapidILL or setting Wifi.**

Library Catalogs

E-Journal

Databases

Discovery

google search

Title



 News and Events

Library Homepage

<http://lis.nsysu.edu.tw/>

or Google [NSYSU Library](#)

Hot News

Conference

Exhibition

Orientation 

- How to use
- Wireless Usage Instruction
- Floor Plans
- Download Form

Library Service 

- Library Catalogs
- Reader's Services
- Donating to Library
- Recommend a Purchase
- eThesys
- Circulation Rules
- Your Library Account
- Find e-Journal
- Find Database

Information Service 

- E-mail Services
- Campus Network
- Cyber University
- Wireless Usage Instruction
- Campus Licensed Software
- Computer Room
- VPN
- Intellectual Property Rights
- Open source software

西文期刊
快速傳遞服務
RapidILL

RapidILL

eThesys
NSYSU Electronic
Theses & Dissertations



Nationwide
Document
Delivery Service

NDDS

Used-book Info Site



NSYSU
Cyber University



LIBRARY CLASSIFICATION

- How to locate a particular book ?
 - Library materials or any information (books, journal/periodicals, audiovisual materials, files, ...) according to their subject and allocating a **call number** to that information resource.
- **Library Classification**
 - Chinese :
Classification Scheme for Chinese Libraries (In Chinese)
中文圖書分類法
 - <http://catweb.ncl.edu.tw/class2007/96-1-1.htm>
 - Non-Chinese :
Library of Congress Classification
 - <http://www.loc.gov/catdir/cpsolcco/>
- **Chinese and non-Chinese classification comparison**
 - <http://ref.ncl.edu.tw/reference2.htm>

LOCATION	CALL NO.	BARCODE	STATUS
8F	820.98775 2011 v.1	E493003	DUE 07-07-14
8F	820.98775 2011 v.2	E493004	CHECK SHELF

CALL NUMBER

LOCATION	CALL NO.	BARCODE	STATUS
4F Ref (E)	R 805.132 3354-2	E441802	LIB USE ONLY
4F Ref (E)	R 805.132 3354-2 CD	E441802A	LIB USE ONLY

- Special collection code :**

- **R** : Reference items, **P** : Periodical, **VD** : DVD (movies, documentary) 、
DD : Digital disc.

- Classification code :**

Chinese : Classification Scheme for Chinese Libraries

Non-Chinese : Library of Congress Classification

- Author :**

- Non-Chinese : The cutter number, The cutter number is a coded representation of the author or organization's name or the title of the work.

- Other codes :**

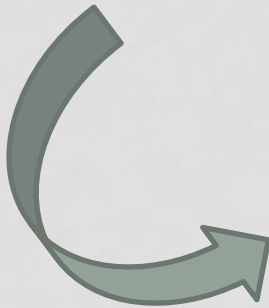
Volume and issue numbers, copy numbers, and other annotations are like an additional cutter number but are shelved by basic alphabetization (numbers alone come before letters).

SEARCH LIBRARY CATALOG

Library Catalogs E-Journal Databases Discovery google search

Title political science search

Basic Search



國立中山大學圖書與資訊處
圖書館館藏查詢系統

National Sun Yat-sen University
Office of Library and Information Service

Start Over Extended Display Limit/Sort Search Search As Words Another Search

(Search History)

TITLE political science System Sorted Sort Search

☐ Limit search to available item

View Entire Collection
View Entire Collection
Books
Periodicals/Serials
Dissertation/Thesis
Audio/Video Materials
Scores

Search Options
Keyword
Title
Author
Subject
Call number
ISBN / ISSN
Advanced Search
My Library
My account

Result Page 1 2 3 Next

Save Marked Records Save All On Page Save to My Lists

Num Save TITLES (1-12 of 28) Year Entries Elsewhere

46 Found

1	☐	Political science		8
2	☐	Political science : 1500 multiple-choice test : 7F	2006	1
3	☐	Political science : a 21st century perspective : 7F	2005	1

Link to Advance Search

ADVANCE SEARCH



國立中山大學圖書與資訊處
圖書館館藏查詢系統

National Sun Yat-sen University
Office of Library and Information Services

Advanced Keyword Search

Please fill in the form, select limits, and click Submit.

