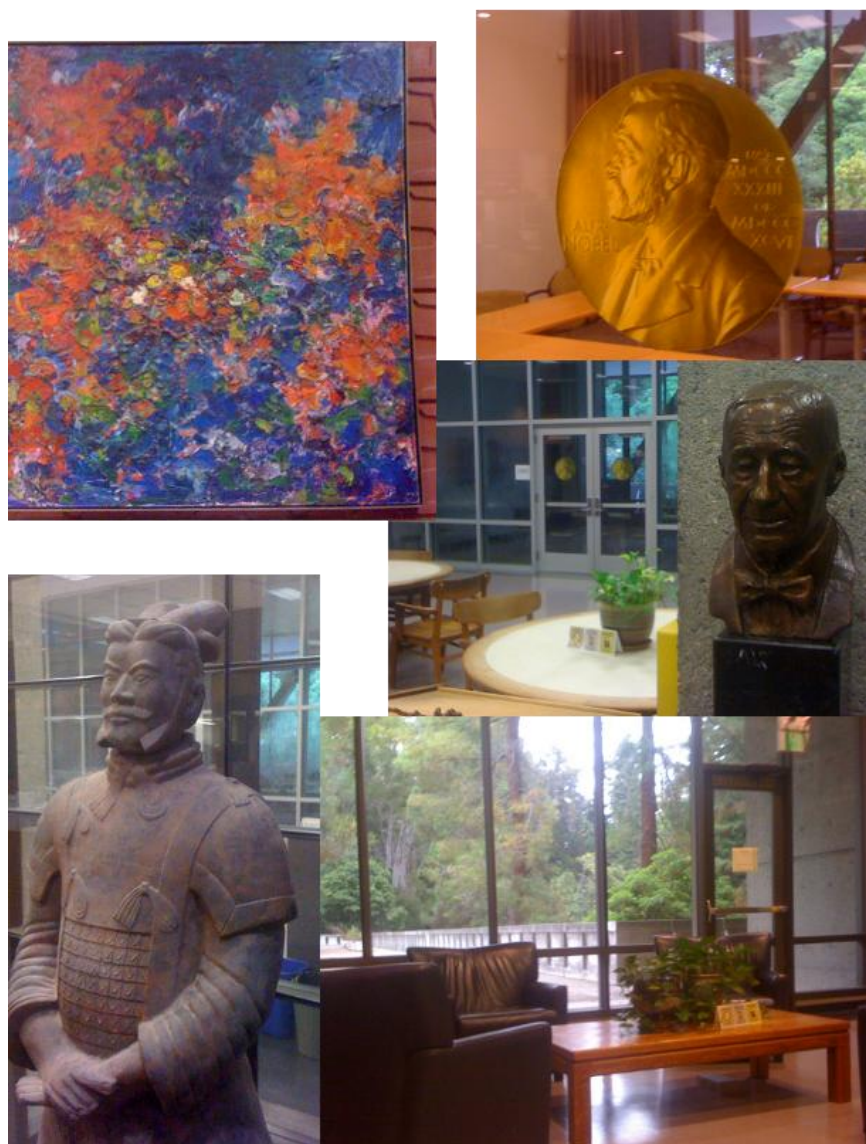


Guide to the Chemistry & Chemical Engineering Library 2011 – 2012



University of California, Berkeley



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Getting started

Get ready to ...

borrow library books and materials

Get your [Cal 1 Card](#).

This is the library card for students, staff, and faculty.

use the library's electronic journals and resources from home/off-campus

1. Set up your [CalNet ID](#) (for students, staff, and faculty only).
2. Afterwards, set up the Proxy Server or VPN ([instructions](#)).

visit the Chemistry and Chemical Engineering Library

Find us at 100 Hildebrand Hall ([map](#) and [hours](#))

Chemistry and Chemical Engineering graduate students and faculty have **after-hours access** to the library. For entry:

- Swipe your Cal 1 Card at the card reader by the front doors.
- In case of **after-hours emergency**, the reading room has a yellow police call-down box.

