**Module 2 MyResearch for Graduate Students: Library Tools You Need to Know**

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| **An overview of Tools and Resources** |
| **I want to…** | **Helpful link** | **Information available** |
| Connect to resources from on and off campus | <http://www.mcgill.ca/library/services/connect> | * How to log-on to computers in the Library
* How to set up a VPN account (useful if you don’t want to keep being prompted for email/password off campus, also if you want to see what McGill has access to using Google Scholar)
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| Access my library account | <http://catalogue.mcgill.ca/F/?func=login-session> | * See when your books are due
* Renew your loans
* Change your pin
* View hold requests
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| Find out how to use a citation management software | <http://www.mcgill.ca/library/services/citation> | * What programs are supported at McGill
* When are workshops held
* Who can help with questions
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| Find info about a citation style | <http://www.mcgill.ca/library/services/citation/guides> | * Find a copy of a style guide in the catalogue
* Find an online style guide
* Read additional resources about style
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| Find quick reference information | <http://www.mcgill.ca/library/find/reference/> | * Access dictionaries, thesauri, writing tools, encyclopedias, etc.
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| Get oriented to resources in my field or a new discipline | <http://www.mcgill.ca/library/find/subjects/> | * Subject Guides available for all main disciplines taught at McGill
* Subject guides provide links to relevant encyclopedias, databases and websites in any given discipline
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| Book a group study space, see what study areas or carrels are available for grad students | <http://libraryrooms.mcgill.ca/booking/groupstudy> | * Find out where to find a group study area and how to book a group space (when applicable)
* Apply for a carrel and learn about the carrel booking procedures
* Find the best spaces for silent study
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| Borrow books McGill doesn’t have | <http://www.mcgill.ca/library/services/otherloans> | * How to get a CREPUQ card so you can borrow directly from other Quebec libraries, including Concordia, UQaM, UdeM, etc.
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| Make an appointment with the liaison librarian in my discipline | <http://www.mcgill.ca/library/contact/askus/liaison> | * Find the email and phone number for the liaison librarian for your discipline
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| Request an item be purchased for the collection | <http://www.mcgill.ca/library/contact/askus/suggest> | * Use the form to make a suggestion about a book you think the library should have that is not in the catalogue
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| Request a book be delivered to another branch, or held for you | <http://www.mcgill.ca/library/services/borrowing/students/other-branches/> | * Find out how to request a book and how to have it delivered to the library branch where

you would like to it up |
| Contact a librarian with a quick question | <http://www.mcgill.ca/library/contact/askus/chat> | * Find out when chat services are available
* Send a quick question to a librarian
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| Print my documents from my home computer/laptop | <http://kb.mcgill.ca/kb/?ArticleId=1348&source=article&c=12&cid=2#tab:homeTab:crumb:7:artId:1348>  | * Find out how to use printing services and how to install the drivers on to your computer in order to send a print job from your personal computer
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| Receive scanned copies of journal articles or book chapters from the print collection by email | <http://www.mcgill.ca/library/services/borrowing/students/scan-requests> | * Watch the video showing how to make a request
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| Connect my browser with the library catalogue using LibX | <http://catalogue.mcgill.ca/F/?func=file&file_name=libx_mcgill.html> | * Find a tutorial on the library catalogue that helps you set up LibX
* Find out how to use LibX on your computer
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| Borrow a movie or documentary | <http://www.mcgill.ca/library/branches/hssl> | * Find the largest audio-visual collection in the self-serve reserves area of the Humanities and Social Science Library
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| Listen to an e-audiobook | <http://www.mcgill.ca/library/find/ebooks/borrowing-eaudiobooks> | * Find out which devices and software are compatible
* Find out how to use McGill Overdrive to borrow an e-audiobook
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| Read an e-book | <http://www.mcgill.ca/library/find/ebooks>  | * Find out how to find individual ebooks in the catalogue
* Find databases with ebooks available to McGill users
* Find free ebooks on the internet
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| Download or stream music | <http://www.mcgill.ca/library/find/subjects/music/onlineaudio/> | * A guide for obtaining audio, video by streaming or downloading
 |
| Borrow Music | <http://www.mcgill.ca/library/find/subjects/music/findrecordings/> | * Watch the tutorial to find out how to search for music in the catalogue
 |
| Read a newspaper | <http://www.mcgill.ca/library/find/newspapers/> | * Browse the selected databases to find current and historical newspapers online
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