NELSON MANDELA UNIVERSITY

LIBRARY AND INFORMATION SERVICES

ELECTRONIC INFORMATION RESOURCES

2019

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1. INTRODUCTION

The purpose of the brochure is to give an overview of the electronic information resources available to the Nelson Mandela University staff and students. Library and Information Services (LIS) provide access to these resources.

Please note: *Information and screen captures are correct at the time of print but are subject to change without prior notice.*

 Visit us at **http://library.mandela.ac.za** for the latest information.

2. TUTORIALS/GUIDES TO ELECTRONIC INFORMATION RESOURCES

Tutorials and guides on electronic information resources are available on the Nelson Mandela University iLearn site: **Library on iLearn**

- Go to the Library website: http://library.mandela.ac.za

Click

3. OFF CAMPUS ACCESS TO ELECTRONIC INFORMATION RESOURCES

You can access most LIS electronic information resources from off campus if you have **created a Library PIN**.

If you have not created a Library PIN before, please follow instructions in section (3.1).

You will be required to verify yourself as a Nelson Mandela University student or staff member by filling out the following form:

SEALS SOUTH EAST ACADEMIC LIBRARIES SYSTEM

Library Account Login for off campus users of NMMU, Rhode[...]s

Library Account Login

Surname

Type your surname in this box.

Barcode

Nelson Mandela University staff/students cards WITHOUT num[...]ted below the barcode, type in s and your staff/student number (e.g. s12345). Cards WITH number[...]d below the barcode, type in those numbers (e.g. 2000000000)5

Rhodes students: enter 6 and student numbe[...].g. 612M1234

Type **s** and your **student no**.(**new cards**) or library **barcode** (**old cards**) in this box.

Enter PIN or leave blank if no PIN

Enter your Library PIN. **If you have not created a PIN before follow the instructions under 3.1.**

If you created a PIN before, but forgot it, click here.

Submit

Login Help | Forget Your PIN? | Home

3.1   HOW TO CREATE A LIBRARY PIN

PLEASE NOTE:

You must be a registered library user (you are required to register every year). You can register with your current Nelson Mandela University student or staff card at your nearest branch library.

- Go to the Library website: http://library.mandela.ac.za

USEFUL LINKS
- My library record

- On the library website, click on **My library record** and proceed as follows:

On the next screen, complete only the first two text boxes. Click on *Submit*.

NELSON MANDELA
UNIVERSITY

Change the world
Library & Information Serivces

Library Login

Surname

Type your surname in this box.

Barcode

Nelson Mandela University staff/students cards WITHOUT numbers printed below the barcode, type in s and your staff/student number (e.g. s12345). Cards WITH numbers printed below the barcode, type in those numbers (e.g. 2000000000)

Type **s** and your **student no**. (**new cards**) or library **barcode** (**old cards**) in this box.

Leave this box **blank** if you have not created a PIN before.

Enter PIN or leave blank if no PIN

If you created a PIN before, but forgot it, click here.

Submit

Click *Submit*.

| Forget Your PIN? | Home | Login Help

On the next screen, you can enter a PIN.

Please enter a new PIN.

Library Login

Surname

van der sandt

Barcode

Nelson Mandela University staff/students cards WITHOUT numbers printed below the bar
your staff/student number (e.g. s12345). Cards WITH numbers printed below the barcod
numbers (e.g. 2000000000)

••••••••••

Enter PIN or leave blank if no PIN

Leave this text box blank.

Please enter your new PIN information here

New PIN

Choose your own PIN: either a word/numbers or a combination, but not longer than 8 characters.

Retype new PIN

Confirm your PIN again.

Click on *Submit*.

Submit

Home | Login Help

If at this stage you encounter error messages like in the following example, please contact the following telephone numbers:

041 504 3410 / 041 504 3851 / 041 504 2044

:

Sorry, the information you submitted was invalid. Please try again.

4.   DATABASES

The Nelson Mandela University LIS subscribes to various selected databases that provide comprehensive access to scholarly publications. Library databases are searchable online catalogues or indexes that contain information (citations, abstracts and/or full text) of journal articles, reference works, books and other documents. Most of these resources can be searched on-campus and off-campus unless otherwise indicated.

Please consult your faculty librarian and information librarian at each campus library if you experience problems in searching for information.

Scheduled training sessions in information resources will be advertised and training can also be provided on request at each campus library.

4.1   ACCESS TO DATABASES VIA LIBRARY WEBSITE

- Go to the Library website: http://library.mandela.ac.za
- On the library website, click on ▤ **Online databases**
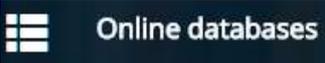
Some web browsers may cause problems in some databases. Google Chrome web browser works on most database platforms.

Off campus access

When working off campus, you need to verify yourself as a Nelson Mandela University student or staff member by completing a form with your details and a Library PIN, see section 3.

4.2   ACCESS TO DATABASES VIA CLASSIC CATALOGUE

- Go to the Library website: http://library.mandela.ac.za
- On the library website, click on ▤ **Classic catalogue**
- On the Classic Catalogue website, click **Electronic Resources**
- Under the heading *Electronic Resources*, click **Electronic Resources**   Interli
  Find all e-resources
  Find fulltext journals and e-books

4.3   LIST OF DATABASES

Visit us at **http://library.mandela.ac.za/Information-resources/Databases** for the latest list of databases.

ACCESSENGINEERING
AccessEngineering provides the full text of books in 12 major engineering disciplines: Biomedical, Business Skills, Chemical, Civil, Communications, Electrical/Electronics, Energy/Petroleum, Environmental/Sustainable, Industrial, Mechanical, and Operations Management. Schaum's Outlines are also available in full text.

ACCESSPHARMACY
AccessPharmacy from McGraw-Hill is an online curricular resource designed to meet the changing demands of pharmacy education. A flexible resource, *AccessPharmacy* allows students to select a core curriculum topic, browse by organ system, review textbooks, or search across leading pharmacy online references.

ACCESSSCIENCE
AccessScience delivers the latest content of the trusted *McGraw-Hill Encyclopedia of Science & Technology* and the *McGraw-Hill Dictionary of Scientific and Technical Terms.*

AFRICAN WRITERS SERIES

For over 40 years, Heinemann's *African Writers Series* published the key texts of modern African literature. It has a unique importance in the history of postcolonial writing. This online edition includes over 250 volumes of fiction, poetry, drama and non-fictional prose, including works by Chinua Achebe, Ama Ata Aidoo, Steve Biko, Buchi Emecheta, Nadine Gordimer, Bessie Head, Doris Lessing, Nelson Mandela, Dambudzo Marechera, Christopher Okigbo, Okot p'Bitek and Tayeb Salih.

ALUKA

Aluka is an international, collaborative initiative with the aim of building an online digital library of scholarly resources from and about Africa.

AMERICAN INSTITUTE OF PHYSICS SCITATION

Scitation gives access to current, cutting edge research plus an archive of seminal physics content that support the study and advancement of physics and related discipline including physics, chemistry, geosciences, engineering and acoustics

BIOMED CENTRAL

BioMed Central is a STM (Science, Technology and Medicine) publisher of 250 open access, online, peer-reviewed journals.

BRITISH PHARMACOPOEIA

The *British Pharmacopoeia (BP)* is the national pharmacopoeia of the United Kingdom. It is an annually published collection of quality standards for UK medicinal substances.

BUILDING TYPES ONLINE

Large international collection of contemporary buildings, from housing and offices to museums, schools and other building types. Focus on floor plans and other architectural drawings in unrivalled quality. A large part of the drawings are vector-based.

CAMBRIDGE CORE

Cambridge Core is the home of academic content from Cambridge University Press and contains over 1.6 million journal articles and 36,000+ books.

CSIRO

CSIRO Publishing operates as an editorially independent science publisher within the Commonwealth Scientific and Industrial Research Organisation (CSIRO) and covers a wide range of scientific disciplines, including agriculture, plant and animal sciences, chemistry, health and the environment.

DOAJ (Directory of Open Access Journals)

DOAJ is a community-curated online directory that indexes and provides access to high quality, open access, peer-reviewed journals.

EBSCOHOST

EbscoHost is a gateway to multi-disciplinary and subject-specific databases. Several databases can be selected and searched simultaneously. Please note that all databases are selected by default. Please click on "*Select / deselect all"* to deselect and choose relevant databases by marking the check boxes to the left of the database names.

Academic Search Complete is the world's most valuable and comprehensive scholarly, multi-disciplinary full-text database*.*
AHFS Consumer Medication Information is a trusted source and recognized standard for patient drug information, available in both English and Spanish. Published by the American

Society of Health-System Pharmacists, AHFS includes more than a thousand drug information monographs written in lay language for consumers.

Art & Architecture Source covers a broad range of related subjects, from fine, decorative and commercial art, to various areas of architecture and architectural design. Providing over 600 full-text journals, more than 220 full-text books, and a collection of over 63,0000 images, it is designed for use by a diverse audience, including art scholars, artists, designers, students and general researchers.

Avery Index to Architectural Periodicals is the only comprehensive American guide to the current literature of architecture and design. The index covers international, scholarly and popular periodical literature, including publications of professional associations; US state and regional periodicals; and major serial publications in the architecture and design of Europe, Asia, Latin America and Australia.

Business Source Complete provides coverage in all disciplines of business, including marketing, management, accounting, finance and economics.

CI**NAHL with Full** Text is collection of full text for nursing & allied health journals, providing full text for more than 610 journals indexed in CINAHL®. This authoritative file contains full text for many of the most used journals in the CINAHL index, with no embargo. Full-text coverage dates back to 1981.

Communication & Mass Media Complete incorporates *CommSearch* and *Mass Media Articles Index* to create an in-depth resource in communication and mass media.

eBook Collection (EBSCOhost) contains all of the full text eBooks purchased from EBSCO.

E-Journals provides article-level access for thousands of e-journals.

ERIC, the Education Resource Information Center, provides access to education literature and research. The database provides access to information from journals included in the *Current Index of Journals in Education* and *Resources in Education Index*.

European Views of the Americas is a valuable index for libraries, scholars and individuals interested in European works that relate to the Americas. This resource was created from "European Americana: A Chronological Guide to Works Printed in Europe Relating to The Americas, 1493-1750," the authoritative bibliography that is well-known and respected by scholars worldwide.

GreenFILE offers well-researched information covering all aspects of the human impact on the environment. Its collection of scholarly, government and general-interest titles includes content on global warming, green building, pollution, sustainable agriculture, renewable energy, recycling and more.

Health Source: Consumer Edition provides information on many health topics including the medical sciences, food sciences and nutrition, childcare, sports medicine and general health.

Health Source: Nursing/Academic Edition focuses on many medical disciplines. It also features the AHFS Consumer Medication Information, which covers 1,300 generic drug patient education sheets with more than 4,700 brand names.

Humanities International includes all data from Humanities International Index (more than 2,300 journals and more than 2.9 million records) plus unique full text content, much of which is not found in other databases.

INSPEC covers electrical engineering, electronics, communications, control engineering, computing, information technology, manufacturing, production, and mechanical engineering.

Library, Information Science & Technology Abstracts *(LISTA)* indexes more than 500 core journals, more than 50 priority journals and 125 selective journals; plus books, research reports and proceedings. Subject coverage includes librarianship, classification, cataloguing, bibliometrics, online information retrieval, information management and more.

Literary Reference Center Main Edition (LRCME) is a comprehensive literary reference database, which provides users with a broad spectrum of reference information from antiquity to the present day. LRCME is a comprehensive database that combines information from many sources including books, monographs, reference works, literary journals, and unique sources not available anywhere else.

MasterFILE Premier is a multidisciplinary database that provides full text for nearly 1,700 periodicals with full-text information dating as far back as 1975. Covering virtually every subject area of general interest, MasterFILE Premier also contains full text for nearly 500 reference books and over 164,400 primary source documents, as well as an Image Collection of over 592,000 photos, maps & flags.

MathSciNet® via EbscoHost is an electronic publication of the American Mathematical Society (AMS) offering access to a carefully maintained and easily searchable database of reviews, abstracts and bibliographic information for much of the mathematical sciences literature.

MEDLINE provides authoritative medical information on medicine, nursing, dentistry, veterinary medicine, the health care system, pre-clinical sciences, and much more. Created by the National Library of Medicine, MEDLINE uses MeSH (Medical Subject Headings) indexing with tree, tree hierarchy, subheadings and explosion capabilities to search citations from over 5,400 current biomedical journals.

Music Index is a comprehensive guide to music periodicals and literature featuring digitized content from 1970 to present. Topics concerned with every aspect of the classical and popular world of music are thoroughly categorized and organized according to the framework of an internal Subject List which includes both Subject and Geographic headings. Covering all styles and genres of music, *Music Index* duly cites book reviews, obituaries, new periodicals, and news and articles about music, musicians and the music industry.

Newspaper Source provides cover-to-cover full text for hundreds of U.S., international and regional newspapers. In addition, it offers television and radio news transcripts from major networks.

Newswires provides near real-time access to top world-wide news from Associated Press, United Press International, PR Newswire, Xinhua, CNN Wire, and Business Wire on a continuous basis. This collection includes AP Financial News, AP Top News, AP WorldStream, AP U.S. Politics & Government, AP 50 State Reports, UPI Security Industry, UPI Emerging Threats, UPI Business, UPI Entertainment, UPI Sports, UPI Top News, Arabia 2000, and more.

OpenDissertations is an open access database of both historic and contemporary dissertations and theses. It incorporates EBSCO's previously released American Doctoral Dissertations.

PsycINFO*,* American Psychological Association's (APA) is the largest resource devoted to peer-reviewed literature in behavioral science and mental health. It contains records and summaries dating as far back as the 1600s and journal coverage from the 1800s to the present.

Regional Business News incorporates coverage of business journals, newspapers and newswires from all metropolitan and rural areas within the United States.

RILM Abstracts of Music Literature (1967 to Present only) is a music bibliography featuring citations, abstracts, and indexes. Publications originate from 173 countries and are in 143 languages. There are currently over 840,000 records in RILM Abstracts of Music Literature (1967 to Present) on traditional music, popular music, and classical music.