Explore the ...

Chemistry and Chemical Engineering Library website

- Visit www.lib.berkeley.edu/CHEM
- Discover links to chemical information resources
- Check our blog and read library news and events
- Find instructional classes for library tools

UC Berkeley Library

As the seventh largest library system in the US ([ALA, 2010](#)), there is something for everyone.

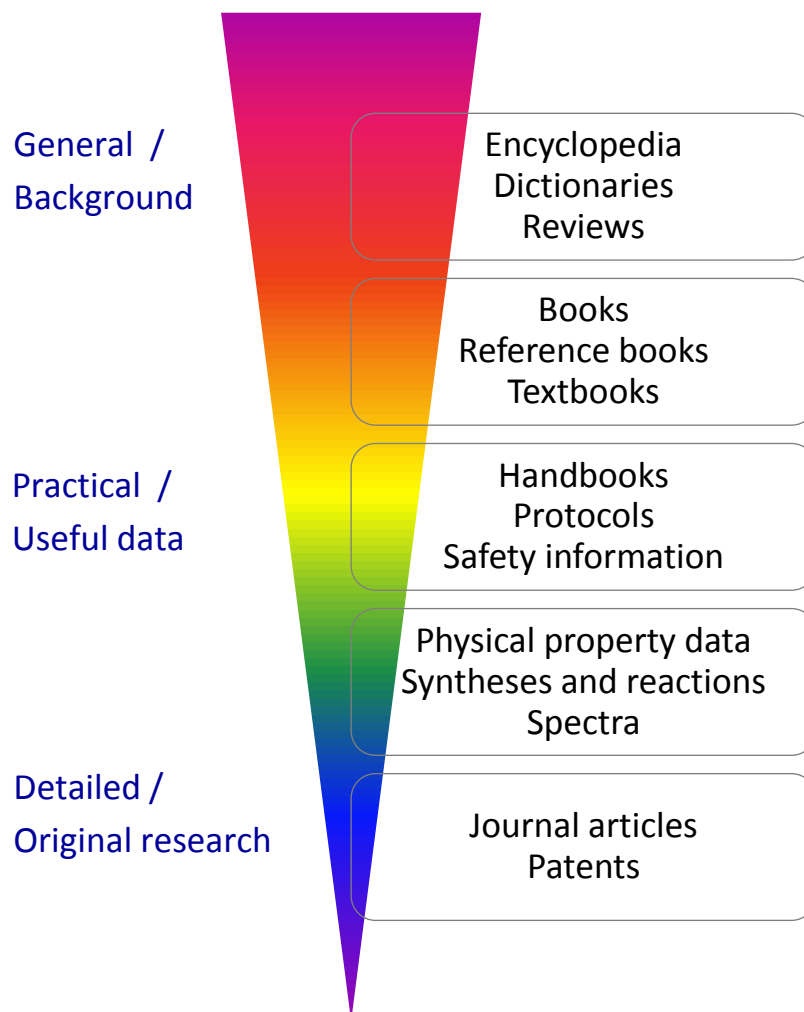
- Visit www.lib.berkeley.edu
- Check out the Science Libraries www.lib.berkeley.edu/sciences/
- Explore the [29 libraries](#) on campus

Instructional classes at the Library

Visit:

- www.lib.berkeley.edu/instruct/
- www.lib.berkeley.edu/sciences/upcomingevents

The spectrum of chemical information resources



The following guide gives examples of chemical information sources with recommendations.

<http://units.sla.org/division/dche/il/cheminfolit.pdf>

Using electronic library resources from home or off-campus

To use library resources from home or off-campus, please configure your computer first. Set up **either** one of the following.

Proxy Server

- About*
- You make a one-time change in the settings of your web browser (e.g., Internet Explorer, Firefox, Chrome, Safari, etc.).
 - When you select a link to a library resource, the proxy server will ask you to log in with a CalNet ID.

