

# Where's the Article??

Contrary to popular opinion, **NOT ALL ARTICLES ARE "ON THE WEB."** Don't despair. There are several ways to get full-text articles:

**1. First, compile a list of articles that you did not find full-text.**

Copy all pertinent information, including the title of the article, the name of the periodical, the date, and the volume and issue numbers.

**2. Next, check to see if these articles might be in one of the Library's full-text databases.**

Go to the Library's homepage ([www.lndl.org](http://www.lndl.org)). In the "Find E-Journals" section, enter the title of a PERIODICAL (journal, magazine, or newspaper) and click on "Search."

If the periodical is available full-text in one of the Library's databases, a list of these databases will appear along with the dates covered in each database. Click on the linked database name to look for the article you need.

In some cases, the database will bring you directly to the periodical you want and will list all of the available full-text. In other cases, you will have to search the database to find the periodical and/or the article you need.

**3. If you cannot locate the full text online, check to see if the Library subscribes to the paper version of the periodical.**

From the library homepage, type the name of the periodical in the search box in the "Find Books and Media" section. Change the menu to the right of the search box to read "Journal Title."

If the title appears, the Library subscribes to the periodical. Look at the record by clicking on the title. The "Notes" line indicates the dates we hold.

**4. If the Loyola/Notre Dame Library does not subscribe to the periodical, you can get the article from another library**

If you have time (one to two weeks), you can request the article through Interlibrary Loan. From the library homepage, click on Interlibrary Loan at the top left. Log in, choose either article or book (in this case, article), fill out the form that appears, and submit it. We'll let you know when your item gets here.

If you have transportation, you may go to another library that subscribes to the periodical. Check the catalogs of other libraries in the area to see if they subscribe. Click on "Other MD Libraries" from the LNDL homepage (it's in the "Find Books and Media" section) and consider local libraries or collected links to resources such as SAILOR or WorldCat.

You can also call your friendly LNDL reference librarian (410-617-6802) who will check and let you know which libraries subscribe to the periodical.

## Accessing the Databases *from Home*

To access the Library's periodical databases from *off-campus*, log on using your library barcode number and last name. Follow these instructions:

1. Go to the Library's homepage: [www.lndl.org](http://www.lndl.org)
2. Go to the database you wish to access. This will prompt you for your library barcode number.
3. Log in with your **library barcode number** (the number on your student I.D. card, beginning with the numbers 2242... If you do not have a student I.D. card or a barcode number, contact the Library Circulation Desk at 410-617-6801). Then enter your **last name** (for hyphenated or two-word names, do not use a hyphen or a space between names). Click on **Submit**. Please call the reference desk 410-617-6802 if you are having trouble with your barcode.