4.5 **WGSN** is a design and fashion forecasting and trend analysis database. Access trend reports such as Interiors, Print & Graphics, Textiles, etc. by clicking on a category link. WGSN contains tutorials on many topics relevant to different areas of design, marketing, etc.

**Road to IELTS - Academic** — an online preparation and practice resource for IELTS with downloadable practice tests. With over 120 hours of interactive activities, advice videos from British Council experts, hints and tips on topics.

**Road to IELTS - General Practice** — provides interactive activities, advice videos from British Council experts, hints and tips on question types as well as downloadable practice tests, it is comprehensive, up-to-date and aimed precisely at the challenges candidates face.

Please contact library staff for a training session for any of the databases.
If you have problems accessing or searching the databases, please call staff during open hours at: Lidcombe College Library - 9643 4540 Fax: 9643 4545
Chullora Campus Library - 9742 0430
Or email: swsi.lidcombellibrary@tafensw.edu.au

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Guide to searching the online databases

**To connect to the databases**
- Go to [https://swsi.tafensw.edu.au/library](https://swsi.tafensw.edu.au/library). Click on **Students** tab.
- Click on **Library Services** link on right hand side.
- Select eResources. Log in to EQUELLA with your DEC portal details.
- Discovery main search page will open - see subsequent pages
1. **Keyword search** = default. This can be **BASIC** or **ADVANCED**.

2. **Subject area search**, e.g. Art, Design & IT, Building, Construction & Electrical, Environment & Sustainability, General Education & Applied Science, Health, Fitness & Massage, etc.

3. **Quick Links** — has five sub-options

   3.1 **Ask a Librarian** - online help for your information needs through chat, phone or email.

   3.2 **A-Z Databases**: choose this option to search a specific database from the alphabetical list. E.g. Academic Search Complete, Art & Architecture Complete, Computers & Applied Sciences Complete, Environment Complete, Standards Online, Sustainability Reference Centre, etc.

   3.3 **Library Guides** - online subject guides that provide access comprehensive study resources.

   3.4 **Ebsco eBooks** - allows browsing eBooks titles by category or doing a subject search about a topic or a specific title you are looking for.

   3.5 **Online videos** - a collection of videos streamed online from your DEC portal account.

4. **Specialist Databases** - provides links to BCA Illustrated, Environment Design Guide, National Construction Code of Australia, Standards Online Premium, and WGSN. Log in with your DEC username and password to access and search the databases.

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4.3 **National Construction Code of Australia (NCCA)** consists of Building Code of Australia & Plumbing Code of Australia. **Search** or **Browse** a specific volume of the latest NCCA and the archived earlier editions. Use DEC portal details in the EQUELLA log in page. If unsure, please ask for assistance to access and search NCCA. Search instructions are given during library class sessions.

4.4 **Standards Online Premium** - access full text standards via **Quick Search**, **Power Search**, or **Subject Search**. Use your Dec log in details to access the database. Please ask for assistance from staff. Search instructions are given during library class sessions.

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- Please ensure to click **Subscription logout** once you have finished your session.
4. Specialist databases: Use your DEC username and password in the EQUELLA log in page.

4.1 BCA Illustrated - is a version of the Building Code of Australia (BCA), enhanced with over 3000 explanations and illustrations. Use DEC log in details in EQUELLA screen to access.

Search options to BCA:

A. Index - will allow browsing the provisions of each section. Click a blue link on a topic to open the full text on the main screen. Links will open illustrations and explanations.

B. Search - allows KEYWORD search, apply limiters such as class 1 or 2, or all buildings.

C. News - provides notifications about updates, changes to references or clauses, etc.

4.2 Environment Design Guide - EDG has a library of over 200 peer-reviewed design notes covering various aspects of sustainability in the built environment for design practitioners. Please ask library staff for log in details.

1. Keyword search: [screen image on previous page]

1.1 Basic keyword: Enter your keywords into the search field. Click on search.

- As you type, some word suggestions are already displayed in a box. Click on one that is applicable, e.g., ‘sustainable development’ or continue to type your own keywords.

- **RESULTS PAGE** displays with 3 columns. [see screen image below]
  - Refine results options - left hand column allows other limits to be set on the results, e.g., date/year range, full text only, source types, subject/topic, etc
  - Bibliographic records - middle column - with links to full text PDF or html documents
  - TAFEcat and Library Subject Guides links - right column - to search TAFEcat & guides.

- **Search results** are displayed with 3 columns.
  - **Bibliographic records** middle - with links to full text PDF or html documents
  - **Relevance** top - will allow narrowing down and reduce number of retrieved documents:
    - Drag the slider to reduce years covered to 2005-2015. Number of documents is now reduced. Drag slider even farther to the right to reduce years, e.g., 2010-2015
    - Click on “Source Types” if you want to display documents from specific publications only, e.g., Academic journals, magazines, trade publications, book reviews, etc.
    - Click on “Subject” or its ‘Show more’ link to display more specific documents on the topic, e.g. climate change, social aspects, study & teaching, etc. For example, if you click ‘sustainable buildings’, 2,889 documents are displayed for the years 2010-2015; sustainable architecture will display 350 under sustainable buildings heading, etc.

- **Click on PDF or html link to display the full text in a new window showing the following:**
  - Left panel: Issue/volume of the eSerial in which the full text article is published
  - Middle panel: Full text of the selected document
  - Right panel: Tools to manage the opened article like Print, Email, Add to folder, Cite, Export, and Share will be displayed.

1.2 Advanced keyword: has added options to do TITLE or AUTHOR search. ADVANCED search displays a search page where limiters can be applied such as BOOLEAN, DATE/YEAR RANGE, SERIAL TITLE, WITHIN THE TEXT, etc before searching.
2. **Subject area search** - use this to search resources for your specific course or study area. E.g. Design, IT, general education (includes ABE/ESOL), Work, Health & Safety, etc.

3. **Quick links** search options

3.1 Ask a Librarian - for any query about searching and accessing library resources.

3.2 Databases List A-Z: choose this option to search a specific database from the list.

- Click on the title link to display the alphabetical list of SWSI subscription databases.

3.3 **Library Subject Guides** - these online guides provide comprehensive information about physical resources held in SWSI libraries and 24/7 access to eResources. Go to [http://swsi.tafensw.campusguides.com/](http://swsi.tafensw.campusguides.com/) to access the guides.

3.4 **EBSCO eBooks** link will open EQUELLA log in page. Use your DEC username & password.

- **BROWSE** for titles under the different subject categories—left panel.
- **SEARCH** for specific titles.
- **OPEN** an eBook in the Featured eBooks box.

3.5 **Online videos** will display the main guide with links to videos streamed to your device or computer. Use your DEC log in details in EQUELLA to stream any video. This guide is at [http://swsi.tafensw.campusguides.com/online_videos](http://swsi.tafensw.campusguides.com/online_videos).

- Select/tick the database you need to search to open the search window. E.g. **ANZRC** - Australia/NewZealand Reference Centre focused on Australian affairs, topics, news.
- Enter your search words, then click on **Search**. E.g. **Australia social media**.

- **Results list** will show Refine Search options and the links to the full text articles.
- Full search instructions are given during library class sessions. Please ask staff for assistance in searching or for more information.