

## Long Beach City College Library Services for Students

### Pacific Coast Campus Library (PAC)

1305 E. Pacific Coast Highway  
Long Beach, CA 90806  
Circulation Desk: (562) 938-3029  
Reference Desk: (562) 938-3028

#### Fall / Spring Hours

Mon - Thurs 8AM - 9PM  
Friday - 8AM - 2:30PM  
Saturday - 10AM - 2PM  
Sunday - CLOSED

### Liberal Arts Campus Library (LAC)

4901 E. Carson Street  
Long Beach, CA 90808  
Circulation Desk: (562) 938-4231  
Reference Desk: (562) 938-4232

#### Fall / Spring Hours

Mon - Thurs 7AM - 10PM  
Friday - 7AM - 4PM  
Saturday - 10AM - 4PM  
Sunday - CLOSED

## 1

### Books and Services at the Long Beach City College Library (PCC and LAC)

#### Research Centers (Computers & Computer Printers)

- The computers in the Library's research center are connected to black and white printers and to the Internet. A great place to write your papers!
- Black & white prints .10¢ (cash or coin only).
- The research center **opens** at the same time as the library, but closes **15-30 minutes before** the library does.

#### Course Reserves Collection

- Consists of material put on reserve by instructors.
- Not all textbooks used at Long Beach City College are in this collection
- You will need your valid LBCC student ID to check out books from the Library.
- Most reserve books *can be checked out for 2 hours at a time and must remain in the Library.*
- There are photocopiers in the Library near the reference desk.

#### Photocopiers

- There are photocopiers available next to the *Reference Collection* (first floor at LAC) and the *study tables* (at PCC).
- Black & white prints .10¢ (cash or coin only).

#### Reference Collection

- Consists of encyclopedias and dictionaries that cover many subject areas.
- These sources are an excellent starting point to more in-depth research within our book collections and the online databases.
- Reference books *cannot* be checked out from the Library.

#### Main Collection

- Most of the books in the Library are located here.
- Books listed under "*Book Shelves*" may be checked out from the Library for three weeks with a current Long Beach City College student ID, and may be renewed.
- With your LBCC student ID, you will be able to borrow books from the CSU Long Beach Library, too! (**Not** Course Reserves)

#### Interlibrary Loan

- To request books, articles, and other resources not available in the LBCC Library, use the Library's **free** Interlibrary Loan Service. <http://lib.lbcc.edu/ill.cfm>. The requested items may take up to 10 working days for it to be received.
- Unfortunately, textbooks are not loaned from other libraries.**

## 2

### Finding Books and e-Books in the LBCC Library (PCC and LAC)

This is the *Long Beach City College Library* homepage.

- Click **Books/Media** for books.
- Click **Textbooks** for books in the Reserves Collection.

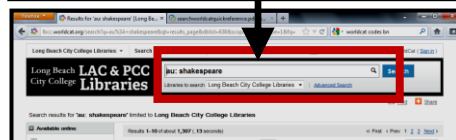


If you want to narrow your search by **title**, **author**, or **keyword** use:

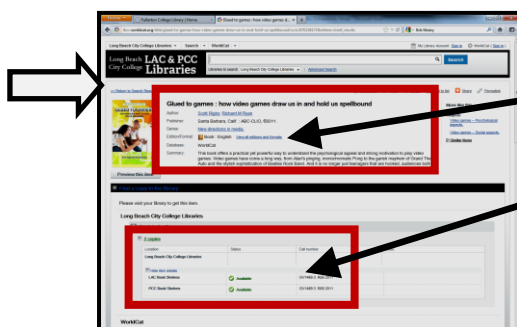
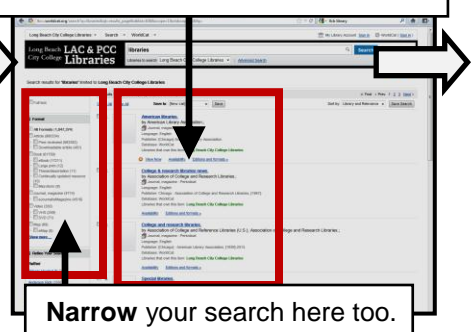
Search for the **book's title**.  
Example: **ti: Romero and Juliet**

Search for the **author's name**.  
Example: **au: Shakespeare**

Search by **keyword**.  
Example: **kw: English Plays**



Books available at the LBCC libraries are here. Click on a book's title. You will find the book's location and call number.



Information about the book you have selected. The edition of the book will also be listed here.

The book's location and call number will be here. Please remember that there are two libraries at LBCC.

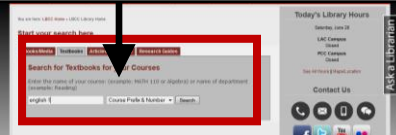
**LAC (Liberal Arts Campus) PCC (Pacific Coast Campus)**

### 3 Finding Textbooks in the LBCC Library (PCC and LAC)

The LBCC Library have a few of the textbooks used on campus. Not all textbooks are available.

From the LBCC Library homepage, click on the **Textbooks** tab. Type in the course title and (if possible) the course number.

