Finding Books for Your Research
Books are good for research because:

• They include **in-depth information** about a topic.
• The information in them is **checked for accuracy** by trained editors.
• Book authors are often **experts in their field** who have conducted research on the topic.
You may want to use a book for your research if:

• You need in-depth information about your topic.
• You would like authoritative information written by an expert or group of experts.
• You need information that is of good quality.
• Your topic is not too specific.
• Your topic is not too new.
Finding Books

The recommended resource for finding books is the library catalog, Minerva.
Advantages of using the library catalog

Books you find in the catalog are owned by our three campus libraries.

As a student, you can get these books for your research through the campus libraries.

Alternative sources such as Google Books and Amazon may only provide previews of books.
To search Minerva, go to the libraries’ homepage: library.albany.edu
Begin by clicking the Minerva – Library Catalog link on the libraries’ homepage.
There are many search type options in the library catalog.

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Minerva Library Catalog
University at Albany
State University of New York

Full Catalog - Basic Search

Search only: by library/collection/format

Search Type:

Title/Subject keywords
Title keywords
Title begins with... (drop initial article)
Author (last name first)
Author (with title display)
Call number
Call number (Gov Doc)
Subject begins with...

Go

Examples:
- nor and detective?
- popular culture
- wind willows

Try the new (beta) catalog interface!
If you are searching for a specific item, begin with the **Title begins with...** search.
Otherwise, begin with the default **Title/Subject keywords** search to find books on your topic.
Choose a few keywords to describe your topic. Enter the keywords in the search box.

Full Catalog - Basic Search

Search only: [by library/collection/format] 

Search Type:

Title/Subject keywords

social media and privacy

Examples:
- nor and detective?
- popular culture
- wind willows
## Catalog Search Results

### Full Catalog - Search

Results for W:Title/Subject (OPA: social media and privacy). Sorted by: Year (descending)/Author.

**Sort options:** Author, Year, Title, Year, Author, Title, Year, Author, Title

### Records 1 - 10 of 10

<table>
<thead>
<tr>
<th>#</th>
<th>View Full Record</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>View Full Record</td>
</tr>
</tbody>
</table>

**Author:** Silverman, Jacobs.

**Title:** Terms of service : social media and the price of constant connection / Jacob Silverman.

**Year:** [2015]

**Availability:** Click All Items to check current status.

**Location / Call Number:** University Library / HML31-5554.2015

Click cover image for additional information.
The demonstrated search has returned 10 results.
For each item, you are shown a preview of information.
Use this information to choose which items to view in more detail.
Click **View Full Record** to see more information about the book.
Use the information in the **Summary Note** and the **Contents** fields to decide if a book is appropriate for your research.
Subject headings can help you find more books on the same topic. Choose the subject heading that most closely relates to your topic to view more books on that topic.
Click All Items for information on the book’s availability.

<table>
<thead>
<tr>
<th>Record Number</th>
<th>00240047</th>
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</thead>
<tbody>
<tr>
<td>Title</td>
<td>Terms of service, social media and the price of constant connection / Jacob Silverman.</td>
</tr>
<tr>
<td>Author</td>
<td>Silverman, Jacob</td>
</tr>
<tr>
<td>Subject</td>
<td>Information technology -- Social aspects, Privacy, Right of, Electronic surveillance -- Social aspects.</td>
</tr>
<tr>
<td>ISBN</td>
<td>075602282400 (hardback), 0082282468 (hardback)</td>
</tr>
<tr>
<td>Description</td>
<td>[lv], 429 pages ; 24 cm.</td>
</tr>
<tr>
<td>Includes</td>
<td>Bibliographical references and index.</td>
</tr>
<tr>
<td>Summary Note</td>
<td>Social networking has grown into a staple of modern society, but its continued evolution is becoming increasingly detrimental to our lives. Shifts in communication and privacy are affecting us more than we realize or understand. Terms of Service crystallizes the current moment in technology and contemplates its implications: the identity-validating pleasures and perils of online visibility; our newly adopted view of daily life through the lens of what is share-worthy; and the surveillance state operated by social media platforms—Facebook, Google, Twitter, and others—to mine our personal data for advertising revenue: an invasion of our lives that is as pervasive as government spying. Jacob Silverman calls for social media users to take back ownership of their digital servers from the Silicon Valley corporations who claim to know what’s best for them. Integrating politics, sociology, national security, pop culture, and technology, he reveals the surprising conformity at the heart of Internet culture, explaining how social media companies engineer their products to encourage shallow engagement and discourage dissent. Reflecting on the collapsed barriers between our private and public lives, Silverman brings into focus the inner conflict we feel when deciding what to share and what to “like,” and explains how we can take the steps we need to free ourselves from its grip. --Publisher description.</td>
</tr>
<tr>
<td>Contents</td>
<td>Contents: The ideology of social -- Engined to like -- Pics or it didn’t happen -- The viral dream -- Churnalism and the problem of social news -- To watch and be watched -- The war against identity -- The reputation racket -- Life and work in the sharing economy -- Digital seentime, or, we all work for Facebook -- The myth of privacy -- Big Data and the informational appetite -- Social-media recession.</td>
</tr>
<tr>
<td>Date Cataloged</td>
<td>20150808</td>
</tr>
</tbody>
</table>
Information about the book remains at the top of the page.
Take note of which library the book is located in.
The book’s status will tell you if it is currently available to borrow.
If the book is available, its status will read **On Shelf**
If the book is not available, its status will most often read **Checked Out**
Books that are not currently available can be requested using the **Request this item** link.
Learn more about interlibrary loan
(skip to page 38 to return to main content)
Interlibrary loan

If a book or article you are interested in is not currently available at the library, you can request a copy through interlibrary loan.
Interlibrary loan

It will take approximately 7-14 days to receive a copy of a book that you request through interlibrary loan.

