



Finding Periodical Articles Using Print Indexes

Periodicals are:

- magazines, journals and newspapers.
- available *in print* (on paper); *online* (entire issues or individual articles); and *microfilm* or *microfiche* (paper versions photographed and reduced to a very small size, read with special machines.)

Periodical Holdings List

This alphabetical list of periodical titles that the CCSF Libraries have (“holdings”) is on the Library’s website <http://www.ccsf.org/Library> and printed in large-ring binders located at Reference and Periodicals Desks. The binders also list periodical titles grouped by broad subject areas.

Locations

Each campus library arranges periodicals alphabetically by title and then by date. Printed periodicals are on shelves, microforms are in cabinets. Below are the locations of periodicals in each library.

Rosenberg Library: East side of the 4th floor

Downtown Library: near the library entrance

John Adams Library: next to the Reference area

Josephine Cole Library, Southeast Campus: near the library entrance

Alice Statler Library: near the library entrance

FINDING PERIODICAL ARTICLES

Printed periodical indexes and online periodical databases* are tools that provide subject access to articles in periodicals. Some cover a wide range of subjects (general indexes); others cover specialized journals in a particular field or discipline, and sometimes in books. Some periodical indexes may include abstracts (summaries of articles).

Printed periodical indexes allow you to:

- Search by subjects and sometimes by authors;
- Search for historical information published in years before online databases became available, as well as current information
- Find articles from periodicals for which an online database may be unavailable (e.g., *Art Index* covers some periodicals that are not included in the online databases accessible through the CCSF Libraries.)

General Indexes

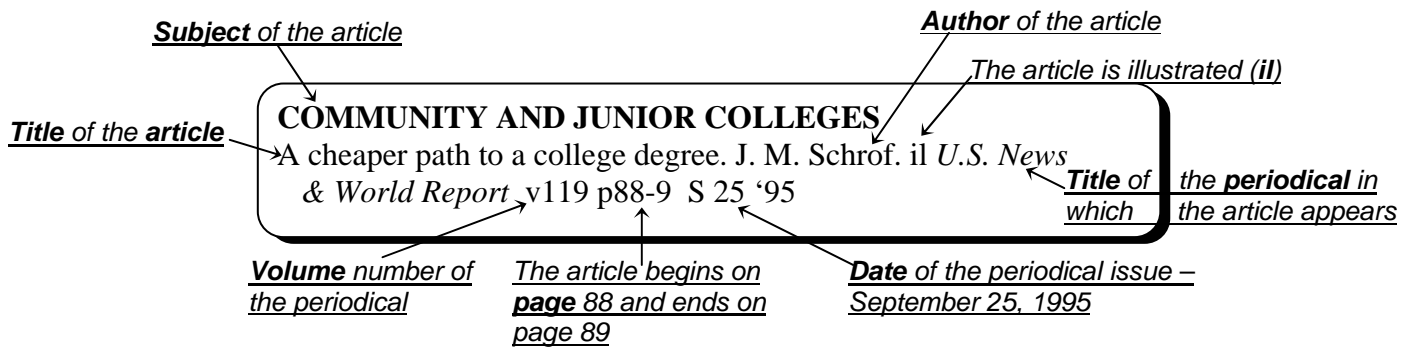
Readers’ Guide to Periodical Literature is an example of a general index, one that leads you to articles in popular magazines covering all subject areas. The Rosenberg Library has the *Reader’s Guide* from 1890 to the present. Once you learn how to read a citation from *Readers’ Guide*, you will know how to read citations in many specialized indexes as well.

- A *citation* is the information you need to identify and locate a work. For a periodical article, it includes the author, article title, periodical title, date, page number, and sometimes volume and issue numbers.**

* See the handout *Finding Periodical Articles Using Online Databases* for more information.

** For more information, the library has handouts for citation formats for both print and online resources.

A sample citation from *Readers' Guide to Periodical Literature*:



Specialized Indexes and Abstracts

Specialized indexes lead you to periodical articles in a particular subject area. Some of the subject indexes available at the Rosenberg Library include:

Current Subscriptions

- *Art Index* (1935-38, 1941-present)
- *Biography Index* (1946- present)
- *Black Periodicals, G.K. Hall Index to* (1907- present)
- *Book Review Digest* (1905- present)
- *Cumulative Index to Nursing and Applied Health Literature* (1985- present)
- *Short Story Index* (1890- present)

Noncurrent Subscriptions

- *Applied Science & Technology Index* (1985-2001)
- *Education Index* (1947-1999)
- *Essay & General Literature Index* (1900-2001)
- *General Science Index* (1993-2001)
- *Humanities Index* (1974-2001)
- *Psychological Abstracts* (1998-2000)
- *Social Sciences & Humanities Index (the International Index)* (1940-1974)
- *Social Sciences Index* (1974-2001)

Newspaper Indexes

Some newspapers publish their own indexes. The Rosenberg Library owns the following:

- *Christian Science Monitor Index* (1965-1992)
- *San Francisco Chronicle Index* (1904-present)
- *New York Times Index* (1939-present)
- *Wall Street Journal Index* (1965-present)

A sample citation from the 1992 *New York Times Index*:

