

Illinois State University's **Milner Library** is the library of record for Lincoln College-Normal students. The library is located at 201 N. School Street on the ISU campus. In addition to the resources in the library itself, LCN students can benefit from Milner's online sources. Milner's online catalog is an excellent research tool and a great way to begin the research process.

1. Go to the Milner Library website: [www.library.ilstu.edu](http://www.library.ilstu.edu).
2. Choose **Find books and other materials**.



3. To do a broad preliminary search, choose the **Advanced search** tab. (Generally, use the **Quick search** tab only when you're looking for a specific item.)



## Hints

- Typing a **question mark (?)** after your entry tells the search engine to look for the search term you entered with various endings. For instance, entering the term **french film** brings up around 670 hits; entering the term **french film?** brings up over 1160 items that match additional terms such as filmmaking or filmmaker
- A dropdown box lets you decide how your search terms should be used.
  - **All of these words** will bring up items that match all your search terms: **french film?** brings up over 1100 items.
  - **Any of the words** will bring up items that match at least 1 of your search words: **french film?** brings up over 10,000 items.
  - **These words as a phrase** will bring up items that match the exact words as entered: **french film?** brings up 47 items.
- The connector **AND** lets you focus your search by searching for items which match both search terms.
  - If you enter **linguist?** AND **gaelic**, you find 4 items which are specifically focused on the Gaelic language.
  - If you enter **linguist?** AND **phonetics**, you find 102 items about spoken language.
- The connector **OR** broadens your search by searching for items which match either search term.
  - Entering **linguist?** OR **gaelic** brings up over 4300 items.
  - The connector **OR** is useful when your search term has common synonyms. Searching for **gaelic** brings 125 hits; searching for **gaelic** OR **irish** brings over 3000 hits.
- The **Search by** drop down box gives you different search options. If you have specific information about the item you're looking for, such as an **ISBN number** or an **author**, you can search only for items matching that specific information.

4. After you enter your search terms, the program will generate a list of items in Milner’s collection that match your search terms. Information about each item is provided, including the full title, author, date of publication, format, the item’s location in the library, whether or not the item is available for checkout – even a picture of the front cover when available. Click on the item to find out more about it.

<a href="#">Abraham Lincoln : the man and the myth / James T. Baker.</a>	1999	Book	
Library Location: Floor 3 Shelves	Call Number: E457.A6 B167 1999	Status: <a href="#">Available</a>	
<a href="#">Academic chairperson's handbook / John W. Creswell ... [et al.].</a>	1990	Book	
Library Location: Floor 6 Shelves	Call Number: LB2341 .A2171990	Status: <a href="#">Available</a>	
<a href="#">Action research to improve school practices.</a>	1953	Book	
Library Location: Storage Basement: Request at Floor 2 Desk	Call Number: LB1028 .C6	Status: <a href="#">Available</a>	
<a href="#">Affiliations : identity in academic culture / edited by Jeffrey R. Di Leo.</a>	2003	Book	
Library Location: Floor 6 Shelves	Call Number: LB1778.2 .A44 2003	Status: <a href="#">Missing</a>	

[Click for more information on this title.](#)

**Author:** [Baker, James T.](#)

**Title:** Abraham Lincoln : the man and the myth / James T. Baker.

**Series:** [Creators of the American mind : v. 3.](#)

**Published:** New York : Harcourt College Publishers, 1999.

**Physical Description:** xix, 131 p. ; ill. 20 cm.

**Includes:** Includes questions for responsive essays (p.121-122) ; suggested topics for papers on Lincoln (p. 123-124) ; selected annotated bibliographic references (p.124-126) and index.

**Subject (LCSH):** [Lincoln, Abraham, 1809-1865.](#)

**ISBN:** 0155056999

**LC Card Number:** 99065282

**Persistent link to this page:** <https://i-share.carli.illinois.edu/isu/cgi-bin/Pwebrecon.cgi?DB=local&v1=1&BBRecID=989040>

**Institution:** Milner Library

**Location:** Floor 3 Shelves

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**Hints** – Additional information about the source and extra options are shown in each item’s entry.

- **Physical description** tells you about the source, e.g., how many pages a book has, if a text is illustrated, or whether a recording is analog or digital.
- **Subject (LCSH)** shows you a list of Library of Congress Subject Headings associated with that source. You can use those words as search terms to find more sources on the same topic.
- The **call number** is assigned based on an item’s subject and helps you locate the book in the library. Click on the call number to see similarly numbered items that may be useful in your research. You can have the call number texted to your phone by clicking on **Text me this call number**.
- You are given the option of printing or emailing yourself the complete citation.
- You can request an item by clicking on **Request**.

5. You are also given the choice **Repeat search in I-Share catalog?** which lets you search for the item in libraries at other colleges. Select Illinois State University as your home library. The books may be available through interlibrary loan. Ask a Milner librarian for more information.

6. The option to **Ask a Librarian** appears in the top right corner of every page of Milner Online. Click on that to access help via email, instant messaging, phone contact, or a personal appointment.