Any Field: And
Any Field: And
Any Field: And
Any Field: And

☐ Limit search to available items

Location:

ANY
A > Main Library
B > BL-Social Sciences
C > BL-Liberal Arts
D > BL-Sciences

Material
Type:

ANY
PRINTED MATL
ARCHIVAL MATL
PRINTED MUSIC
MS MUSIC

Language:

ANY
Chinese
English
French
German

Within

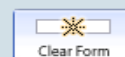
From

to

Publisher:

Search and Sort: sorted by relevance ▼

Any Field: ▼
Any Field:
AUTHOR:
TITLE:
SUBJECT:
Note:



Search Options

Keyword

Title

Author

Subject

Call number

ISBN / ISSN

Advanced Search

My Library

My account

**Search by setting
more limitation**

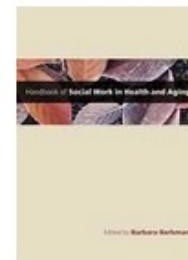
UNDERSTAND BIBLIOGRAPHY ON LIBRARY CATALOG

- **Book**

Title Handbook of social work in health and aging / Barbara Berkman, editor ; Sarah D'Ambruoso, associate editor

Imprint Oxford ; New York : Oxford University Press, 2006

Rating ☆☆☆☆☆



 [Bookmark link for this record](#)

Connect to
Fulltext (MyiLibrary)

Link to Online Service

LOCATION	CALL NO.	BARCODE	STATUS
Internet eBook	HV1451 H34 2006		ONLINE SERVICE
7F	HV1451 H34 2006	W314130	CHECK SHELF

Detailed Information

Descript xl, 1127 p. : ill. ; 26 cm

Note Includes bibliographical references and index

Subject Social work with older people -- Handbooks, manuals, etc
Medical social work -- Handbooks, manuals, etc

Alt Author Berkman, Barbara
D'Ambruoso, Sarah

Add Title Social work in health and aging

ISBN 0195173724 (hardcover : alk. paper)
9780195173727 (hardcover : alk. paper)

Paper Collection

UNDERSTAND BIBLIOGRAPHY ON LIBRARY CATALOG

- **Journal / Periodical**

- Shelf number of periodical

Periodical in western language

Current : e.g 5F Technology A-016 ;

Past/Archive : 9F Back issue areas

- Periodical Holding Volume

- * 16 (1993) –

- Holding starts from volume 16,1993

- * 2 (1973) - 14 (1977)

- Holding started from volume 2,1973 to volume 14,1977

- * 1 (1931 mfl) - 50 (1979 mfl) · 52 (1981) -

- Holding started from volume 1,1931 to volume 50,1979
are storage as microfilm, please contact 4F Reference
division.

- Volume 52, 1981 to present are print copies.

UNDERSTAND BIBLIOGRAPHY ON LIBRARY CATALOG

Title **Environment and behavior**

Imprint [Beverly Hills, Calif.] : Sage Publications,
1969-



No Image

Elsewhere



延伸查詢

Find it

Rating ★★★★★

[Bookmark link for this record](#)

Connect to
Online Fulltext on SAGE

Link to Online Service

Location 7F, English back issues area

Paper Collection

Note *七樓過刊架* 2009年起為電子版

CALL NO. P BF21 E69

Lib. Has 13:1(1981)-13:4(1981),14(1982)-16(1984),20(1988)-40(2008).

Holdings(Paper)

Detailed Information

Descript v. : ill. ; 23 cm

Current Freq. Bimonthly <, Jan. 1981->

Former Freq. 4 no. a year <, Mar. 1975->
Semiannual, June 1969-

Vol Desg. Vol. 1 (June 1969)-

Subject Human ecology -- Periodicals

Add Title Environ. behav

Environment and behavior
EB. Environment and behavior <, Dec. 1969->

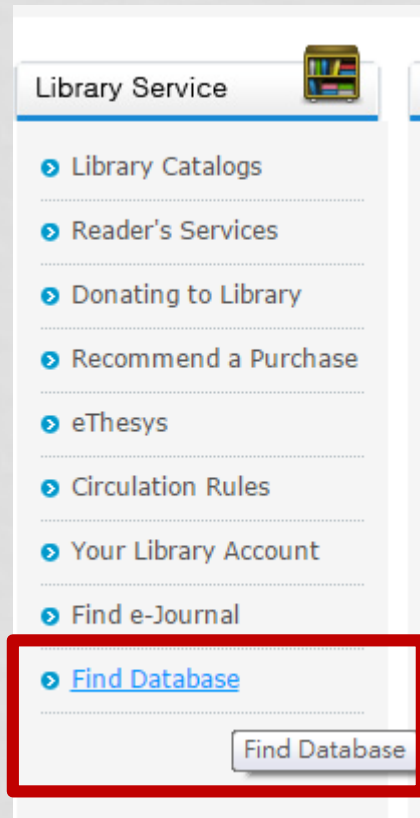
ISSN 0013-9165
1552-390x (online)

