**CTX Library** is here to support all your research needs for your EDD program and especially any research needs for your dissertation. To reach the library, you can get there from any Blackboard course page or just log into the main library page: www.concordia.edu/library.

An initial search often begins with *"Jump Start,"* our EDS discovery search, to pull up all library resources from all 150 plus database platforms to which the library subscribes. Make sure to use the advanced search link to really craft more sophisticated searches. As soon as you try to open a resource on the results list, you'll need to log in (using your email addresses – @ctx.edu – and password). If you use individual databases from vendors like ProQuest, EBSCO, Gale, and get only a citation and abstract, remember that you may want to check "Publications Finder" (the third link under the Databases tab on the main "Jump Start" box) to make sure that we don't have full-text access in another platform. But also be aware that some databases, like EBSCO's Mental Measurements Yearbook, may have very specific resources that can only be found by accessing that database directly. Make sure to familiarize yourself with all the tabs on "Jump Start": basic and advanced searches, databases, ebooks, and the library catalog.

We also have tools on the library webpage. The most powerful one for your use is *APA Style Central*. This tool is found on the Databases Tab under the "Databases by Subject" (under "Education") or "Databases by Title" links. This tool is most effective when used regularly. Check in with the library for more details.

To get a hold of one of the librarians (Mikail, Marcus, or Agatha) during your time at CTX, you have several options:

>Phone **512-313-5050**
>Text **512-981-7550**
>Email **library@concordia.edu**
>Or you can take a chance by emailing us separately if you have a specific question or need to follow up: **https://www.concordia.edu/resources/ctx-library/about-the-library/library-staff.html#Librarians**

>Or Chat – the *AskAcademic* box (on the lower right of the main library page): www.concordia.edu/library. The chat is available 24/7.

We also do *Interlibrary loan (ILL)* via email (library@concordia.edu) if you provide a complete and accurate citation. Check "Publication Finder" (under the "Databases" Tab on "Jump Start") first to ensure that we don't already have it somewhere else in our subscriptions.

Or -- if you want to use other libraries -- you can request *TexShare cards*, which are good for one year from issue, (https://www.concordia.edu/sitefiles/w3/library/CTX_Library.TexShare_Form_07-05-2016.pdf ) that allow check outs from other academic (or large public) libraries throughout the state of Texas. Having a TexShare card may also help you gain access to online use of those libraries' databases (while you are in their library) and make you feel at home using spaces there to study/write/work.

If you are having <u>access problems</u> or <u>forget your password</u>,  it is likely an IT issue:   Let the IT Help Desk know if there is a problem since they control the "active directory") : either call 512-313-4357 or use the wufu form on [www.concordia.edu/helpdesk](www.concordia.edu/helpdesk) for best service  (click on "IT Request" button).

Sincerely,
*Mikail*

Ms. Mikail McIntosh-Doty, MA, MLIS, MAR
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