

How to Access HACS eEncyclopedias(A-Z)

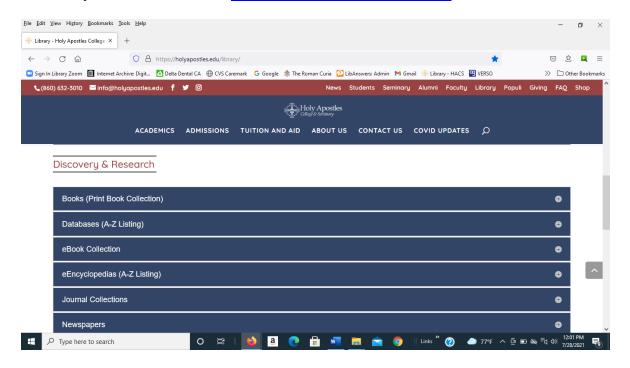
You will need to locate your Patron ID/Library Barcode to access all of our eEncyclopedias.(if you are off-campus)

Please follow these instructions to locate your Patron ID/Library Barcode:

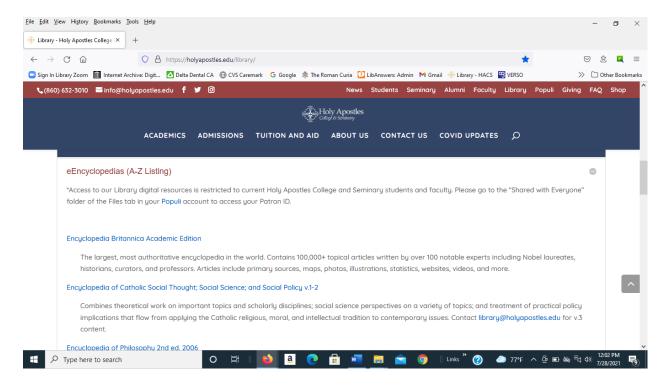
- 1. Log into Populi.
- 2. Go to the "Files" tab in the upper left-hand corner of your Populi account.
- 3. Select the "Shared with Academic Admin, Faculty, Staff, Students..." Folder.
- 4. Select the "Patron ID/Library Barcode" Word document.
- 5. Open this document to locate your 14-digit Patron ID/Library Barcode.
- 6. Use this 14-digit Patron ID/Library Barcode to access our online databases.

To access the eEncyclopedias, follow these instructions and screenshots

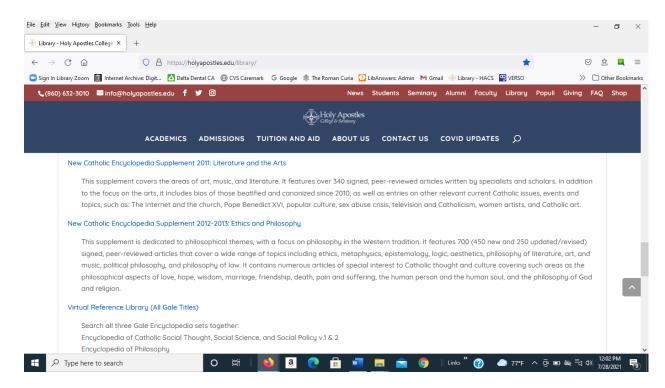
1.Go to the HACS library Webpage and locate eEncyclopedias(A-Z) under the Discovery and Research tab: https://holyapostles.edu/library/



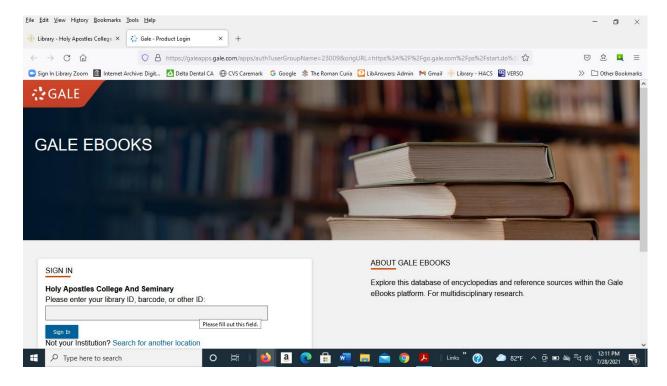
2.Click on eEncyclopedias. You may select an individual title or scroll down to the very last encylopedia listed and select Virtual Reference Library (All Gale Titles)