USING E-DATABASES

- We subscribe to a range of databases: some cover all subject areas (eg Web of Science), and some cover specific subject areas (eg MLA Bibliography for English Literature).
- **Library homepage → Databases search**
- **Citation database & Full text database**
 - **Citation database :**
 - Provide a descriptive record of an item, but the item itself is not provided in the database. Information about the item is provided, including such things as author, title, subject, publisher, etc. The information provided is called a citation.
 - **Full-text database :**
 - Provide not only citation but full-text as well.
 - Note: Most of articles in full text database provide full text, but depends on author's authorization.

USING E-DATABASES

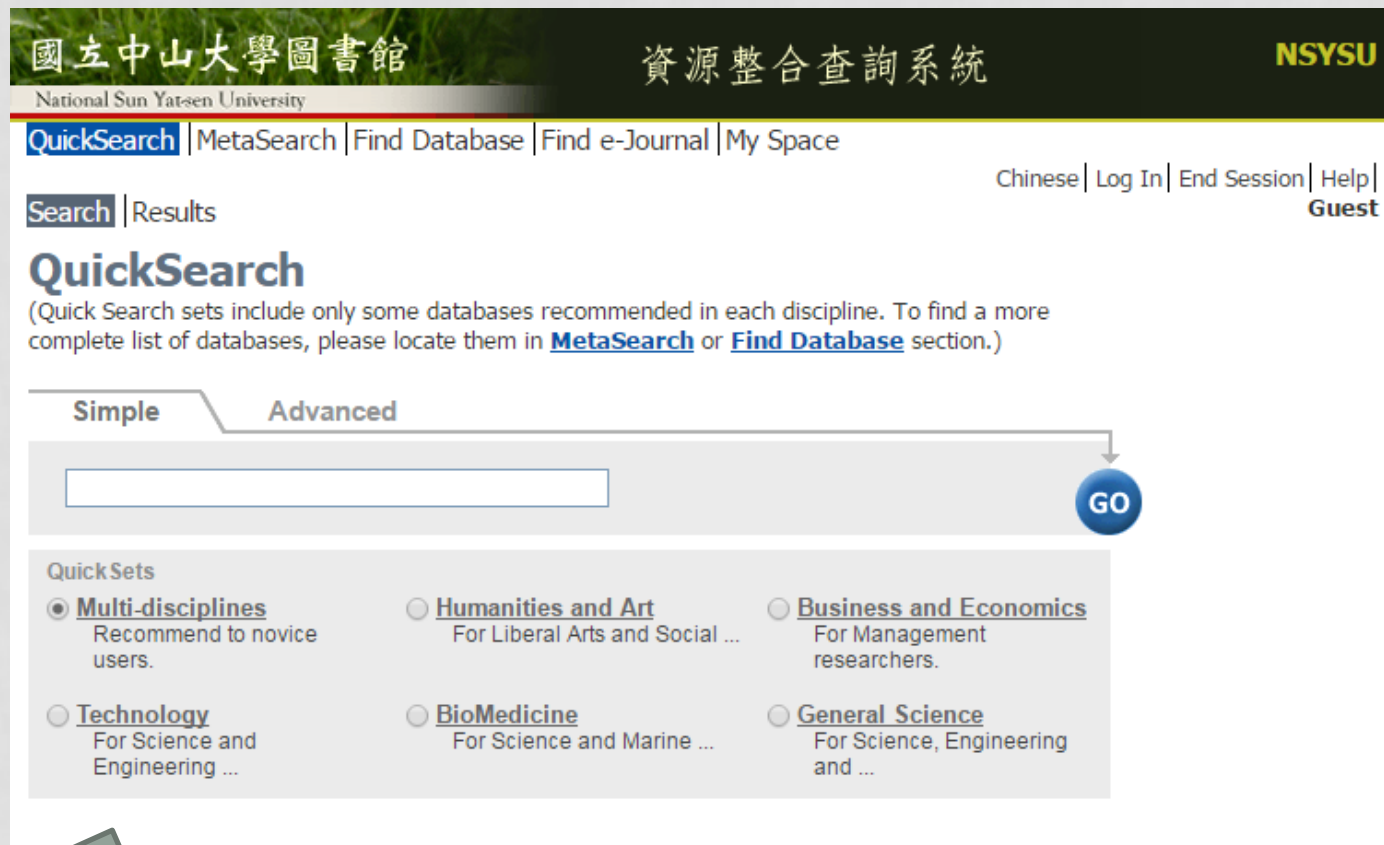
Link to MetaLib search service.



