

Copy and Paste Journal Article Permalink URLs

Example: Find materials on the topic “underground railroad” using a search of the relevant resources in the **WCC Single Search** discovery service:

1. Access the **Erwin Library** homepage at <http://www.waynecc.edu/library/>

The screenshot shows the Erwin Library homepage. At the top is a navigation bar with links: HOME, LIBRARY USERS, RESOURCES, WCC HISTORICAL ARCHIVES, CONTACTS, BLOG, and WCC HOME. Below this is a banner image of a woman at a computer with the 'Erwin Library' logo. The main content area has a left sidebar with a 'Home' section containing links like 'All Library Users', 'Faculty Users', 'Distance Ed Users', 'WCC Single Search', 'Online Public Access Catalog (OPAC)', 'Interlibrary Loan (ILL)', 'WCC Historical Archives', 'Contacts', and 'Blog'. The 'WCC Single Search' link is circled in red. The main content area has a heading 'Erwin Library' followed by a welcome message. Below this is a search section with tabs for 'Single Search' (circled in red), 'OPAC Search', and 'PAC Search'. Under the 'Single Search' tab is the 'WCC Single Search' box, which contains a text input field with 'underground railroad' (circled in red), a 'Search' button (circled in red), and radio buttons for 'Keyword' (selected), 'Title', and 'Author'. Two callout boxes provide instructions: one points to the 'Single Search' tab and the other points to the search box.

Click the **WCC Single Search** tab if the webpage hasn't already defaulted to this search area

Into the **WCC Single Search** box enter the topic search you wish to conduct with no punctuation, leaving the search on **Keyword**: in this example, “underground railroad” and click the **Search** button

2. Click the **WCC Single Search** tab if the webpage has not already defaulted to this search area
3. Into the **WCC Single Search** box under the **WCC Single Search** tab enter the search word, or string of words, for the topic search you wish to conduct, using no punctuation or extra words, and leaving the search set to **Keyword**: in this example “underground railroad”
4. Click the **Search** button beside the **WCC Single Search** box

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ERWIN LIBRARY, WAYNE COMMUNITY COLLEGE LIBRARY

Remote Location Database Access

Please enter your Erwin Library barcode number:
(use all the numbers in the barcode with no spaces):

Login

Enter all the numbers on an **Erwin Library patron barcode sticker** with no spaces

5. After clicking on the **WCC Single Search button**, if you are using the Erwin Library databases outside of the Erwin Library, login using all fourteen digits on your Erwin Library barcode sticker and click the **Login button**


The screenshot shows the Erwin Library search results page. The search term 'underground railroad' is entered in the search bar. The results list shows three items. On the left, the 'Refine Results' sidebar is visible, with the 'Limit To' section expanded. In this section, the 'Full Text' and 'Scholarly / Peer Reviewed' checkboxes are checked. A callout box points to these checkboxes with the following text: 'In the **Limit To** option list click inside the **Full Text** checkbox to eliminate all abstract-only entries from your **Results** list, and then click inside the **Scholarly/Peer Reviewed** checkbox if required for your research'. The search results list includes titles like 'Across the Border to Freedom: The International Underground Railroad Memorial and the Meanings of Migration' and 'The Trans Atlantic Slave Trade and the U.S. Underground Railroad'.

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Limit To

☒ Full Text
☒ Scholarly / Peer Reviewed
☐ Catalog Only

1861 Publication Date 2015



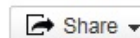
You may also click on and slide either or both of the **Publication Date adjustment bars** to select a new range of publication dates for your revised **Result list** of resources

6. In any **Results list page** you may refine and/or evaluate your search:
- Under the **Refine Results heading** on the left of the screen:
 - Click inside the **Full Text checkbox** to eliminate Abstract-only items in the list
 - And/Or, click inside the **Scholarly/Peer Reviewed checkbox** to eliminate all popular magazines and newspapers, etc. in the list
 - And/Or, enter revised years in the **Publication Date boxes**, or move either or both of the sliding **year adjustment bars** below the date boxes to select a range of dates that will then appear in the two date boxes above the bar and focus your research on materials published only within that range of years
 - Always allow the automatic **Update function** to save any of your new search parameters as you select each one, and then deliver a revised **Search Results page**

Search Results: 1 - 10 of 13,189

Relevance ▼

Page Options ▼



1. Across the Border to Freedom: The International Underground Railroad Memorial and the Meanings of Migration.



By: FAIRES, NORA. *Journal of American Ethnic History*. Winter2013, Vol. 32 Issue 2, p38-67. 30p. 13 Black and White Photographs.

