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**Northwestern College**  
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## **Student Guide to Library Resources**

Use your Student I.D. to check out books and use reserve materials.

Circulating books are checked out for 3 weeks and are renewable in person, by telephone, or by email to [library@nc.edu](mailto:library@nc.edu). Reference books, reserves, and periodicals may not be checked out. Overdue fines are .10 per day per item.

Computers in the computer lab and library research computers print to either the copier/printer inside the library or outside the library front door. The copier fees are .10 per page for b/w copies. Color copies are .50 per page.

### **Looking for books?**

Books in the library are arranged on the shelves according to the Dewey Decimal System of Classification. The “call numbers” indicate the books’ subjects and locations on the shelves. For example, books in the 610s will be related to medicine. Call numbers are found on the spines of books, and books are arranged in numerical order.

Search the Library’s catalog by going to <https://nc.edu/explore-nc/library> and using the ‘Oasis Online Catalog.’ Click on the button in front of the Bridgeview campus below the search box. You may search by keyword, subject, title, and author. You can also use EBSCOhost (directions below) to access ebooks. Choose the Ebook Collection.

### **Looking for articles?**

**\*\*Link directly to the [EBSCOhost](#) and [ProQuest](#) databases from the online catalog.**

EBSCOhost may also be accessed remotely at the following web address: <https://search.ebscohost.com>. Please contact library staff for the username and password to use.

The ProQuest online database contains full-text articles from many journals. ProQuest may be accessed in the library or remotely at <https://search.proquest.com>. Please contact library staff for the username and password to use.

Access the [Issues & Controversies](#) database at <https://online.infobaselearning.com>. Please contact library staff for the username and password to use.