Getting started For instructions, visit <http://www.lib.berkeley.edu/Help/proxy.html>

Using proxy servers Your web browser will prompt you to log in with your CalNet ID when you use a library resource.

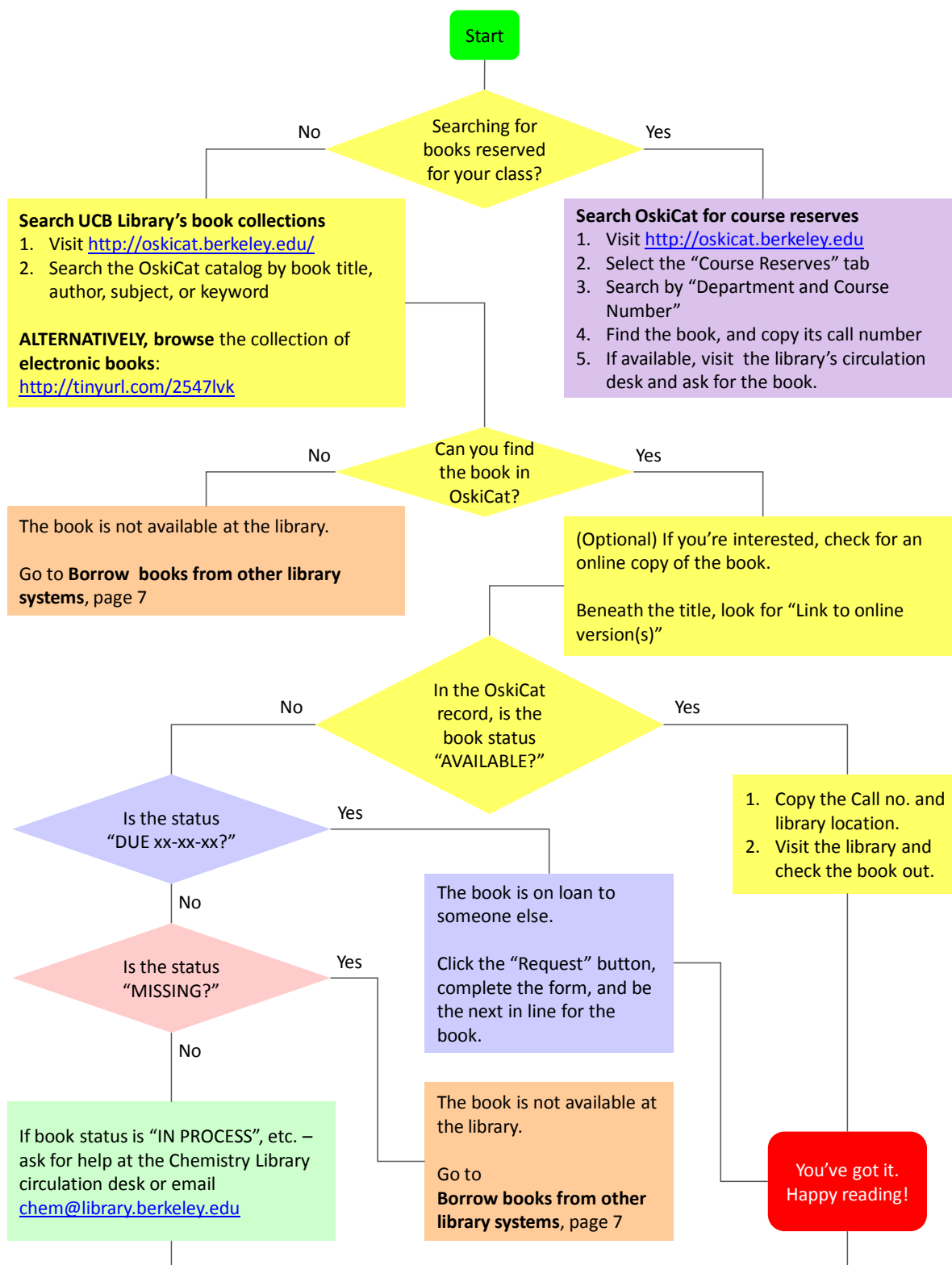
Virtual Private Network (VPN)

About Client software you install on your computer in order to establish a secure "tunnel" to the UC Berkeley network.

