Holy Apostles College & Seminary

Cultivating Catholic Leaders for Evangelization

Tutorial for Searching the ATLA Religion Database with ATLA Serials Plus
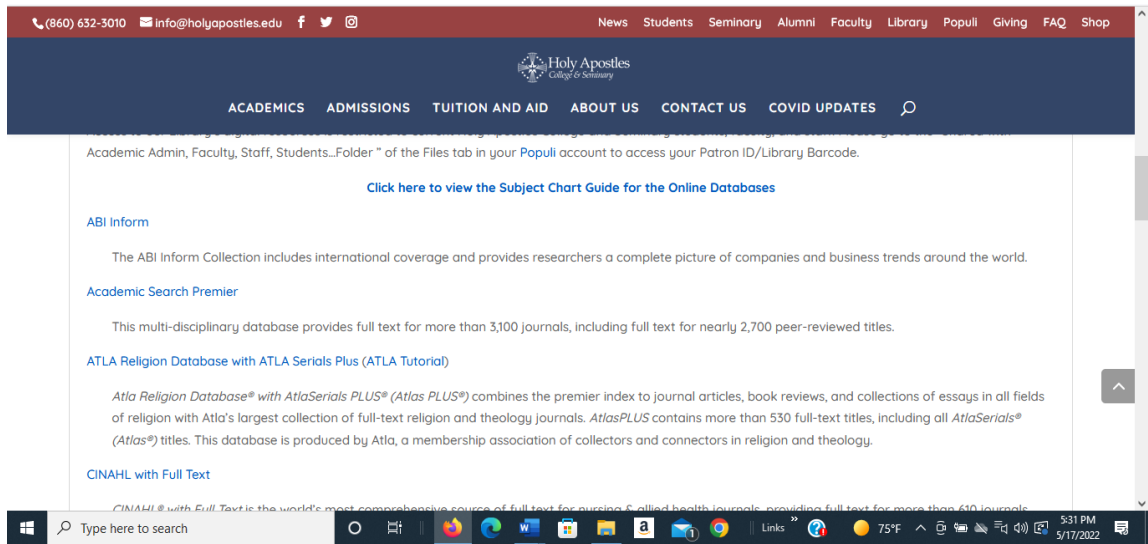
(Revised May 17, 2022)

Begin by locating 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.
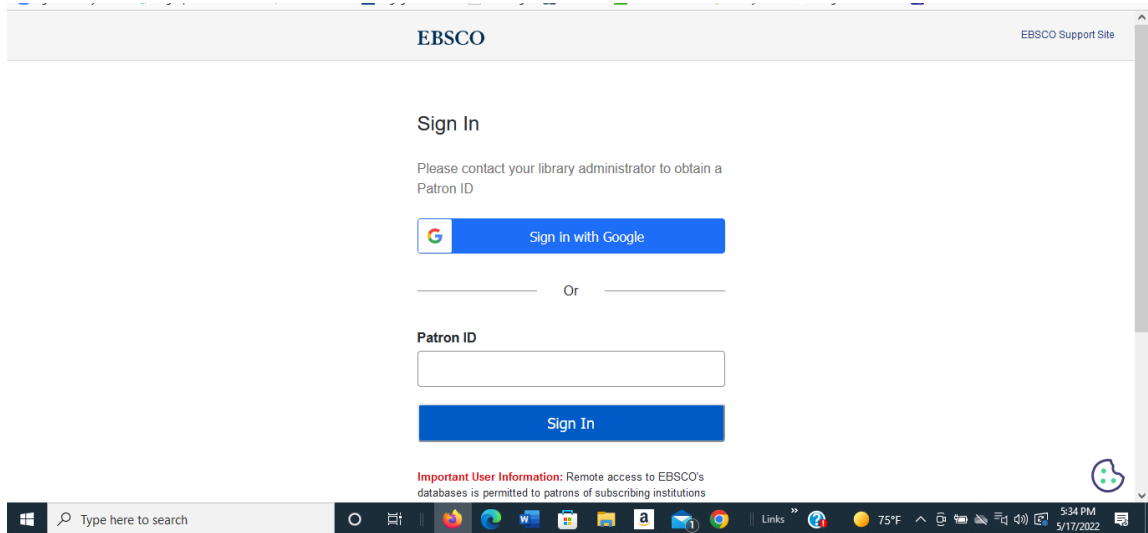6. Use this 14-digit Patron ID/Library Barcode to access our online databases.

