

Distance Learning Library Services

Welcome to the Library at Herkimer County Community College. The Library is open 64 hours per week and a librarian is always available. If you are not available during these listed times described on our [Library Home Page](#), please feel free to contact us at (315-866-0300, x.8394) so that we can try to arrange a mutually agreeable time to provide you with service.

Distance Learning courses assist those students who are unable to get to the Campus to take a course. Distance Learning Library Services are available to off-campus HCCC students who are presently registered in a HCCC SUNY Learning Network (SLN) online course and **are not** taking any on-campus courses at HCCC. Distance Learning Library Services **are not** available to HCCC Students enrolled in on-campus courses or individuals not associated with HCCC.

If you enroll in one of the HCCC Internet Courses, you will be able to interact with your instructor, your classmates and the course content over the web. We supply a broad area of assistance to remote learners. These include access to [journal databases](#) as listed on our home page, individual research support and instruction via telephone and e-mail.

If you are uncertain which database to use to locate material for your research, or you would like to know how to create a bibliography, or have any other questions, please look at the HCCC [Library Web Site](#) or contact us and we would welcome the opportunity to share our know-how with you. This page describes our Distance Services and policies and offers students and faculty help in maneuvering around our many online resources.

See the [Internet Academy Site](#) for information on distance learning courses.

Finding Books: Information For Distance Learner

To locate books on your subject housed at HCCC Library, begin searching the [HCCC Library Catalog](#). You can explore the HCCC Library Catalog by keyword, subject, author, or title. If you are unable to discover books on your subject after examining the HCCC Library Catalog, please contact HCCC's Librarian for Public Services at (315) 866-0300 or by e-mail mullinmi@hccc.suny.edu for additional support.

Additional Choices For Finding Books On Your Subject

SUNY Open Access is a policy of the State University of New York that makes available the library resources on each individual campus to the University community of students, faculty and staff. A valid State University I.D. Card entitles a student to

borrowing privileges, library services and use of the facilities of all SUNY college libraries. To explore online catalogs of books circulated by [other SUNY Libraries](#) go to that link on the HCCC Library Catalog.

Area Public, College & University Libraries are available to the community as a whole, for reading or reproducing book chapters and journal articles, and for accessing reference materials. These privileges are available at no expense or for a reasonable charge. Visit your local public library to familiarize yourself with their resources to assist you with your assignments.

Interlibrary Loan Service is available to all Distance Learners upon completion of the necessary [Interlibrary Loan Form](#) which is available online. Interlibrary Loan materials are received in approximately 7-10 business days and will have to be picked up at the Library once you are notified.

Distance Learning Search Engines

Google - <http://www.google.com/> - Your one stop search engine that does not exhibit pop-up advertising with a simple passageway to greater than 4 billion web pages, complete with a calculator to assess mathematical expressions, a glossary of definitions from different online sources, a product search service, a product exploration accommodation, scout out local businesses and services, the most current in news stories, phone/address book information, a spell checker, stock/mutual funds data, street maps, travel information, web page translations, and plenty more.

AltaVista - <http://www.altavista.com> - AltaVista is the speed demon of all Internet-Search Sites. A large site that is distinctive in locating particulars on the web and other portions of the Internet supplying entrance to information to the world-wide population in assisting users retrieve what they require rapidly and instinctively.

Ask Jeeves - <http://www.ask.com/home> - A leader in quality data retrieval technologies that enables users to search by question, phrase or term, a source for pictures, a listing of popular products, current news and weather information, stimulating questions answered and kid-friendly computer exploration.

Dogpile - <http://www.dogpile.com> - Explores the Internet's foremost search engines until at least ten matches are colonized and permits usage of Boolean and proximity agents. Access superior findings from a unified group of quality search engines rather than solutions from individual search engines.

Yahoo - <http://www.yahoo.com/> A web site that combines content, application tools, and online shopping. This site features a search engine and directory to help users navigate the web. Also includes 25 international sites in 13 languages. Yahoo! aggregates content from news, financial information, and streaming media sources, and offers registered users personalized web pages, e-mail, chat rooms, and message boards.

WebFerret - <http://ferretsoft.com/> WebFerret by FerretSoft is one of the most excellent search programs. The suite of search programs operates web-page searching better than any other

searcher you can find. WebFerret uses the latest multithreading techniques and allows you to search for a topic, or phrase or a word among hundreds of thousands of messages in thousands of news groups.