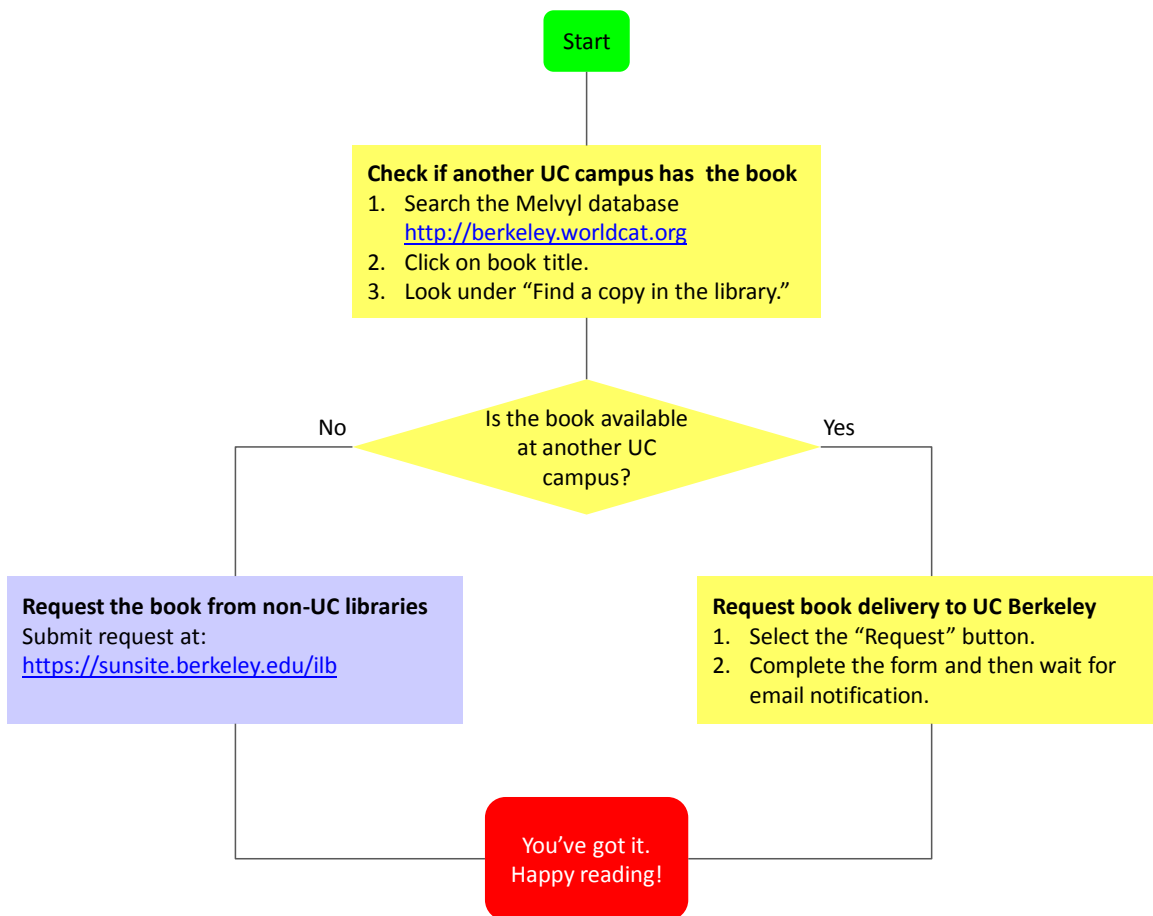
Getting started For instructions, visit <http://www.lib.berkeley.edu/Help/vpn.html>

- Using VPN*
- Before using library resources, start the VPN software and log in with your CalNet ID.
 - After you're done, log off.

