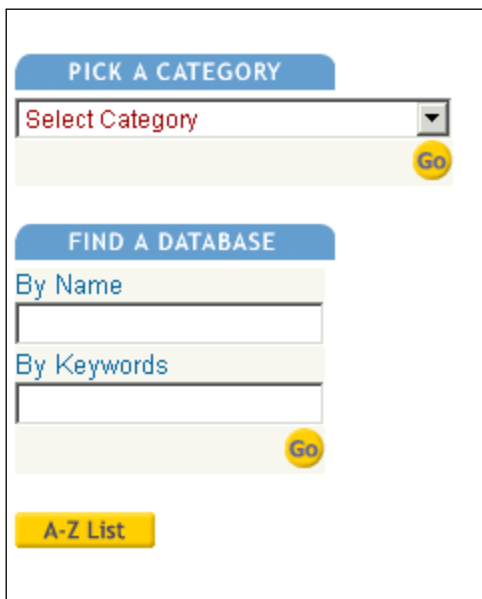
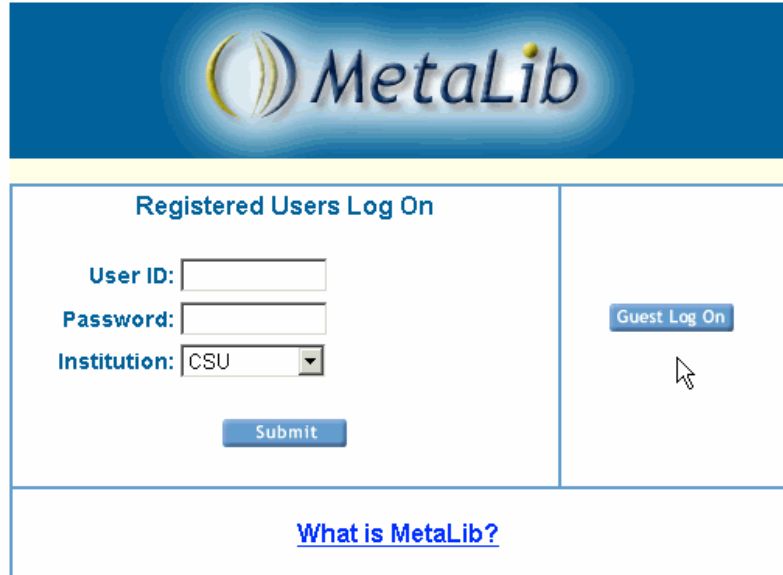


MetaLib: Getting Started

- **MetaLib is currently under construction.** Don't be surprised if things look or work differently each time you login during this period!
- **Links to MetaLib are available on several places on the Library Home Page** <<http://lib.colostate.edu>>, including the A-Z Site Index and the Databases page. After clicking on one of the links to MetaLib, follow the directions below:

Use Internet Explorer 6.0 or Netscape 7.0!

1. Login into MetaLib by clicking on the "Guest" login. This will give you access to all MetaLib resources while on campus. (For now, off campus users will only have access to free resources, such as Sage.) Eventually CSU students, faculty and staff will have the option to login with their own ID and password.



2. Choose some resources to search. You have three options for choosing resources.

1) *Pick a Category*

On the left side of the page, choose a subject from the "Pick a Category" menu and press *Go*.

2) *Find a Database*

You may also search for databases by keyword. Broad subjects like "engineering" or "philosophy" work best.

3) *A-Z List*

Click on A-Z List and browse an alphabetical list of all resources.

All options will pull up a list of databases where you can then search for journal articles. Choose whichever option works best for you.

3. Choose specific resources to search

You may choose up to eight databases or catalogs to search at one time. Resources that do not have a checkbox cannot be searched in MetaLib. You can, however, search those databases individually by clicking on the arrow symbol.

All Resources		Search Resources	Link to Resources
Business Resources			
Type	Resource Name		
<input type="checkbox"/>	Database	Academic Universe-Lexis/Nexis	FullText
<input type="checkbox"/>	Database	Business + Industry (OCLC)	FullText
<input type="checkbox"/>	Database	Business + Management (OCLC)	FullText
<input checked="" type="checkbox"/>	Database	Business Source Premier(EBSCO)	FullText
	Journal Collection	JSTOR	FullText
<input type="checkbox"/>	Database	Materials Business File (CSA)	
	Database	Mental Measurements Yrbk (SP)	FullText
<input type="checkbox"/>	Database	NTIS (CSA)	
<input type="checkbox"/>	Database	PAIS International (OCLC)	
<input checked="" type="checkbox"/>	University Library	SAGE	
<input checked="" type="checkbox"/>	Database	Sociological Abstracts (CSA)	

PAGE GUIDE

- Check to include a resource in your search
- Information about the resource
- Add Resource to My Resource List
- Resource is already in My Resource List
- Link to resource
- FullText Resource has Full Text

If you need help with the different symbols, check the page guide on the right side of the screen.

4. Enter your keywords

Enter your keywords and press the *Search* button.

MetaLib Search

(Check up to 8 resources below you would like to search)

Field to search	<input type="text" value="All Fields"/>	Type word or phrase	<input type="text" value="internet"/>
		<input checked="" type="radio"/> And <input type="radio"/> Or <input type="radio"/> Not	
Field to search	<input type="text" value="All Fields"/>	Type word or phrase	<input type="text" value="stress"/>

or

5. Review your results

HOME	MAIN SEARCH FORM	SEARCH HITS	RESULT LIST
Guest user			
Refine		Merge Add to Alerts Save Search	
Resource	Search Status	Hits	
MORE Business Source Premier(EBSCO)		127	
MORE SAGE		27	
MORE Sociological Abstracts (CSA)		9	

Click on the *More* button or the blue *Result List* button to view the citations. You do not need to wait for all databases to finish searching before you start viewing the results.

Be sure to click on the white *End Session* button near the top when you are finished.