Resources For Distance Learning

Newseum - / <http://newseum.com> – The interactive museum of news from front pages of newspapers across the world, Pulitzer Prize-winning photographs, past and present war stories, reports of the century, editorial and political cartoons, photojournalist of the month and so much more.

Digital Librarian - <http://www.digital-librarian.com/> - A librarian's choice of the best of the Web by Vail Anderson, a "real" librarian in Cortland, south of Syracuse, N.Y. This site has no frames, no Java, no images, no background music and not a single banner ad. What this site does have is a collection of thousands of intelligently organized links to the most useful Web sites in the world and perhaps the best ways to locate information and lore about the state and the CNY region.

Best Environmental Resources Directories - <http://www.ulb.ac.be/ceese/meta/cds.html> - A variety of superior internet environmental directories specializing in environmental information and resources for more than 650 environmental subjects that is updated triennially with guides on air, soil, water, waste, nature, etc.

Writing-World.com - <http://writing-world.com/links/dictionaries.shtml> - A world of writing tips for writers around the world, this is the finest dictionary site online with on-line dictionaries, glossaries and language resources. This site also offers an index to features and columns by writing category with plenty of helpful information.

LibrarySpot - <http://www.libraryspot.com/> - An amazing in-depth site which serves as a virtual library resource center for educators and students, librarians and their patrons, families, businesses, and anyone probing the web for beneficial research information. LibrarySpot.com is a functional, winning and priceless asset for online research that makes searching for data a speedy, pain free, and pleasant adventure.

Tools For Distance Learning

Broadgun.com - <http://broadgun.com/> pdfMachine from BroadGun Software is a program that costs \$49, but you can try it for free. PdfMachine works as if it were an additional printer and you can create a PDF from anything you can print – from a Web page or a word processing document, for example, or from a group of images. pdfMachine can show you how to invent PDFs with ease and accuracy.

Fax4Free.com - <http://www.fax4free.com/home.asp> A pioneer in internet faxing, Fax4Free.com has been rendering resolutions to consumers and businesses permitting users to send faxes via web-based email to fax machines or email accounts, incoming faxes are received in a web-based email account. This site is user friendly and a simple to use accommodation.

MakeAShorterLink - <http://www.makeashorterlink.com/> This web site produces an answer to a problem with a URL so long it cannot be pasted into an email or other document by copying your "long" URL, pasting it into a Make a Shorter Link's text entry box, and it makes a shorter URL for free and will not cause the recipient any problems.

Jyte.com - <http://www.jyte.com/> Up-to-the-minute news launched to your desktop in one easy-to-use program that is free of charge. Post an inquiry and Jyte continues to work with it every time you run it, establishing an uninterrupted source of information on the precise topic chosen.

Microsoft Corporation - <http://www.microsoft.com/> Microsoft Corporation presents a broad selection of technological articles, Windows support, most popular downloads, support newsgroups, trial software, service packs, contact information for business computing, the latest in security patches, and other customer services

Plagiarism Detection Tools

Bedfordstmartins.com - <http://bcs.bedfordstmartins.com/plagiarism/default.asp> Nick Carbone, Director of New Media at Bedford/St. Martin's, has unfolded live workshops on preventing plagiarism free for instructor's use and to print out as necessary. Also included are discussions concerning plagiarism; detection services and search tools.

StickySauce.com - <http://www.stickysauce.com/> The Webmasters Resource that links you to a list of websites that relate to tips on detecting and avoiding plagiarism, copy detection mechanisms, protecting your rights on the internet, exposing cybercheating, and many more sources of information.

Internet Marketing Register - <http://www.marketing-register.com/> Who's who, What's What In Internet Marketing gives you an excellent listing of online sites offering complete information on plagiarism resources, accidental and intentional plagiarism prevention, plagiarism detection systems, and more online resources for people concerned with the growing problem of internet plagiarism.

Shambles.net - <http://www.shambles.net/pages/staff/Plagiar/> Shambles.net is a power researcher that prevents plagiarism by giving researchers and writers self-operating tools to follow roots, record research and writing exercises, propose their task and present work with prime data beside the paper.