1. Go to the Library Webpage at www.holyapostles.edu/library. Scroll down to the Research and Discovery section. Please note the instructions on how to access our digital resources.
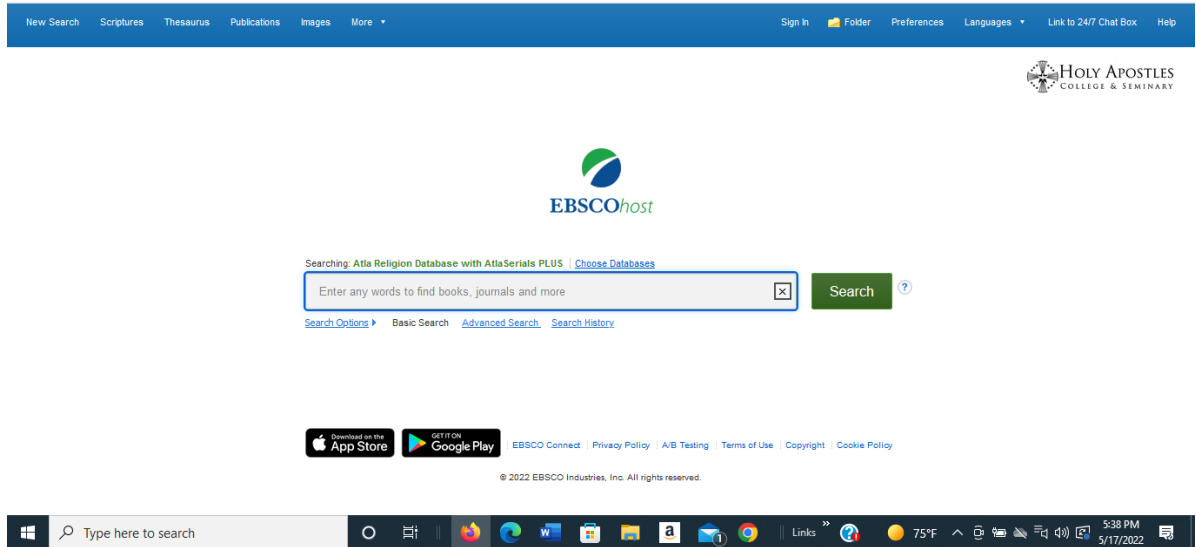

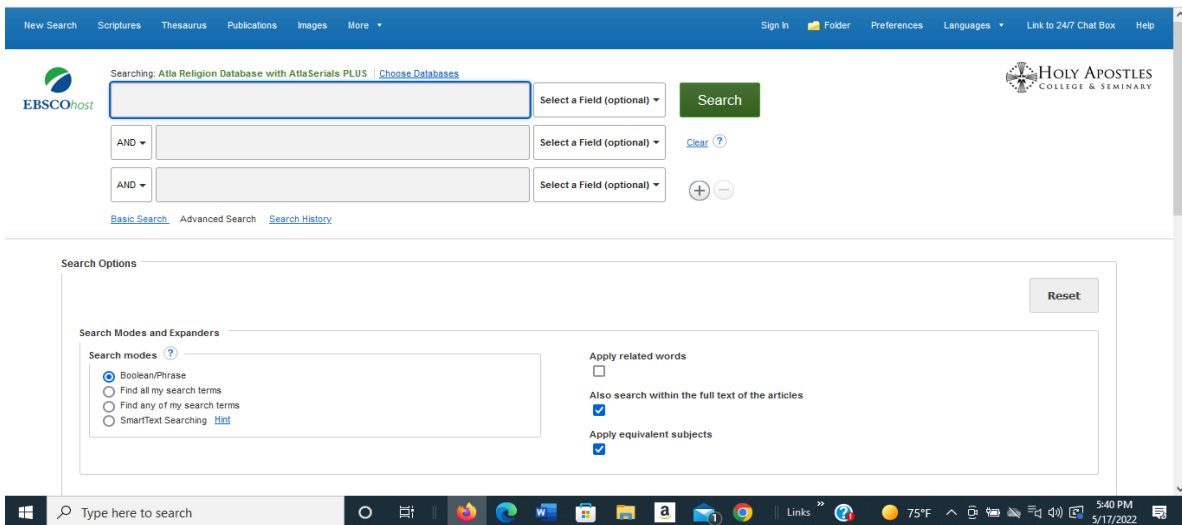2. Select Databases (A-Z Listing). Click on the ATLA Religion Database with ATLA Serials.