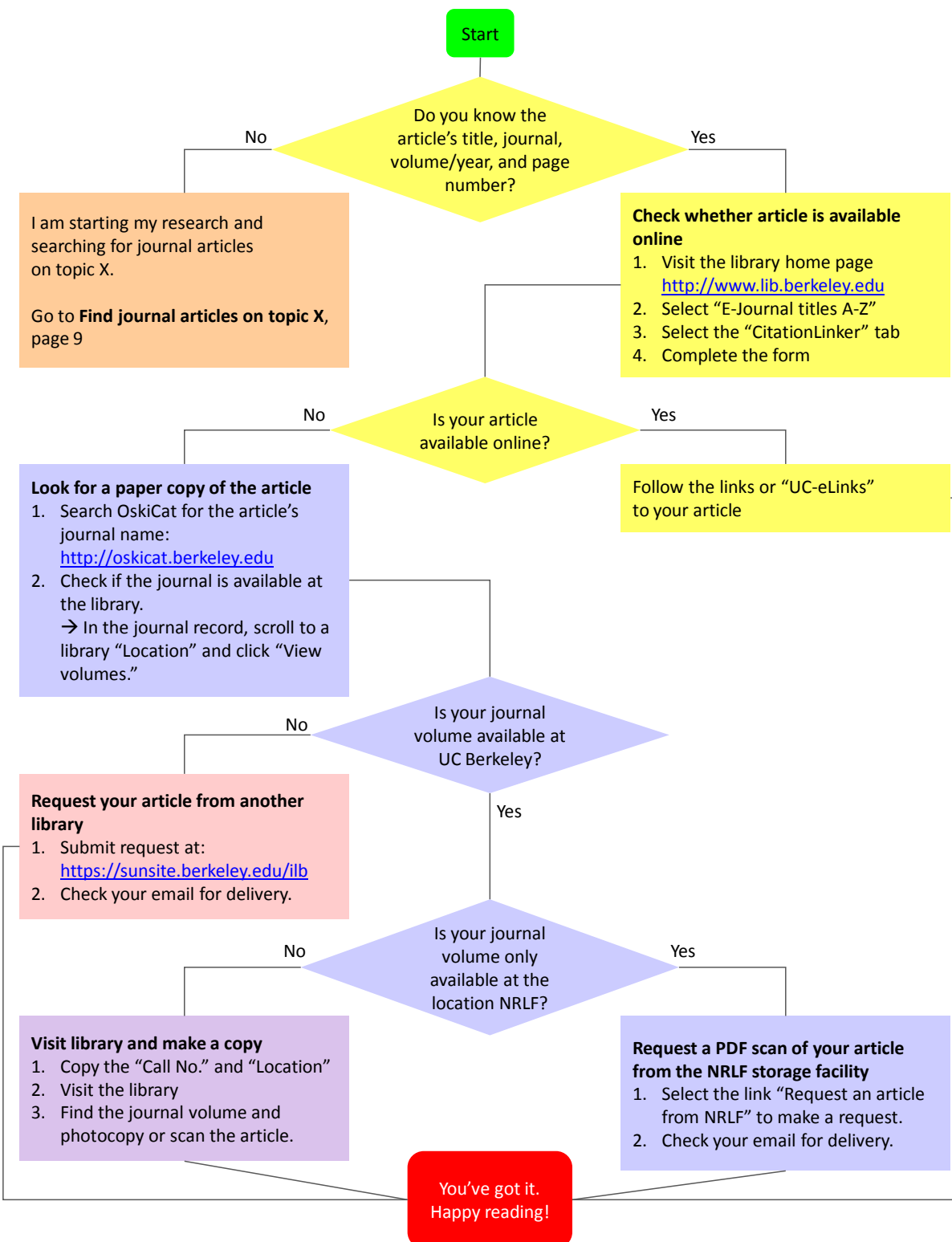
Get books



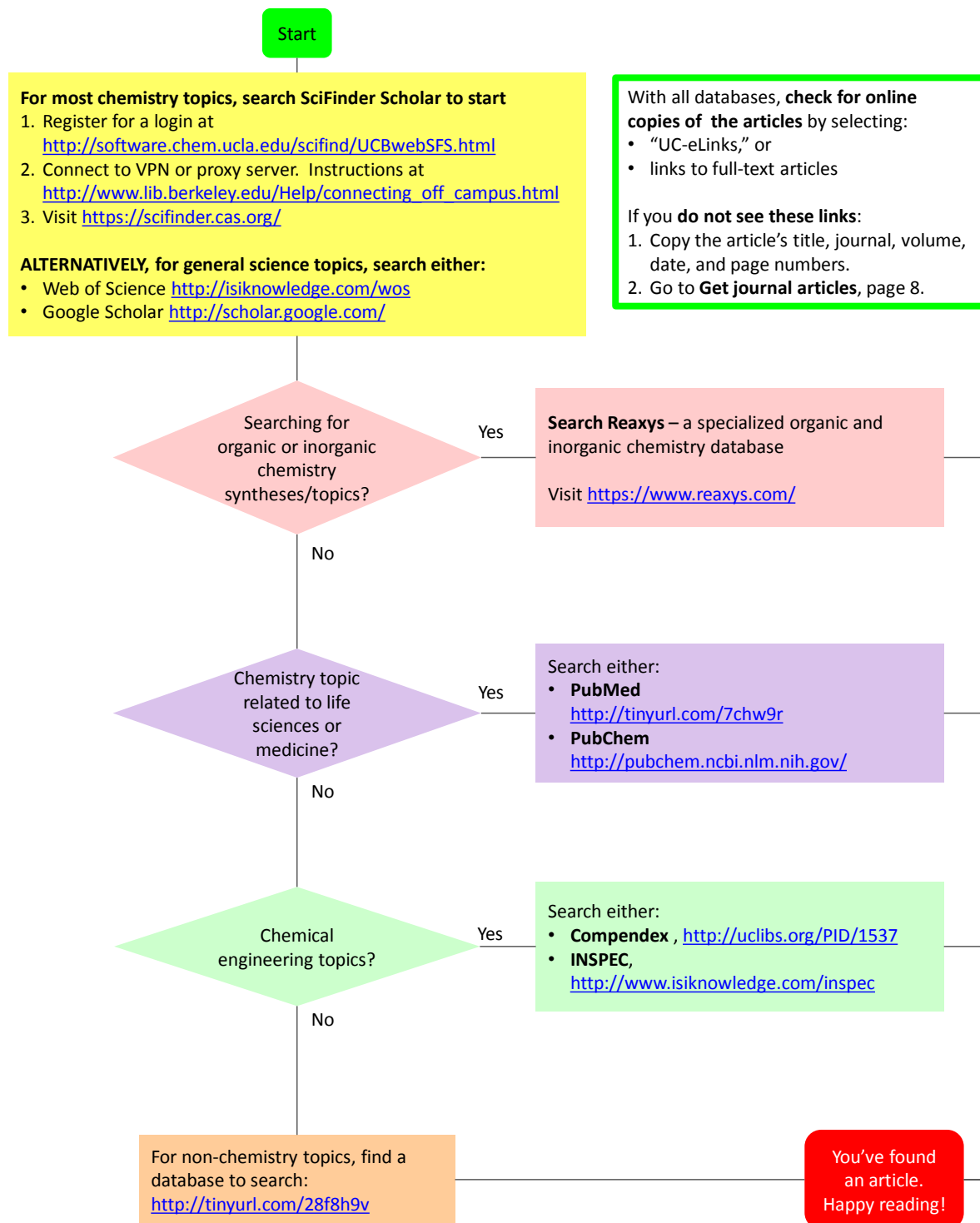
Borrow books from other library systems



Get journal articles

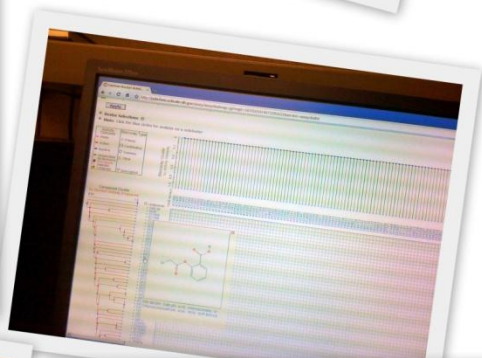
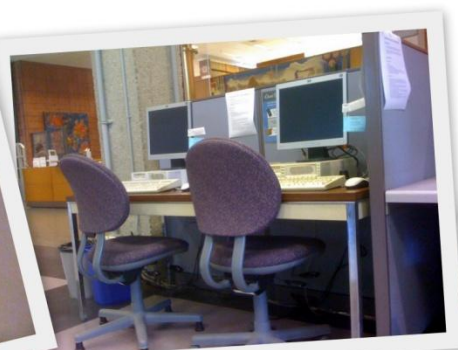


Find journal articles on topic X



Reasons to visit the Chemistry Library

Quiet study
Technology
Information help
Books and journals
Chemical information
Class or meeting rooms



Technology at the Chemistry Library



Wireless Internet access

<http://ist.berkeley.edu/airbears/setup>



Scanner

Scan to USB drive, 5¢ per page

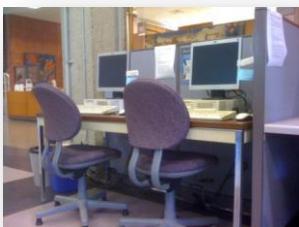
Scan to printer, 13¢ per page



RefWorks

The web-based bibliographic management service

http://www.lib.berkeley.edu/CHEM/ref_end.html



Computers



Printer

13¢ per page

Save money, avoid library fines

Pay attention to email messages about overdue library materials. Renew them at:

My OskiCat – <https://oskicat.berkeley.edu/patroninfo>