SPORTDiscus with Full Text is the world's most comprehensive source of full text for sports & sports medicine journals, providing full text for 550 journals indexed in *SPORTDiscus*.

Teacher Reference Center provides indexing and abstracts for more than 270 of the most popular teacher and administrator journals and magazines to assist professional educators.

EMERALD

The *Emerald* database provides electronic access to a wide range of journals published by MCB Publishers.

<u>The following subject areas are covered:</u>

Accounting, Auditing & Economics, Built Environment **,** Continuing Professional Development **,** Education, Engineering & Materials Science, Food & Nutrition, General Management, Healthcare Management**,** Hospitality & Services Management, HR Management, Information Management, Logistics & Supply Chain Management**,** Marketing, Operations & Production Management, Public Sector Management, Quality Management and Training**.**

This multi-disciplinary database can be searched and full text articles can be downloaded. Limited full-text is available for articles in engineering.

EMERALD EMERGING MARKETS CASE STUDIES

Emerald Emerging Markets Case Studies (EEMCS) is an online collection of peer-reviewed case studies focusing on business decision making and management development throughout key global emerging markets.

FACULTY OF 1000

Faculty of 1000 identifies and evaluates the most important articles in Biology and Medicine, based on the recommendations of an international 'Faculty' of over 10,000 leading scientists and clinicians.

HEINONLINE

HeinOnline is Hein's premiere online product with more than 90 million pages of legal history available in an online, fully searchable, image-based format. It bridges the gap in legal history by providing comprehensive coverage from inception of more than 1,700 law and law-related periodicals.

IEEE XPLORE DIGITAL LIBRARY

IEEE Xplore Digital Library contains Journals and Magazines, Conference Proceedings, Standards and Books. This comprehensive online collection delivers access to the most vital information in technology today. Covered technologies include: Aerospace & Defence; Automotive Engineering; Biomedical Engineering; Biometrics; Circuits & Systems; Communications; Computer Hardware; Computer Software; Electronics; Energy; Engineering; Imaging; Information Technology; Medical Devices; Nanotechnology; Optics; Petroleum & Gas; Power Electronics; Power Systems; Robotics & Automation; Semiconductors; Smart Grid, Wireless Broadband and much more.

INFOSCI-JOURNALS 2017

IGI Global's *InfoSci-Journals* database is a rapidly expanding full-text collection of peer-reviewed journals that focus on cutting-edge, specialized topics in advanced technology research as well as organizational, managerial, behavioural, and social implications of technology.

INTECH OPEN ACCES

Intech Open is an open access book publisher. The main subject areas covered are engineering, followed by health sciences, life sciences, social sciences and humanities.

JSTOR

JSTOR offers both multidisciplinary and discipline-specific collections:
The **Arts & Sciences I-IV Collections** is an interdisciplinary archive of over six hundred journals in the arts, humanities and social sciences. Each of the four core Arts & Sciences Collections introduces new academic disciplines into the archive.
The **Arts & Sciences Complement** journals may be focused in any of the more than thirty arts, humanities and social sciences disciplines covered by JSTOR. It includes important titles that could not be included in earlier collections and journals that cross discipline boundaries.
The **Biological Sciences Collection** is an interdisciplinary archive of journals covering the life sciences and is JSTOR's first, multidisciplinary collection, branching out into the natural and applied sciences.
The **Health & General Sciences Collection** features important historical scientific journals and top publications in the health sciences, offering published scientific research dating as far back as 1665. The collection includes publications of the Royal Society of London, which extends

back to the seventeenth century, and *Proceedings of the National Academy of Science*, which dates from the early twentieth century. A cluster of titles in nursing and epidemiology is also available through the Health & General Sciences Collection today.

The **Business II Collection** features at least fifty titles including a number of journals that explore the intersections between economics and law, policy and psychology.

JOURNALS@OVID

Journals@Ovid is an aggregate of hundreds of scientific, technical, and medical journals from over 50 publishers and societies.

JUTA LAW JOURNALS

Citied and relied on by the courts for decades, Juta's premier law journals provide in-depth debate on current issues by expert subject specialists.

JUTASTAT Online
SA Criminal Law Reports
SA Law Reports

Please note: Off-campus access is only available to registered Nelson Mandela University students and staff via a VPN connection to the Nelson Mandela University network.

LEXISNEXIS ACADEMIC

LexisNexis Academic provides access to a wide range of international legal materials, as well as news, business, medical, and reference information from nearly 5,000 sources, most of them available in full text. The service covers newspapers, magazines, wire services, legal journal articles and law reviews, federal and state court opinions, federal and state statutes, federal regulations, and SEC filings. News information is updated daily and wire services several times daily.

Please note: Off-campus access is only available to registered Nelson Mandela University students and staff via a VPN connection to the Nelson Mandela University network.