3. Enter your 14-digit Patron ID/Library Barcode in the appropriate box. You may also sign in with your Holy Apostles Gmail account.
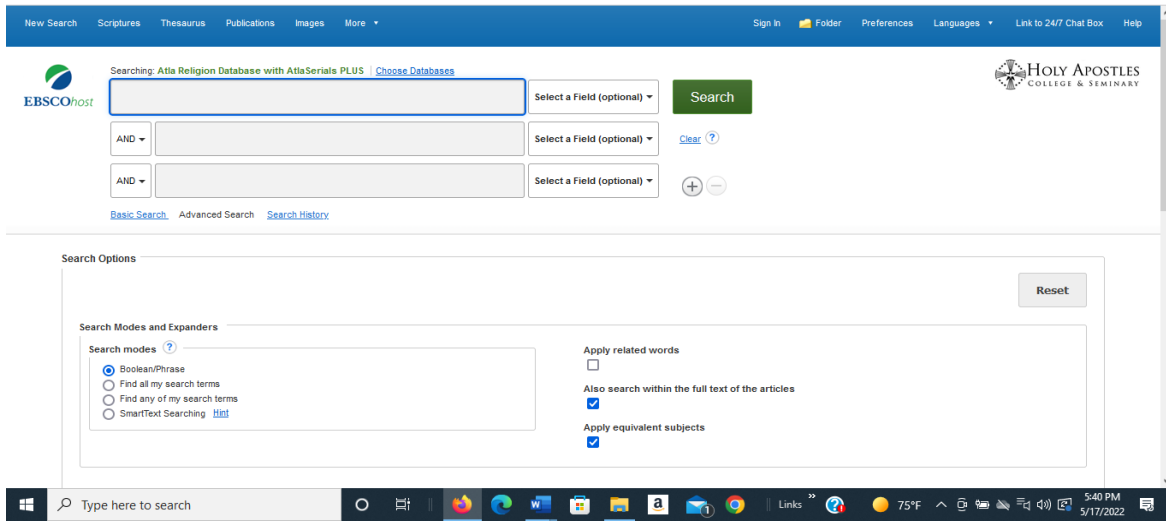
4. Once you have logged into ATLA, you will see the Basic search screen with the EBSCOhost symbol to indicate you have entered the EBSCO platform. The name of the database you are searching will be printed above the single Basic search box.
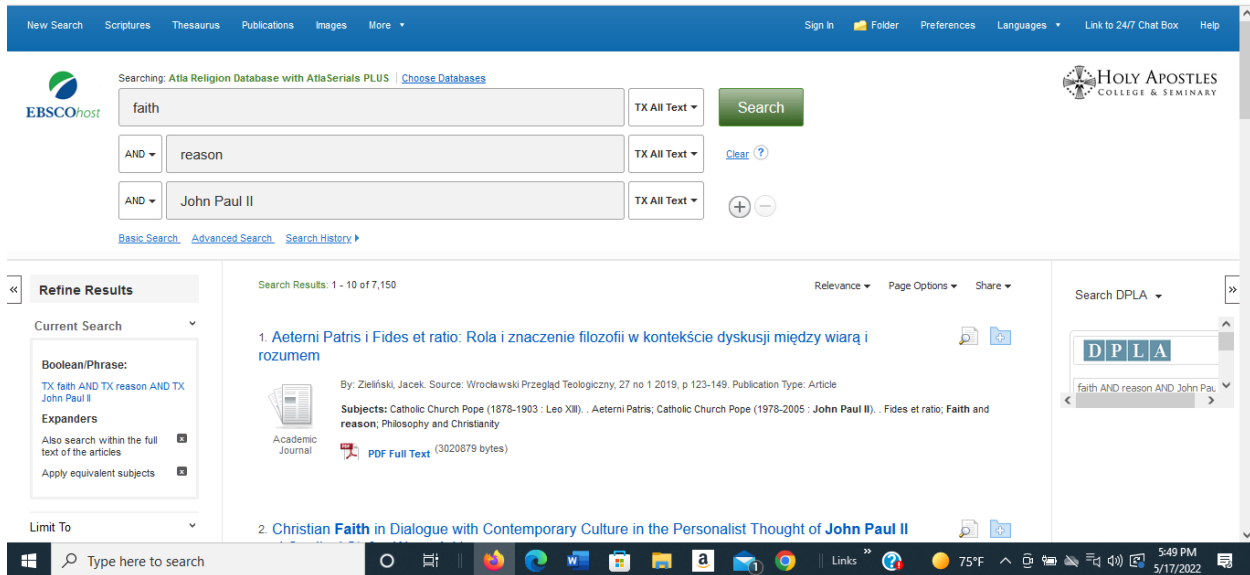