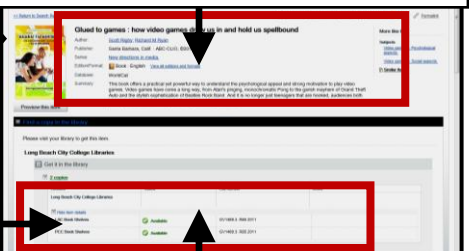
Example: **English 1**  
Example: **Math 130**



Look for your course in the list that appears on the screen. Find the **course title** and **number** in the list below. Click the course title.



Information about the textbook and which edition it is. This is important since there are differences between older editions of the same textbook.



- **Reserve Collection:** These books may only be checked out for 2 hours and must remain in the library at all times.
- Also, which campus the book may be found at:  
**LAC (Liberal Arts Campus)**  
**PCC (Pacific Coast Campus)**

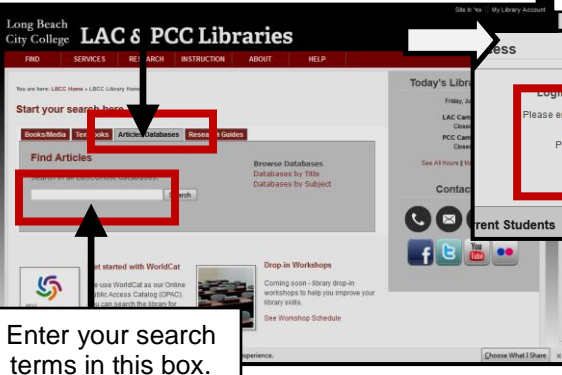
The book's **location** and **call number** will be here.

- Please write down the **entire call number, instructor's name, and location** before going to the Course Reserve counter.

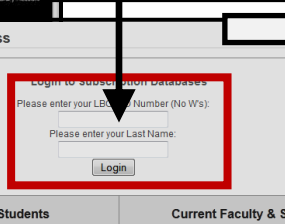
### 4 Finding Magazine and Journal Articles in EBSCOhost Premier Collection (Online)

This is the *Long Beach City College Library* homepage.

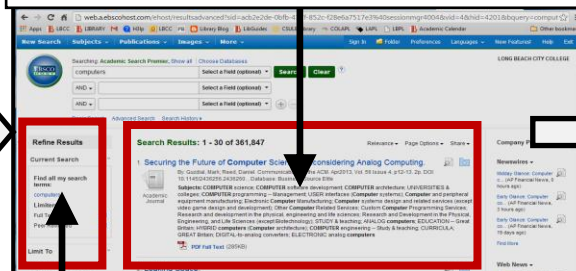
- Click the tab **Articles/Databases** in order to find articles and topics for your research paper.



If you are off-campus, you need to enter your **student number** (without the "W") and your **last name**.



The articles that will appear are from the EBSCOhost database. Click on an article's title to read the entire article.



**Refine Results:**

**Full Text:** Narrow your search results to full-text articles.

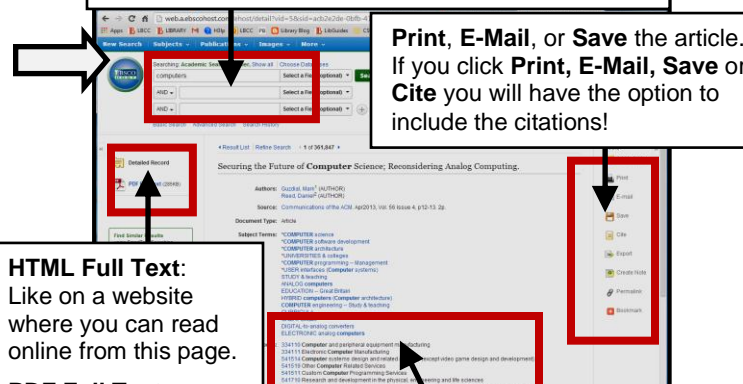
**Publication Date:** Limit your results by moving the slider to the years you want.

**Academic Journals:** Check the box to narrow your search.

If you click the title of the article, you will find it in full-text. You may narrow your search by adding words to the search boxes.

**Print, E-Mail, or Save the article.** If you click **Print**, **E-Mail**, **Save** or **Cite** you will have the option to include the citations!

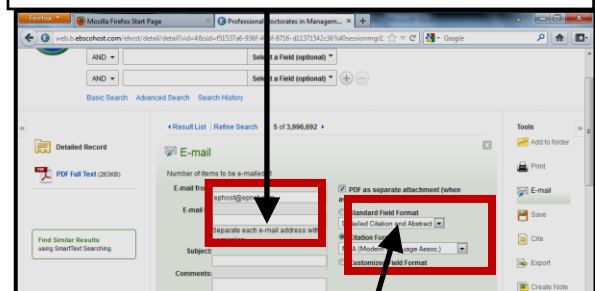
If you click **E-mail**, this window will pop open. Enter your email address here. Then find **Citation Format** to the right.



**HTML Full Text:** Like on a website where you can read online from this page.

**PDF Full Text:** An exact copy of the article as it appeared in print.

**Abstract:** A summary of the article. Read this before deciding on reading the entire article!



**Citation Format:** Select the citation format you would like to use. MLA, APA, Chicago / Turabian, etc. and then click **Send**. The article will be emailed to you along with the citation format you selected!

\*Please proofread the citation sent to your email since sometimes the APA citation may have errors.