TurnItIn.com - <http://turnitin.com/static/home.html> This website copes with online plagiarism prevention in assisting educators and students in benefiting from the Internet's educational possibilities. Put to use by institutions in over fifty countries, these products help the progress of individuality in student work, enhance student writing and research skills, promote creative learning and preserve precious instructor time.

Citation Tools

NoodleTools - <http://www.noodletools.com/> This site furnishes assistance for student research in how to cite the sources from printed and on-line books, reference sources, magazines,

newspapers, etc and escorts you through data entry for all citations. Individual support is available via e-mail at no extra charge.

BetterEditor.org. - <http://www.bettereditor.org/> Renders a number of complimentary resources for professional editors containing a variety of links to costless online resources such as dictionaries, thesauri, style guides and publishers. Provides you with a guide to fundamental tools for editors incorporating books and software that professional editors make use of.

LexisNexis - <http://www.lexisnexis.com/citationtools/> Amalgamated citation tools for legal research that independently gathers citations from your document, authorizes them, and produces a brief message that identifies incorrigible cites for prompt concern. Also conserves on drafting time by adding identifiable citations and combining whole links to full-text documents.

Writinghelp-Central.com - <http://www.writinghelp-central.com/apa.html> American Psychological Association (APA) offers a writing styles guideline that is modified and upgraded regularly. This guideline spontaneously formats references and papers in APA Style, formulates notes, and incorporates a reference database.

Surfnetskids.com - <http://www.surfnetskids.com/bibliography.htm> - Surfing the Net With Kids, by Barbara J. Feldman offers a list of bibliography sources used in research. These sites are very helpful on creating bibliographic citations and some will develop bibliographic citations for you.

Online Atlases

Maps.com - <http://www.maps.com/> Offers a map locator that can be customized to suit your needs, presents digital and world paper maps, travel accessories, atlases, driving directions to the USA, wall maps, travel maps, printable report maps, political and physical maps, history maps, thematic maps and more.

NationalGeographic.com - <http://www.nationalgeographic.com/maps/> National Geographic full reference maps and geography index, globes, country and state profiles, printer-friendly maps, search for maps in MapMachine Online Atlas with updates, recreation and topographic maps and additional information.

Altapedia Online - <http://www.atlapedia.com/> Altapedia Online will assist students and teachers acquire knowledge about geography by presenting full color physical and political maps as well as crucial facts and statistics on countries of the world.

The National Atlas of the U.S. of America - <http://nationalatlas.gov/> The National Atlas of the United States of America is sustained by the U.S. Dept. of the Interior and offers interactive, multimedia and printed maps digitally and is a vital reference for data discovery.

World Sites Atlas - <http://www.sitesatlas.com/> This website presents a treasury of maps, points of interest, comprehensive tourist information for countries and territories, U.S. States and Canadian Provinces. Also provides links to maps, hotels, travel guides, background information, newspapers, useful sites and more.

Concept Information

IHM Concept Map Software- <http://cmap.coginst.uwf.edu/info/> - IHM Concept Map Software is a knowledge and organizing construction toolkit that features an article entitled, The Theory Underlying Concept Maps and How To Construct Them, by Joseph D. Novak, Cornell University.

Concept Mapping - <http://www.graphic.org/concept.html> All about concept mapping and the overall plan utilized in researching information, assembling the information, sharing the information and creating it into a web diagram.

Mind Tools – Information Skills – Concept Maps - <http://www.psychwww.com/mtsite/mindmaps.html> Learn and make improvements on note taking with concept maps that is a paramount improvement over conventional methods. For research or note taking, venture into experimentation with concept maps and discover their effectiveness.

Concept Mapping and Diagramming Software - <http://www.smartdraw.com/index.htm> Free trial-offer software that entails symbols and templates for developing all sorts of mind and concept flow maps. Simple mind mapping software that allows you to rapidly and with ease draw outstanding mind maps, concept maps, remarkable diagrams and more.

Learning Skills Program - http://www.coun.uvic.ca/learn/program/hndouts/map_ho.html - Concept Mapping is an instrument for supporting and intensifying many of the kinds of thinking and learning that we are required to do. This site will show you how to do a map, acquaint you with organizational patterns, disclose the benefits of mapping, the ways in which you can make use of mapping a