MATHSCINET

MathSciNet provides access to reviews of the world's current mathematical literature, classified according to the Mathematics Subject Classification. Other subjects covered include computer science, quantum theory, relativity and gravitational theory, astronomy and astrophysics. Its print counterparts are: *Mathematical Reviews* and *Current Mathematical Publications*.

MAX PLANCK ENCYCLOPEDIA OF PUBLIC INTERNATIONAL LAW (MPEPIL)

The *Max Planck Encyclopedia of Public International Law* (*MPEPIL*) is an online encyclopedia dealing with international law.

MICROMEDEX/DRUGDEX

Reviewed by international experts *Micromedex* evidence-based documents cover FDA-approved and investigational prescription and non-prescription drugs, as well as non-U.S. preparations. Areas discussed include dosage, pharmacokinetics, cautions, interactions, clinical applications, adverse effects, comparative efficacy, drug of choice information and orphan drug status.

MY LEXISNEXIS

My LexisNexis offers you South African legal and commercial content.

NEXUS
Research Projects is a database on Current and Completed Research Projects in South Africa and contains information on approximately 150 000 research projects in South Africa.
Professional Associations enables searching for information on the contact details, membership and aims of professional associations in South Africa.
Forthcoming conferences provide information on forthcoming conferences nationally and internationally.
NRF Funded Research Projects lists NRF research grants in the natural and social sciences, engineering and technology and the humanities.

NUTRITION SCIENCE COLLECTION ONLINE
The *Nutrition Science Collection Online* includes the complete content of the three scientific journals published by ASN: *Advances in Nutrition (AN), The American Journal of Clinical Nutrition (AJCN)* and the *Journal of Nutrition (JN).*

PUBMED CENTRAL
Pubmed Central is a free full-text archive of biomedical and life sciences journal literature at the U.S. National Institutes of Health's National Library of Medicine (NIH/NLM).

PRIMAL PICTURES
Primal Pictures provides a 3D graphic rendering of human anatomy, built using real scan data from the Visible Human Project, for use by healthcare medical professionals.

REPORTLINKERACADEMIC
ReportLinkerAcademic is a professional search engine which gives you access to an exclusive database of 1.2 million market reports and counting. Find and download unlimited official industry reports, company profiles and market statistics

ROYAL SOCIETY OF CHEMISTRY GOLD
The *Royal Society of Chemistry Gold* covers the core chemical sciences including related fields such as biology, biophysics, energy and environment, engineering, materials, medicine and physics

SABINET AFRICAN JOURNALS (formerly known as SA ePublications)
Sabinet African Journals is a comprehensive, searchable collection of full-text academic articles of South African and African journals. It also includes *Index to South African Periodicals (ISAP)* and *African Journal Archive.*

SABINET LEGAL
Sabinet African Journals; Full-text access to more than 400 journals with fully searchable articles in PDF format that focus on African content.
Bill Tracker : Immediate access to all information about Bills tabled before Parliament including the complete Bill History.
Parliamentary Documents : Immediate access to Draft bills, Committee reports, Submissions to Parliament, Speeches by Ministers and other documents sourced from Parliament.
Government Gazettes : South African Government Gazette and archive (1994 -)
Provincial Gazettes : South African Provincial Gazettes (1994 -)
Provincial Legislation (Provincial NetLaw): Provincial Legislation offers access to Provincial Acts, Ordinances and Regulations currently in force for all provinces from 1910 to the present.
South African Legislation (NetLaw): South African updated Principal Acts, Rules and Regulations from 1910 to the present.

SABINET REFERENCE

Sabinet Reference provides access to information available from South African and international databases.

> **Please note:** Some of the databases can only be accessed from the home page of *Sabinet Reference* whilst others can be searched from the Search tab (both *Search* and *Search All*)

African Digital Repository is a central repository of metadata for Southern African and African digital information

ArchUP contains articles from 93 international and South African journals on architects, buildings, building materials and methods, design theory, urban design and much more.

Centre for Rural and Legal Studies (CRLS) focuses on agriculture and agricultural workers on commercial farms in South Africa. Emphasis is placed on labour law and labour relations, working conditions, housing, tenure, socio-economic conditions, land reform and rural local government and gender aspects relating to the above. Coverage is both national and international.

The Concrete Institute
The Cement and Concrete Institute Library's database (CNCI) contains technical references on all aspects of cement and concrete.

Cloverdex contains information primarily connected with the dairy industry in general, but also related operational aspects such as dairy products, manufacturing, agriculture, animal husbandry, management, finance, distribution, sales, cooling, transportation, etc.

Current & Completed Research of the *Nexus Database System* provides information about Current and Completed Research Projects in South Africa including theses and dissertations.

Forestry covers a unique pamphlet collection from forestry, wood science and nature conservation research institutes in the USA, South America, Europe, Australasia and certain countries of Eastern Europe; publications of all major South African Forestry and Forestry related institutes and companies; a complete set of reports of the South African Department of Forestry and proceedings of major international and national forestry conferences.