Library Service

- Library Catalogs
- Reader's Services
- Donating to Library
- Recommend a Purchase
- eThesys
- Circulation Rules
- Your Library Account
- Find e-Journal
- Find Database**

Find Database



國立中山大學圖書館 National Sun Yat-sen University 資源整合查詢系統 NSYSU

[QuickSearch](#) | [MetaSearch](#) | [Find Database](#) | [Find e-Journal](#) | [My Space](#)

[Chinese](#) | [Log In](#) | [End Session](#) | [Help](#) | [Guest](#)

[Search](#) | [Results](#)

QuickSearch

(Quick Search sets include only some databases recommended in each discipline. To find a more complete list of databases, please locate them in [MetaSearch](#) or [Find Database](#) section.)

[Simple](#) / [Advanced](#)

[GO](#)

QuickSets

- ☒ **Multi-disciplines**
Recommend to novice users.
- ☐ **Humanities and Art**
For Liberal Arts and Social ...
- ☐ **Business and Economics**
For Management researchers.
- ☐ **Technology**
For Science and Engineering ...
- ☐ **BioMedicine**
For Science and Marine ...
- ☐ **General Science**
For Science, Engineering and ...

USING E-DATABASES

國立中山大學圖書館

資源整合查詢系統

NSYSU

National Sun Yat-sen University

[QuickSearch](#) | [MetaSearch](#) | [Find Database](#) | [Find e-Journal](#) | [My Space](#)

Chinese | [Log In](#) | [End Session](#) | [Help](#)

Search | **Results**

Guest

QuickSearch Results

Search for "citizen participation" in "Multi-disciplines" found 28186 results

[Table View](#) [Brief View](#) [Full View](#)

[Summary](#)
Sort by: Rank ▼

1- 10 of 60 records retrieved ([retrieve more](#)) [MetaSearch](#)

<< <Previous [Next](#) >>

No.	Rank	Author	Title	Year	Database	Action
1	100%	Mark L. Flear	A Human Rights Perspective on Citizen Participation in the EUs Governance of New TechnologiesHuman Rights Perspective on Citizen Participation in the EUs Governance of...considers the EUs approach to citizen participation in the governance of new...on the interplay between citizen participation and human rights, the article...	2010	Oxford Journals (Oxford University Press...	 
2	100%	Glenn A. Bowen	An analysis of citizen participation in anti-poverty programmesresearch-article Articles An analysis of citizen participation in anti-poverty programmes...edu This article explores citizen participation, describing levels, forms...research sought evidence of citizen participation in social fund	2008	Oxford Journals (Oxford University Press...	 

Search Results

Use these options to limit your search to specific sources.

Topics

- [Citizen participation ... \(21\)](#)
- [In This Paper \(7\)](#)
- [Rural \(7\)](#)
- [Actors \(6\)](#)
- [Science \(6\)](#)



Dates

- > [2017 \(29\)](#)
- > [2016 \(4\)](#)
- > [2010 \(3\)](#)
- > [2008 \(3\)](#)
- > [2013 \(3\)](#)



Authors

- > [Mark L. Flear \(2\)](#)
- > [Other \(58\)](#)

Journal Titles

- > [Policing & Society \(3\)](#)
- > [Journal of Cleaner Pro... \(2\)](#)
- > [Computers in Human Beh... \(2\)](#)
- > [Environment & Planning... \(2\)](#)

USING E-DATABASES

Click **Find it** to open SFX(e-journal service link) window

1- 10 / 141 筆結果已取回 (取回更多筆數) [整合查詢](#)

No.	相關度	作者	題名	年代	資源	Action
1	100%	Hannah Rogers	Amateur Knowledge	2011	Project Muse	

Click **Go** to connect to database website

Open full-text html or download PDF

SFX by Ex Libris Inc. - Google Chrome

140.117.120.247:3210/nsysu

Nation Sun Yat-Sen University
Office of Library and Information Services
國立中山大學圖書與資訊處 Find It NSYSU

