Accessing Weeks-Townsend Memorial Library (WTML) Databases via the Library and Information Resources page….

1) Go to the Library page. One way to access the page is from the Union Home Page http://www.unionky.edu. Hover over Academics on the menu bar and click on “Library & Information Resources”.

2) Or simply enter the Library and Information Resources page url: http://www.unionky.edu/library.
3) To search multiple journal databases via one search portal, use EBSCOhost Integrated Search.

Select OFF CAMPUS LINK to access resources from a remote location.

Once you select OFF CAMPUS LINK, when prompted enter the current username and password.

(NOTE: The username and password are case and numeral sensitive.)

Though the username remains constant, the password changes every academic semester. To get the latest password, contact the Information Desk at 546-1240, library@unionky.edu or you may get this information by logging in to your MyUnion account https://my.unionky.edu/ics. Once logged in, select the STUDENTS tab and open the Library folder in the left hand column. Scroll down the page to see the current username/password.

4) Select one of the pre-set subject categories, for example, Wellness and Recreation, to continue your search:

5) Continue to follow the subject link:

6) Enter keywords or brief phrases and click SEARCH.
7) Narrow your search results as appropriate:

8) Choose Show More to further limit your results, most notably for Full Text articles or Scholarly (Peer Reviewed) Journals.

NOTE this “quirk”: Limiting to Full Text and/or Scholarly (Peer Reviewed) Journals may remove search results from certain databases due to search constraints, even though the database includes full text and/or scholarly information, for example, JSTOR.
Click on a specific title to open the ABSTRACT page (journal articles).

**NOTE:**
Though this article is available Full Text, not all articles are.
10) To search multiple reference databases via one search portal, use literati by CREDO.

If using the OFF CAMPUS LINK, enter the username and password for remote access when prompted. (If needed, reference #3 above for the procedure.)

11) Enter keywords or brief phrases and click SEARCH.

12) If included, use Topic Pages for your topic as these pages link to multiple reference, journal, book, and video resources.
13) Narrow your search results as appropriate and/or access additional resources:

Not all WTML databases are included in EBSCOhost Integrated Search or Credo Reference Online. To access these specific databases (for example, ARTstor), scroll down on the main Library and Information Resources page [http://www.unionky.edu/library](http://www.unionky.edu/library) and select Online Databases.
15) Enter the name of the specific database (for example, ARTstor) in either the Keyword or the Title search box and click on Apply.

![Library Databases](image)

You can also browse through an alphabetical listing of the library’s databases by clicking on Databases A – Z.

16) Select OFF CAMPUS LINK to access the database from a remote location. Enter the appropriate username and password when prompted. (If needed, reference #3 above for the procedure.)

![ARTstor](image)

17) Need help with documentation? Go to [www.dianahacker.com/resdoc](http://www.dianahacker.com/resdoc) for information re: MLA, APA, Chicago, and CSE.

![Research and Documentation](image)

To receive assistance when the Library is closed, email refdesk@unionky.edu. You should receive a response within 24 hours unless the library is observing a national holiday, e.g., Christmas.