Kovsidex articles are selected according to the needs of the primary clients of the University of the Orange Free State. Also includes *Research Institute for Education Planning (RIEP)*, which covers a wide range of reference works on the theory and practice of education.

Mintek contains *Mintek's* original research in the fields of metals and industrial minerals. Topics include economic geology, mineralogy, minerals' engineering, extraction technology, hydrometallurgy, pyrometallurgy, biotechnology, process chemistry, measurement and control, environmental control and physical metallurgy.

Networked Digital Library of Theses and Dissertations (*NDLTD)* The *Networked Digital Library of Theses and Dissertations (NDLTD)* contains more than one million records of electronic theses and dissertations.

PlanUp was developed for the indexing of the extended archive of the Department of Architecture (University of Pretoria). Donations of the work of some of South Africa's major architects were accumulated over the years, including original hand-drawn plans, elevations, sections and diaries. The database includes diverse research reports, articles, frameworks, sketches and photographs.

SA Media covers more than 120 South African newspapers and periodicals. More than 500 articles are selected daily, categorized according to 22 categories and indexed in Afrikaans and English.

SACat is a database that contains bibliographic information on books, periodicals, audio-visual items and other information resources kept in South African libraries. SACat is used to determine the location of information resources in South African libraries.

SAGEOLIT contains information on geoscience publications, selected from journal articles, publications of symposia and published and unpublished reports and maps held by the Information Centre of the Council for Geoscience (CGS). Emphasis is placed on Africa, especially southern Africa, although records cover all aspects of geoscience worldwide.

SANB (South African National Bibliography) database consists of bibliographic records of all items published in South Africa.

Subsidie database lists national and international periodicals approved as research platforms.

UCTD (Union Catalogue of Theses and Dissertations) contains bibliographic records of completed dissertations and theses at master and doctorate level, submitted to universities in South Africa.

SABS (South African Bureau of Standards)
The *South African Bureau of Standards (SABS)* publishes a large number of useful national standards and other documents. Each document has a unique SANS number (previously SABS). A database that contains all the SANS documents in full text is available only on campus through the Intranet (Staff portal or Student portal). The documents can be read online, but not printed.

SAGE
SAGE publishes more than 520 journals in Business, Education, Humanities, Social Sciences and Science, Technology and Medicine.

SAGE RESEARCH METHODS (SRM)
SRM contains a full range of research methods used in the social and behavioural sciences as well as many commonly used in science, technology, and medicine. *SRM* can help researchers with formulating a research question, conducting a literature review, choosing a research method, collecting data and writing up the findings.

SCIENCE DIRECT
ScienceDirect is the world's largest subscription-based collection of scientific articles available. *ScienceDirect* covers physical sciences and engineering, life science, health sciences and social science & humanities.

SCIVAL
SciVal offers quick, easy access to the research performance of 8,500 research institutions and 220 nations worldwide.

SCOPUS
Scopus offers researchers a quick, easy and comprehensive resource to support their research needs in the scientific, technical, medical and social sciences fields and, more recently, also in the arts and humanities.

SPRINGER LINK
SPRINGERLink is an online collection of electronic journals covering mostly but not exclusively Science, Technology and Medicine. Other disciplines include Architecture & Design, Business Management, Education and Social Sciences.

STYLUS
Stylus gives you access to the most important global and cross-industry trends. *Stylus* provides insight into consumer lifestyle, consumer product and consumer engagement.

TAYLOR & FRANCIS ONLINE
Taylor & Francis Online's portfolio of 1,600-plus journals deliver the very latest peer-reviewed research. Many journals offer access to articles in advance of publication.

WEB OF SCIENCE

Web of Science is an enhanced web version of the Institute for Scientific Information's citation indexes: *Science Citation Index, Social Sciences Citation Index* and *Arts & Humanities Citation Index*. This database provides access to multidisciplinary information from many of the most prestigious, high impact research journals in the world.

WGSN

WGSN provides fashion and design businesses with the intelligence to drive commercially successful products and services.

5.   DIGITAL COMMONS (including theses and dissertations)

This Institutional Repository contains academic and research output from Nelson Mandela University, Nelson Mandela Metropolitan University (NMMU), Port Elizabeth Technikon, and the University of Port Elizabeth.

5.1. ACCESS TO DIGITAL COMMONS

- Go to the Library website: http://library.mandela.ac.za

- On the library website, click on

6.   FINDPLUS

The Nelson Mandela University Library and Information Services provide **FindPlus,** a new way to search all scholarly material.

Rather than searching the catalogue and various online databases separately, you can now search them all at once from one starting point, with a "Google-like" search.
You will discover all types of relevant content on the very first page of the results, including books, e-books, journal articles, and digital collections.

Search results can be limited by format, collection, location, date, language and an online database. You will be able to place holds, request Inter-Library Loans, email the search results and even export the results into a reference management tool, like EndNote.