ExLibris SFX Language: English

Title: Amateur Knowledge
Source: Configurations [1063-1801] Hannah, Rogers yr:2011 vol:19 iss:1

Full text available via Project Muse Premium Collection

Year: 2011 Volume: 19 Issue: 1 Start Page: **Go**

Browse > Literature > Configurations

Volume 19, Number 1, Winter 2011
Table of Contents

Articles

Stories, Skulls, and Colonial Collections
pp. 1-23
DOI: 10.1353/con.2011.0002

From: Configurations
Next Issue
Previous Issue

HTML Download PDF

USING E-DATABASES

List database for judge the usefulness of a database for your search and to access the database.

國立中山大學圖書館

資源整合查詢系統

NSYSU

National Sun Yat-sen University

QuickSearch | MetaSearch | **Find Database** | Find e-Journal | My Space

Chinese | Log In | End Session | Help | Guest

Find Database | **Database List** | Find Database

Database List

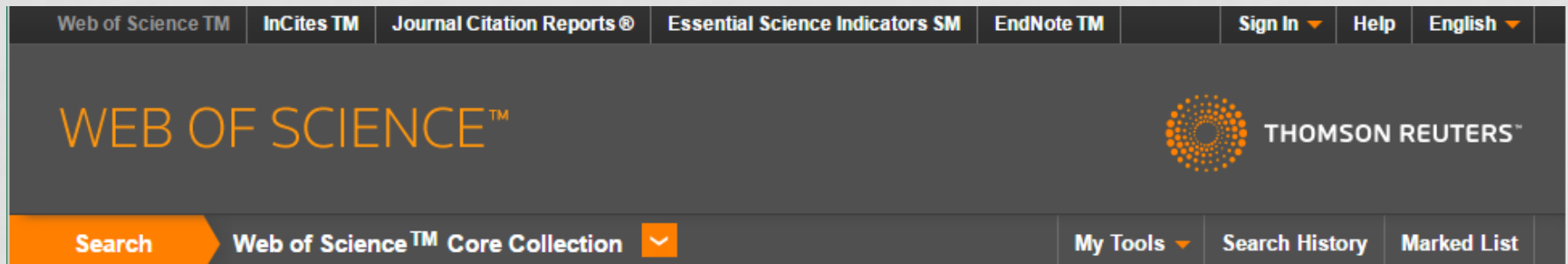
Search for "Category=College, Sub-Category=ALL" found 29 Databases

Table View Brief View

Academic - IEL	Go to MetaSearch	<Previous	Next>
Database Name	Type	Actions	
Academic Search Premier(EBSCO)	Full Text	i	+ Q
ACM Digital Library	Full Text	i	+ Q
Business Source Complete (EBSCO)	Full Text	i	+ Q
Cambridge Journals Online	Full Text	i	+ Q
CSA Worldwide Political Science Abstracts (CSA) (ProQuest XML)	Full Text	i	+ Q
EconLit (EBSCO)	Full Text	i	+ Q
Education Research Complete (EBSCO)	Full Text	i	+ Q
Emerald Fulltext (Emerald)	Full Text	i	+ Q
ERIC (EBSCO)	Full Text	i	+ Q
IEL	Full Text	i	+ Q
Academic - IEL	Go to MetaSearch	<Previous	Next>

RECOMMEND DATABASES

- General database
 - **Web of Science (WOS)** (Citation database)
 - Including **Science Citation Index Expanded (SCIE)** & **Social Sciences Citation Index (SSCI)**.
 - Coverage over 50,000 scholarly books, 12,000 journals and 160,000 conference proceedings.
 - **Not a full-text database**, it is an index of peer-reviewed resources that links to other databases that provide full-text copies.