5. At the Basic Search screen, click on the Advanced Search button, located beneath the search box. The new screen will have three search boxes.

6. At the Advanced Search Screen, type in your search terms. You may type a different term in each box. You may also add another search box by clicking on the " + "sign at the right of the third box.

7. In the following example, we have typed three different search terms in our quest to find articles by or about Pope John Paul II regarding faith and reason. We kept the search fields "all text." This search has resulted in 7,150 citations.

8. For more precision, you may change the search fields. In this example, we changed the fields to "subject" for both faith and reason. We kept John Paul II "all text" to locate articles both by JPII and about JPII. This search resulted in 263 citations.

9. To limit your results further, go to the left side of your screen under "Limit to" by checking the boxes in front of:

Limit To

- ☑ Full Text
- ☑ Scholarly (Peer Reviewed) Journals
- ☐ Open Access

Limit next by Source Type by checking Academic Journals

Limit by Source Type

- ☐ All Results
- ☑ Academic Journals
- ☐ Reviews

10. Your results have now decreased to 108 full text, academic, peer-reviewed scholarly articles.

11. The results are reported by relevance. You can see that number 1, "The Main Aspects of John Paul II's Encyclical Fides et ratio in the Current Historical and Theological Environment" may be exactly the type of article you are looking for: – an academic, scholarly, peer reviewed article. You can now read this article, download, print, or email it to yourself.

12. To further limit your results, scroll down along the left side of your screen. You may change your results by the following filters:

Publication dates – left click and hold the lower date and drag to the right or visa versa
Subjects – select those more specific subject breakdowns that interest you
Publications – limit to specific title(s) indexed
Language – limit to specific language(s)

13. You should use this same search technique in any other database listed on our Library webpage. Most of our databases are hosted by EBSCOhost and the platform will look familiar to you after a few searches. You may also establish a **free account with EBSCOhost** by following the link at the "Sign In" tab in the upper right-hand corner of every EBSCOhost page.

14. If you require further assistance, or you would like to schedule an individual tutorial, please contact me at library@holyapostles.edu or at 860-632-3011.

Clare Adamo / Director of Library Services   (5/17/22)