Behind this funky name there is a complex product, **Encore**, created by Innovative (www.iii.com) in partnership with EBSCO Discovery Service™ (EDS).

6.1. ACCESS TO FINDPLUS

1. Go to the Library website: http://library.mandela.ac.za
2. On the library website, locate

Off campus access

You can access FindPlus from off campus, but to view full details of resources you will need a PIN to verify yourself as a Nelson Mandela University student or staff member. See section 3.1

6.2. HOW TO USE FINDPLUS

- Enter search terms into the single search box

- Refine results by criteria such as format, location, collection, date etc.
- View results and link directly to the full text if provided
- Save, e-mail or print results

7. CLASSIC CATALOGUE

The Classic Catalogue is a computerized catalogue of the books, serials, videos, theses, audio cassettes, CD-ROMs, etc. owned by the Nelson Mandela University Library and information Services (LIS).

The Classic Catalogue is searchable from computers located throughout the campus and from off-campus.

The Classic Catalogue also provides access to the holdings of the South East Academic Libraries System (SEALS), a consortium of academic libraries in the Eastern Cape.

Training sessions are available at all the LIS campus libraries to assist patrons with their information needs. Please enquire at the Information Services Desks.

7.1. ACCESS TO THE CLASSIC CATALOGUE

- Go to the Library website: http://library.mandela.ac.za
- On the library website, click on

The Classic Catalogue can be searched by words, author, title, subject, etc. Double click on a title in the search results to look at it in the full display format which will give the call number, location and bibliographic description of the item.

8. FINDING THE FULL TEXT OF AN ARTICLE

In the following reference we want to find a full text copy of an article published in *Journal of Wildlife Management:*

> **HANEY, M., & CONOVER, M. (2013). Ungulate Damage to Safflower in Utah.**
>
> ***The Journal of Wildlife Management, 77*(2), 282-289.**

- Go to the Library website: http://library.mandela.ac.za
- On the library website, click on .

- Select *Journal Title* from the drop down box box
- Type the title of the journal and
- Click *Submit*

In the following example the **journal is available in print and online**

How to find journal titles in print.

Write down the **call number** and search in the Periodicals (Serials) section of the relevant Library. In the above example the journal is located at the South Campus Library in the Basement.

How to find online journal titles.

You need to click on the journal title to see the full record with the relevant link(s) to the e-journal.

On the full record below, you can see there is 1 link to the e-journal.

Check the date coverage of the resource(s), see above screen. We are looking for 2013, volume 77(2) of *Journal of Wildlife Management*.

Click on the link to the e-journal.

Off-campus users will be asked to verify themselves with a Library PIN, see section 3.1

E-journal page displays:
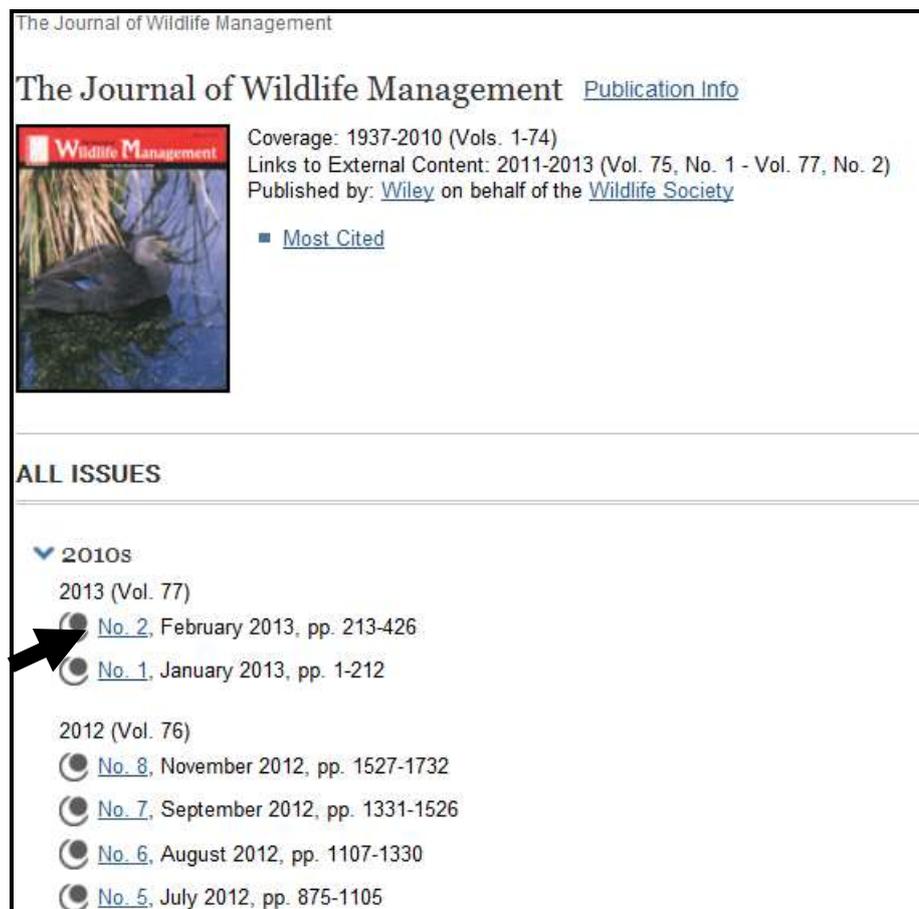
Click on the relevant vol. and issue/no. until you have the correct issue.