There is no fee for this service.
Click the Interlibrary Loan link on the libraries’ webpage.
Use your NetID and Password to log in.
If this is your first time using interlibrary loan, you will need to fill out profile information to create an account.
On the request form, fill out the required information.
This includes the author, title, and date of publication of the book you are interested in.

<table>
<thead>
<tr>
<th><strong>Book Request</strong></th>
<th></th>
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<tbody>
<tr>
<td><strong>Describe the item you want</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Author/Editor</strong></td>
<td>Rudder, Christian</td>
</tr>
<tr>
<td><strong>Title</strong></td>
<td>State of Law: who we are when we think no one's looking</td>
</tr>
<tr>
<td><strong>Date of Publication</strong></td>
<td>2014</td>
</tr>
<tr>
<td><strong>Publisher</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Place of Publication</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Edition</strong></td>
<td>First edition</td>
</tr>
<tr>
<td><strong>Will you accept an alternate edition of this item?</strong></td>
<td>Yes</td>
</tr>
<tr>
<td><strong>ISBN (International Standard Book Number)</strong></td>
<td>9780385347572</td>
</tr>
<tr>
<td><strong>OCLC Number</strong></td>
<td>978224534</td>
</tr>
<tr>
<td><strong>Notes</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Item Availability and Location (Optional)</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Item Availability:</strong></td>
<td></td>
</tr>
<tr>
<td>[ ] Not currently available at UAlbany</td>
<td></td>
</tr>
<tr>
<td>[ ] Currently available at UAlbany</td>
<td></td>
</tr>
</tbody>
</table>
You can also include additional information about the publisher, edition, ISBN, etc. However, this information is not required for your request.
Once you’ve filled out the required information, click the Submit Request button. You will receive an e-mail notification when your item is available to pick up.
Interlibrary loan

Questions about interlibrary loan?

Phone number: 518-442-3613
E-mail: libill@albany.edu

Main content continues on the next page
If a book is on the shelf, you will need to write down the call number to find it.
Learn more about call numbers
(skip to page 45 to return to main content)
Call numbers

Books in the University Libraries are organized by call number.
# Call numbers

The call number is found with the other location information about the book in the catalog.

<table>
<thead>
<tr>
<th>Library</th>
<th>Collection</th>
<th>Call Number</th>
<th>Description</th>
<th>OPAC Note</th>
<th>Loan Type</th>
<th>Status</th>
<th>Barcode</th>
<th>Options</th>
</tr>
</thead>
<tbody>
<tr>
<td>University Library</td>
<td></td>
<td>HM851. S554 2015</td>
<td></td>
<td></td>
<td>Regular loan</td>
<td>On Shelf</td>
<td>39089025603944</td>
<td>Recall this item</td>
</tr>
</tbody>
</table>
Call numbers

Call numbers are organized by subject. Click here for information on which call numbers correspond to which subjects.

<table>
<thead>
<tr>
<th>Library</th>
<th>Collection</th>
<th>Call Number</th>
<th>Description</th>
<th>OPAC Note</th>
<th>Loan Type</th>
<th>Status</th>
<th>Barcode</th>
<th>Options</th>
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<tr>
<td>University Library</td>
<td></td>
<td>HM851 .555 2015</td>
<td></td>
<td></td>
<td>Regular</td>
<td>On Shelf</td>
<td>3908902563944</td>
<td>Recall this item See item details Not on shelf?</td>
</tr>
</tbody>
</table>
Call numbers

You can use the call number to find the book on your own or ask a librarian at the library’s reference desk for help.

<table>
<thead>
<tr>
<th>Library</th>
<th>Collection</th>
<th>Call Number</th>
<th>Description</th>
<th>OPAC Note</th>
<th>Loan Type</th>
<th>Status</th>
<th>Barcode</th>
<th>Options</th>
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</thead>
<tbody>
<tr>
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<td></td>
<td>HM651 .5554 2015</td>
<td></td>
<td></td>
<td>Regular loan</td>
<td>On Shelf</td>
<td>39009025363944</td>
<td>Recall this item, See item details, Not on shelf?</td>
</tr>
</tbody>
</table>
Call numbers

You will need the book’s full call number in order to find it in the library.
Call numbers

Interested in learning more about call numbers?

Navigate to this resource from the library:

http://library.albany.edu/infolit/call

Main content continues on the next page
Use the range finders to find the right shelf.
Bring your book to the library’s circulation desk to check it out.
Use your SUNY card to check out your books.
Thank you for completing this tutorial!

We hope you found the information in this tutorial helpful.

Questions? Please feel free to contact us. Help is available 24/7.

http://library.albany.edu/help/im

If you are completing this tutorial as an assignment,

click here to fill out the credit form.