Subjects: UNDERGROUND Railroad (U.S. history); EMIGRATION AND IMMIGRATION--United States; HISTORY; MEXICO--United States; CANADA; UNITED States



PDF Full Text (4.1MB)

Click on the **PDF Full Text link** to view the complete text of the article you have chosen

7. Review the **Results List** and click on the **PDF Full Text link** at the bottom of an entry for an article you wish to view

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From a **PDF Full Text** link in the revised **Results List**, the full text article will open in the same window; click the **Link icon** (“∞” infinity sign) in the right side of the window to open a **Permalink box** from which you can **Copy** and later **Paste** the URL into another document or assignment to use later to access the same article directly

Experience Rather th... 73
African American and... 78
▼ Illustrations
▶ Choose Another Issue

**Across the Border to Freedom:
The International Underground Railroad
Memorial and the Meanings of Migration**

NORA FAIRES

8. Locate and click on the **Link icon** (“∞” infinity sign) in the area to the right of the **article full text window** to open a **Permalink box** above the **article full text window**

[See below: Sample **Permalink box**]

9. Retrieve the **article permalink**:
 - a. Position your cursor inside the **Permalink box**, right click your mouse, and choose **Select All** from the **menu box**
 - b. Right click again inside the **Permalink box** where the entire URL is now highlighted, and choose **Copy** from the **menu box** (Or, Or, left click inside the **Permalink box**, and use your keyboard (hold down **Ctrl key** + press “**C**” key) to Copy)
 - c. Finally, right click inside your already opened email text box or document where you want to paste the Permalink to open a **format menu box** and left click on **Paste** (Or, use your keyboard (hold down **Ctrl key** + press “**V**” key) to Paste)

[See below: Sample Assignment in which a **Permalink URL** has been pasted: the **Permalink URL** pasted into the assignment can be accessed from the document only by using the mouse to highlight the entire URL, right-click on it, choose **Copy** from the call-out menu box, then **Paste** the copied Permalink URL directly into a browser to search, or into another format in which it can be turned into a hyperlink]

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Information Literacy

Program Learning Outcome

Please list two sources that fit the description of a Scholarly source used in your Information Literacy Handout. **Underneath EACH one: list and briefly describe TWO specific characteristics of that source that qualify it as Scholarly.**

Scholarly Sources

Scholarly Source 1: Ebsco host-Academic Journal.

From this Word document you must Copy and Paste the entire URL into a browser to access the article

<http://cgez.waynecc.edu:2048/login?url=http://search.ebscohost.com/login.aspx?direct=true&db=aph&AN=84633827&site=eds-live>

Faires, Nora. "Across the Border to Freedom: The International Underground Railroad Memorial and the Meanings of Migration." *Journal of American Ethnic History* 32.2 (2013): 38. *Masterfile Complete*. Web. 23 March 2015.

Qualifier 1:

Qualifier 2:

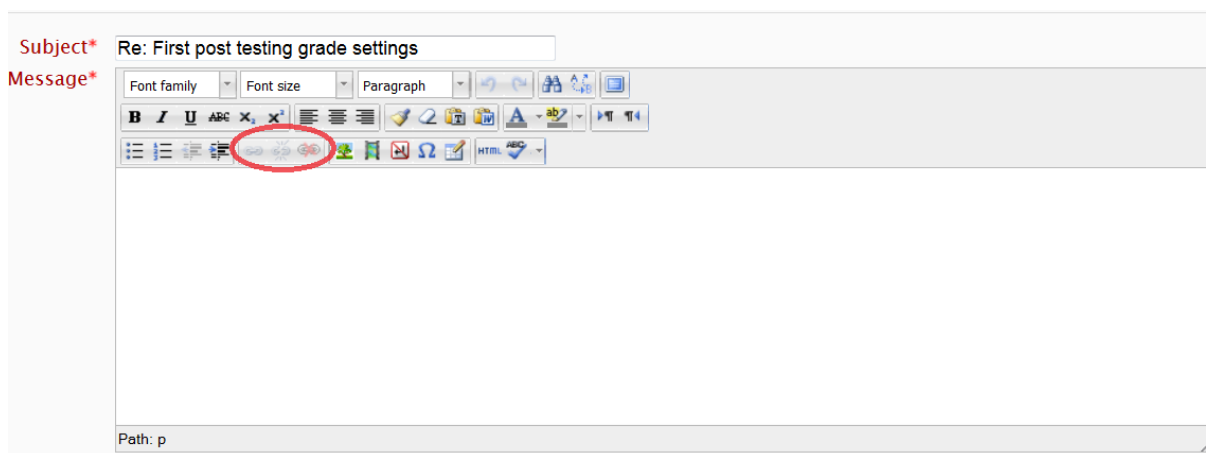
Note: If the user clicks on an article Permalink when using a computer outside the Erwin library, he or she will be prompted to enter his/her Erwin Library patron barcode number for access

Next: Create a Hyperlink for the article Permalink URL pasted into a Moodle discussion forum or email text box

Creating a Link in a Moodle discussion

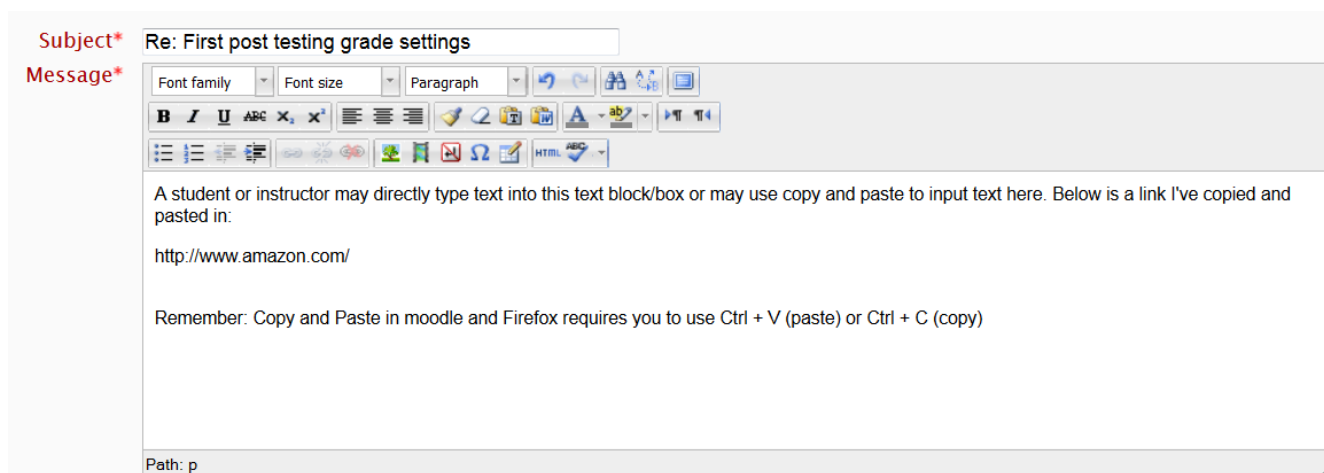
Creating a hyperlink in a Moodle discussion forum, or in any Moodle text box is a simple process.

- Login to Moodle
- Navigate to the course
- Click on the desired forum/discussion
- Click Reply or Add a New Discussion (whichever applies)
- A block similar to this one will appear:

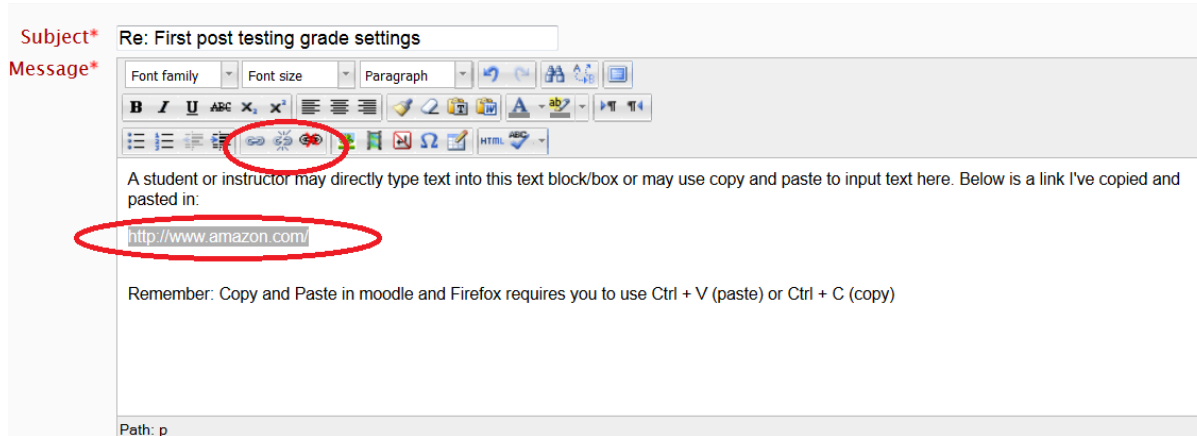


Notice the buttons circled in red, those will remain grayed out until text is selected to create a hyperlink.

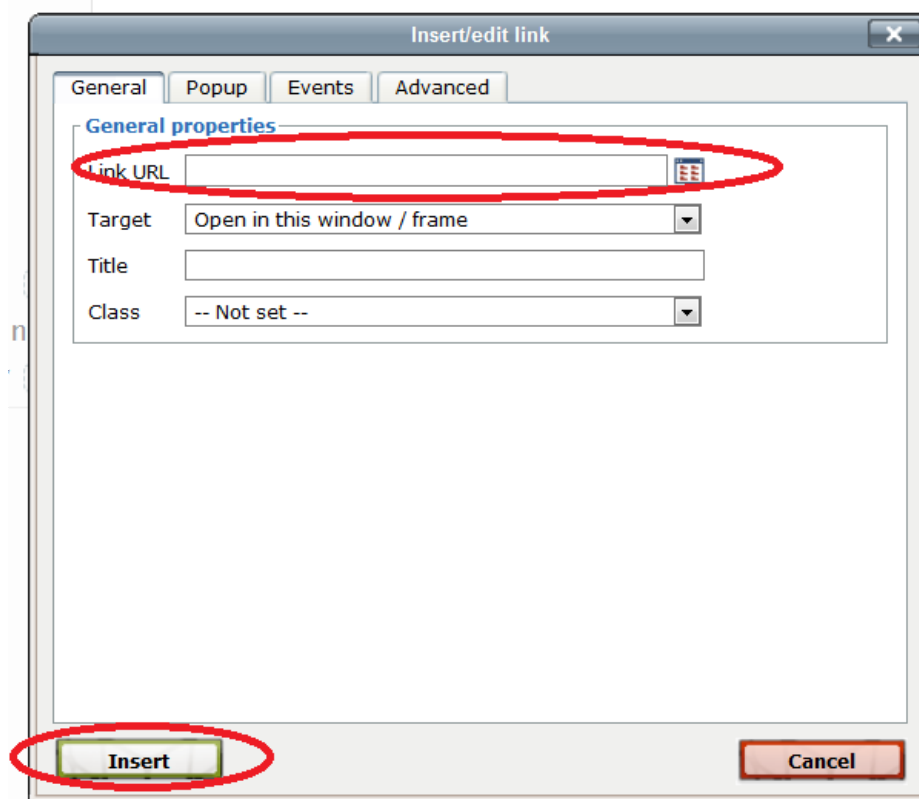
- Type in or copy and paste in some text. This can either be the actual link, which has been copied from a browser or some other text the user typed in.



- Once the text for the hyperlink is input, highlight it. Notice that now that the text is highlighted the grayed out hyperlink buttons are now active:



- Click on the first of the three hyperlink buttons (insert/edit link), the following window will appear:



- Insert the link in the **Link URL** block circled above. Then click **Insert**
- The highlighted text will now be formatted as a hyperlink, finish entering any other text to complete the entry and click **Post to Forum**
- The post will appear in the forum with an active hyperlink.