If you have large, unpaid fines, you may lose all library privileges and become unable to register for classes. Further details at:

<http://www.lib.berkeley.edu/services/borrowing.html#overdue>

Writing tips

Rules for scientific writing and citing references (for American Chemical Society publications)

ACS style guide, 3rd edition

check [availability](#)

the chapter on citing resources is available [online](#)

A quick guide to citing the ACS style guide, 3rd edition, by Penn State University Libraries

web page – <http://tinyurl.com/4hnl62>

Software for organizing and writing reference citations

RefWorks

free via http://www.lib.berkeley.edu/CHEM/ref_end.html

Zotero

free extension for the Firefox web browser via <http://www.zotero.org/>

EndNote

for purchase at technology stores, <http://www.endnote.com/>

(UC Berkeley discount <http://software-central.berkeley.edu/software/73-EndNote>)

For further details on bibliographic management software

<http://www.lib.berkeley.edu/BIOS/refman.html>

Molecule editor software

ChemDraw software lets you create, modify, and analyze representations of chemical structures. It is licensed by the College of Chemistry for its members. Please download from:

<http://glab.cchem.berkeley.edu/glab/chemdraw.html>

For support with ChemDraw, email support@cchem.berkeley.edu.

On the process of writing

Scientific writing and communication: papers, proposals, and presentations by Angelika H. Hofmann

check [availability](#)

How to write and publish a scientific paper by Robert A. Day

check [availability](#)

Writing guidelines for engineering and science students (includes poster design)

web page – <http://www.writing.eng.vt.edu/>

On preparing a scientific poster presentation

The Chemistry Library guide on poster presentations

<http://www.lib.berkeley.edu/CHEM/instruction/poster/poster.pdf>

On finding completed dissertations as writing templates

Search the database of dissertations and theses at the [University of California](#) and at [external universities](#).