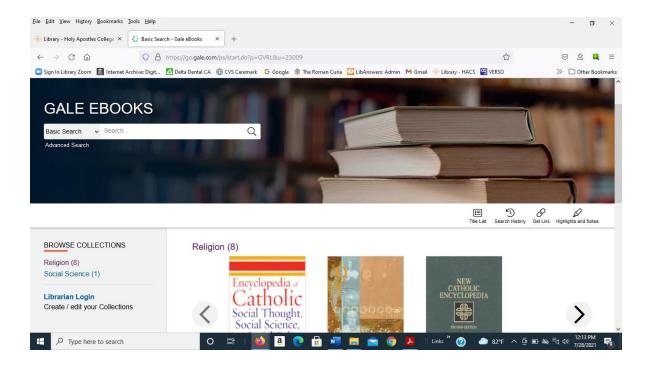
3.All Gale Titles



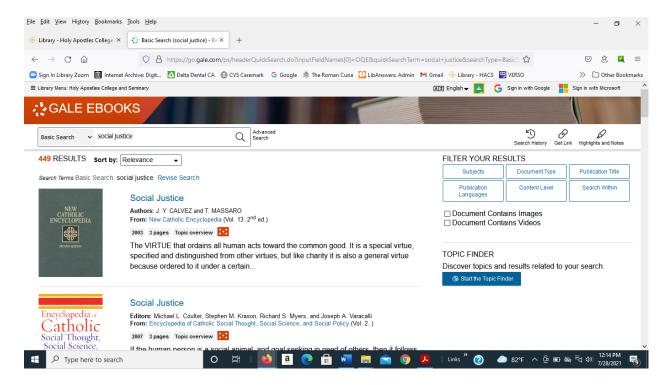
4. You will be asked to put in your Patron ID/Library Barcode



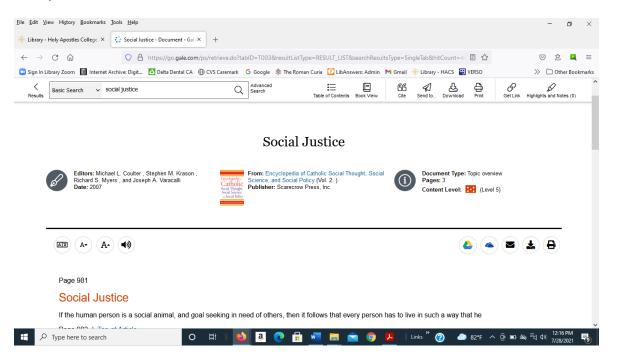
5. Type in your search term(s) This screenshot is using All Gale Titles



6. Example shows search for social justice. The first two articles are from two different eEncyclopedias.



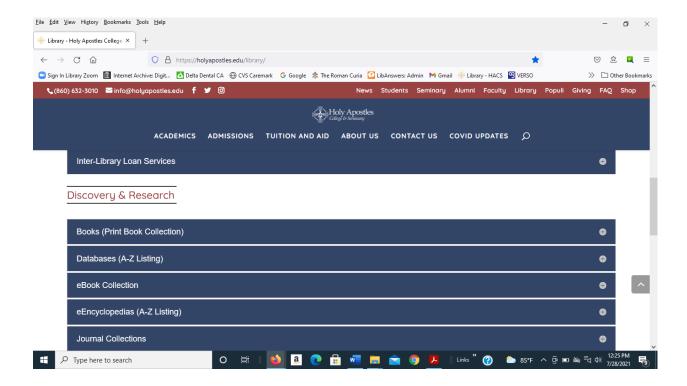
7. Simply click on the title and the article will appear. This screenshot shows the second article from the *Encyclopedia of Catholic Social Thought, Social Science, and Social Policy*



8. Use the icons on the far right side of your screen if you prefer to save, print, download, or email this article for your files. (Google Drive, Microsoft OneDrive, email, download, print)

Please note:

The Encyclopedia of Catholic Social Thought, Social Science, and Social Policy volume 3 is available on our Academic eBook Collection. Please search by title in this eBook collection.



Please contact me if you need further assistance. Clare Adamo / Director of Library Services <u>cadamo@holyapostles.edu</u> 860-632-3011

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