ZU Libraries Workshop

How to find an article or book when you already know the bibliographic information:

1. **Identify the citation.** Is it a book, a book chapter, a journal article, a conference proceeding, or some other kind of publication?

2: **If it is a book:**
   - Look in the **Library Catalog** to see if we have it.
   - If we don’t have it, then check the **LIWA Catalog** to see if we can get it from HCT or UAEU.
   - If they don’t have it, time to use **Interlibrary Loan**.

**References**


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**Books**

**Articles**

We don’t have this book. Check LIWA.

Your entry **gaining influence in public relations** would be here -- Search as Words --
3. **If it is an article**: Search the Full Text eJournal Search to see if we have the article. In this search, look for the name of your journal.

4. **If we have the journal**, look at the holdings information (dates) for the journal. Click on one of the databases that has your journal article, including the correct dates, and you will now be able to locate the article in the appropriate database.

5. **If we don’t have the journal**, it is time to request the article from Interlibrary Loan.