RECOMMEND DATABASES

- **Database**

Social Science

Education Research Complete (full text)

PsycArticles (full text)

JSTOR Arts & Sciences Collection (full text)

Project Muse (full text)

Humanities and Art

JSTOR Arts & Sciences Collection (full text)

MLA Bibliography (Citation)

Music Index (Citation)

Oxford Music Online (full text)

Project Muse (full text)

RILM Music Literature (Citation)

RECOMMEND DATABASES

- **Database**

- Business and Economics**

- Business Source Complete (EBSCO)(full text)

- EconLit (Citation)

- Emerald Fulltext (full text)

- JSTOR Arts & Sciences Collection (full text)

- Project Muse (full text)

- Public Affairs**

- JSTOR Arts & Sciences Collection (full text)

- Technology and BioMedicine**

- MEDLINE (Citation)

- Royal Society of Chemistry (full text)

- ACM Digital Library (full text)

- IEL (full text)

OFF CAMPUS ACCESS

國立中山大學電子資源使用認證 National Sun Yat-sen University Electronic Resources User Validation

學生(學號), 教職員(員工編號) :

Student ID / Alien Resident Certificate Numbers / Residence Permit / Passport Number for exchange students

學生(選課密碼), 教職員(SSO密碼) :

Course Selection Password / SSO password

驗證碼(請輸入與下圖相同的文字) :



Please enter the characters you see in the image

確定 (Submit)

(學生、教職員) 查詢 [密碼](#)

(教職員) 查詢 [SSO員工編號](#)

- To access e-resources follow the links from the Library website or the Library catalogue.
- These links will usually take you straight to the NSYSU Web Sign-on screens where you will need to enter your NSYSU student account ID and password.

- You should then be taken straight to the e-resource you selected with access to NSYSU subscribed content.
- Access will usually be the same whether you are off-campus.

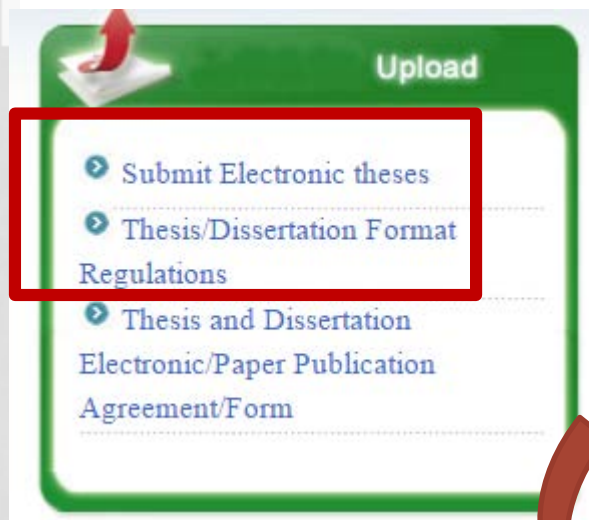
THESIS SUBMISSION



eThesys website:
For thesis submission and
NSYSU theses search.



THESIS SUBMISSION



Note: Read Thesis Format Regulations before edit and upload thesis.

eThesys 國立中山大學學位論文全文系統

歡迎使用eThesys國立中山大學學位論文全文系統 | Welcome to NSYSU eThesys thesis system

本系統之服務項目：
The services of this system:

- 論文登入：初次登入系統者將進行填寫論文資料。
Thesis submission: Submit thesis information on first time login.
- 論文維護：論文資料填寫完成後，將上傳論文PDF檔案，檢視審查狀況、下載相關表單和修改已登入的論文資料。
Thesis maintenance: Upload the thesis PDF file after the thesis information has been submitted, available to check on approval inspection status, acquire related forms and documents, and modify submitted information.
- 論文檢視：審核通過之後的論文將可以檢視論文記錄和下載相關表單。
Thesis review: Approved thesis will be available for reviewing submission history, and acquire related forms and documents.

請選擇以下其中一種登入方式 | Please choose a login method

學生信箱 | Student mailbox
使用學生信箱之帳號與密碼登入
Login with student's email and password

SSO單一認證 | SSO single sign-on
使用與選課系統相同之帳號與密碼登入
Login with username and password that same with the course selection system

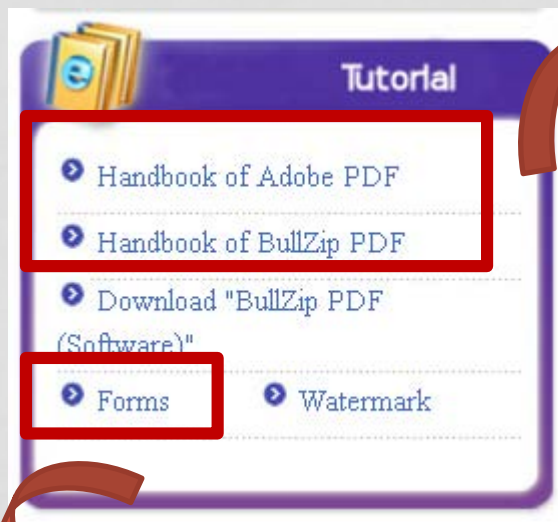
帳號
Username

密碼
Password

登入 | Login

若忘記選課系統的帳密，請在此查詢。
For password inquiry, please [visit this page](#).