On improving writing skills

Handouts and links, The Writing Center, University of North Carolina at Chapel Hill

web page – <http://www.unc.edu/depts/wcweb/handouts/>

On style

On writing well: The classic guide to writing nonfiction by William Zinsser

check [availability](#)

Style: Toward clarity and grace by Joseph M. Williams

check [availability](#)

On motivation and good habits for writing

Surviving your dissertation: A comprehensive guide to content and process by Kjell Erik Rudestam and Rae R. Newton

check [availability](#)

Writing your dissertation in fifteen minutes a day: A guide to starting, revising, and finishing your doctoral thesis by Joan Bolker

check [availability](#)

On maximizing impact with open access publishing

Open access publishing is digital, online, free of charge for the reader, and free of most copyright and licensing restrictions. When your article is free for readers, your work may receive more citations and have greater impact.

Look for open access publishing options. For example, there is the [ACS AuthorChoice](#) option within American Chemical Society journals. Additionally, find OA journals in the [Directory of Open Access Journals](#).

With open access, authors pay for publishing. Check whether your research grant pays OA publishing fees. Apply for financial support of OA fees with the Library's [BRIL program](#).

On data management for grant proposals

Increasingly, funding agencies require a data management plan – for example, [NSF](#) and [NIH](#). Check our library guides on general [data management](#) and preparing NSF [data management plans](#).

For comic relief, literally, while writing

Piled Higher and Deeper: A grad student comic strip

Web page – <http://www.phdcomics.com/comics.php>

Glossary

abstract	The descriptive summary of a journal article or book
catalog	Search library catalogs to find books, journals, and other information resources available at the library. At UC Berkeley Library, our catalog is OskiCat, http://oskicat.berkeley.edu
circulation desk	Where you go in the library to check out a book or ask for information help
citation	A citation provides the details to help you find a journal article, book, or other resource. Book citation example: Gray, T.W. <i>The Elements: A Visual Exploration of Every Known Atom in the Universe</i> ; Black Dog & Leventhal Publishers: New York, 2009. Journal article citation example: Labaree, D.C.; Reynolds, T.Y.; Hochberg, R.B. Estradiol-16 α -carboxylic Acid Esters as Locally Active Estrogens. <i>J. Med Chem.</i> 2001,44, 1802-1814.
database	A searchable collection of data and information
e-books	A book that is electronic so it is searchable and viewable via computer or internet
full-text	The article, the book, or the book chapter in its entirety
indexes	Search indexes to find journal articles or information resources by topic, title, author, date, or other characteristics
journal	Publications that are published regularly (e.g., monthly) and usually contains research articles, editorials, and other scholarly communications. For example, <i>Science</i> , <i>Journal of the American Chemical Society</i> , and <i>Nature</i> .

keyword search	<p>When you search by keyword it searches the database or catalog for a term anywhere in a record.</p> <p>For example, a keyword search on carbon will retrieve information resources where</p> <ul style="list-style-type: none">• the title includes the term “carbon,” or• the author’s name is “J. L. Carbon,” or• the term “carbon” is in the abstract.
librarian	<p>An information professional that can help you find, use, and manage information</p>
OskiCat	<p>The UC Berkeley Library catalog (<i>see</i> catalog)</p>
reference materials	<p>Information resources for library use only and cannot be borrowed</p>
reserves	<p>Library books for short term loan (e.g., 2 hours, 1 day, etc.).</p> <p>To borrow them, visit the library circulation desk and request. Many class textbooks are reserves.</p>

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Contact us

For general questions, comments, or suggestions

chem@library.berkeley.edu

510-642-3753

Ask reference questions via

<http://www.lib.berkeley.edu/CHEM/eref.html>

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