Scroll down until you see the relevant article and click on the full text link.
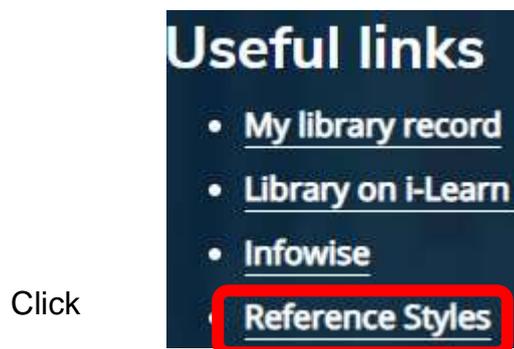
9. REFERENCE STYLES

Links to APA and Harvard reference styles are available on the Library website:

Go to the Library website: http://library.mandela.ac.za

Click

10. REFERENCE MANAGEMENT TOOLS

Reference Management tools also known as Citation Management tools usually have these basic functions that allow you to:

- Gather and transfer references from Nelson Mandela University Library Catalogue, Library databases, FindPlus, Google Scholar and webpages into your personal online library

- Insert in-text references into documents in a wide variety of reference styles as you write a paper

- Generate a bibliographies/reference lists in a wide variety of styles (APA, Harvard, Chicago, etc.) in documents

10.1 ENDNOTE

Nelson Mandela University has a subscription to EndNote that allows all Nelson Mandela University students and staff to use EndNote. EndNote is an advanced reference management tool and is suitable for researchers and postgraduate students.

11. USE OF THE COMPUTER WORKSTATIONS

The use of the computer workstations at all the campus libraries is for the retrieval of academic information only. Violating any Copyright Law, Intellectual and Property Rights or Software License Agreements is a criminal offence.

12. INFORMATION COMMONS / RESEARCH COMMONS

Information Commons in Port Elizabeth campus libraries are available to undergraduate students for research purposes,

Research Commons in Port Elizabeth campus libraries are available to postgraduate students for research purposes, when training does not take place.

13. TELEPHONE NUMBERS

2nd Avenue Campus
Information Librarian: Ms Nobuzwe Bavuma   041 504-3896
General enquiries/Classic Catalogue   nobuzwe.bavuma@mandela.ac.za

Business School (2nd Avenue Campus)   041 504-2044
(Vacant)

George Campus   044 801-5151 or 801-5565
Ms Lungisile Magoso   lungisile.magoso@mandela.ac.za

Missionvale Campus:
Information Librarian: Ms Kaya Ngcuka   041 504-1105
General enquiries/ (Classic Catalogue)   kaya.ngcuka@mandela.ac.za

Faculty librarian: Ms Macki Breda   041 504-1270
Extended Programmes   magdalenemonique.breda@mandela.ac.za

North Campus:
Information Librarian: (Vacant)   041 504-3409
General enquiries/ Classic Catalogue

Faculty Librarian: Funeka Nombande   041 504-3026
EBEIT (Engineering, the Built Environment   funeka.nombande@mandela.ac.za
& Information Technology)

South Campus:

Help Desk: 041 504-2298
General enquiries/Classic Catalogue

Information Commons: (Vacant)   041 504-2290

Faculty Librarian: Mrs Juneth Esau   041 504-3732
Arts   juneth.esau@mandela.ac.za
Music

Faculty Librarian: Mr Vuyani Mhlontlo   041 504-2285
Business & Economic Sciences   vuyani.mhlontlo@mandela.ac.za

Faculty Librarian: Mrs Marina Ward   041 504-3376
Education   marina.ward@mandela.ac.za

Faculty Librarian: (Vacant)   041 504-2284
Health Sciences

Faculty Librarian: (Vacant)   041 504-2391
Law

Faculty Librarian: Mrs Deidre Gerber   041 504-2282
Science   deidre.gerber@mandela.ac.za

Senior Librarian: Training   041 504-3376
Mrs Marina Ward   marina.ward@mandela.ac.za

Librarian: Training   041 504-2937
Mrs Helene van der Sandt   helene.vandersandt@mandela.ac.za

Trainer Librarian (Multi-Campus)   041-504-4701
Ms Anneret Joubert   anneret.joubert@mandela.ac.za