THESIS SUBMISSION



1. Application for Thesis Authorization Alteration or Replacement.
2. Authorization Letter of the graduation procedure.

NSYSU eThesys system

A manual helping you to convert files in PDF

Table of Context

A.	Notes on Conversion to PDF File	1
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INTERLIBRARY LOAN

- **Interlibrary Loan**

- Interlibrary Loan is a service for faculty, staff and registered students, allows users to borrow physical material from other libraries and research institutes, as well as obtain copies of articles or chapters from titles that are not held by NSYSU Library.

- **What can be requested on Interlibrary Loan?**

- Books and multi-volume works
- Conference proceedings
- Dissertations (Selected chapters or pages)
- Selected bound journal volumes
- Selected articles from journals
- Selected book chapters

INTERLIBRARY LOAN

- **Interlibrary Loan Response Time**
 - Available materials usually arrive within 2 weeks, but in some cases may take longer. Most articles are received in about 3-7 working days. For faster response times, try [RapidILL](#).
- **Interlibrary Loan Cost, Period & Overdue Fines**
 - Cost & loan period policies vary according to the lending institution.
- **Notification**
 - Notice will sent to your e-mail when requested material arrives.
- **Pick-Up And Return Locations**
 - 3F Circulation desk.
 - Please note that all materials are not available as PDF images.

INTERLIBRARY LOAN

- **How To Place Request**

- (**Nationwide Document Delivery Service / NDDS**)

- All Interlibrary loan request must apply via NDDS website.
 - Login to your NDDS Interlibrary Loan account to place your request.
 - First-time users will be required to register before proceeding.



INTERLIBRARY LOAN

Please refer to the User Guide for further instruction on NDDS website.

For Users [Chinese](#)

ID

[Login](#)

[Request an Account](#)

[Forgot Password](#)

User Guide

- ▶ How to Apply for Account
- ▶ How to Update Profile
- ▶ How to Apply for Document
- ▶ How to Check Status of Requests

圖書館服務資訊 Library Info

- ▶ 複印件收費一覽表
Photocopy Price List
- ▶ 圖書件收費一覽表
Interlibrary Loan Price List
- ▶ 合作聯盟收費一覽表
Teaching Resource Centers Price List
- ▶ 各館服務電話
NDDS Library Phone Book

文獻查詢 / 申請 SEARCH / ORDER

Union List of Serials (English Version)

學術會議論文 (1988-2009)
Conference Papers

博碩士論文 (STPI 館藏 1994-2004)
Dissertations & Theses

國科會研究報告 (1971-2001)
NSC Research Reports

政府研究資訊系統 (GRB)
Government Research Bulletin

CONCERT電子期刊聯合目錄
Union List of Electronic Journals

臺灣期刊論文索引系統
PerioPath Index to Taiwan Periodical Literature System

全國圖書書目資訊網
NBINet (National Bibliographic Information Network)

臺灣博碩士論文系統
National Digital Library of Theses and Dissertations in Taiwan

REAL館藏整合查詢
REAL (Research All in One)

國外相關連結

美國NLM期刊文獻檢索系統
PubMed

全球專利資訊檢索
Global Patent Information

全球工業標準
IHS Standards Documents

國內相關連結

大學校院圖書館
College/University Libraries

研究與公共圖書館
Research/Public Libraries

各區區域教學資源中心
Taiwan Teaching/
Learning Resource Centers

科技政策中心



RapidILL

- **Rapid ILL for Articles**

- With Rapid ILL (Interlibrary Loan), you can order journal articles not owned by NSYSU Library.
- Just complete the Rapid ILL form located on the library's website or [Here](#).
- If available, article can be pick-up within approximately 1-4 working days.
- Notice will sent to your e-mail when requested material available.

西文期刊快速傳遞服務 RapidILL

國立中山大學西文期刊快速傳遞服務認證

National Sun Yat-sen University Rapid ILL User Validation

學生(學號), 教職員(教職員
編號) :

Student ID / SSO Account

學生(選課密碼), 教職員
(SSO密碼) :

Course Selection Password / SSO password

LIBRARY CONTACTS

- **Ask A Librarian, Comment or Suggestion.**
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