Finding Full-Text Articles

These instructions will assist you in locating a copy of a specific
newspaper, journal, or magazine article.

If you are not looking for a specific article and are just beginning your research or
exploring a topic more broadly, use CrossSearch or the Research Databases instead.

If you are having trouble finding your article, need direction on using the Research
Databases, or have additional questions, please contact libref@holycross.edu or visit
our 24/7 Chat Service.

Option 1: Find Articles Online
Option 2: Find Articles in Print (for Doc Delivery)
Option 3: Interlibrary Loan

Option 1: Find Articles Online

A Note on Citation Information

As you might expect, locating a full-text article requires, at bare minimum, that
you know the title or partial title of the article you are searching for. To use the
tools recommended here, you will also need to know the name of the journal,
magazine, etc. where your article was published (and ideally, the publication date
and/or volume).

What if you don't have the citation?

If you have at least the article title, a good strategy is sometimes to search for
the article title "in quotes" in Google Scholar. Usually, this will lead you to the
name of the journal as well as other important information like the author,
volume, issue, etc.

Can't find it?

Contact us at libref@holycross.edu or chat at
https://libguides.holycross.edu/ask, and we will do our best to help!

Using Browzine

The easiest way to locate a specific journal and article is through the **Browzine** ejournal finder. This list will tell you which journals we have online access to, for which dates, and in which databases.

1. Make sure that you have the citation information for your article handy. Ex -

    Cormier Hamilton, Patrice. "Black Naturalism and Toni Morrison: The Journey Away from Self-Love in The Bluest Eye." *MELUS,* vol. 19, no. 4, 1994, pp. 109-127. *JSTOR*, http://www.jstor.org/stable/468206.

2. Open our e-Journals list, **Browzine,** at: https://browzine.com/libraries/643/

3. Search for the **Journal Title** (not the article title!)in the search box.

    For example, in the citation above, *MELUS* is the journal title.

4. A panel will pop out with a list of any journals by that title in our online collection. Click the name of the journal you are interested in.
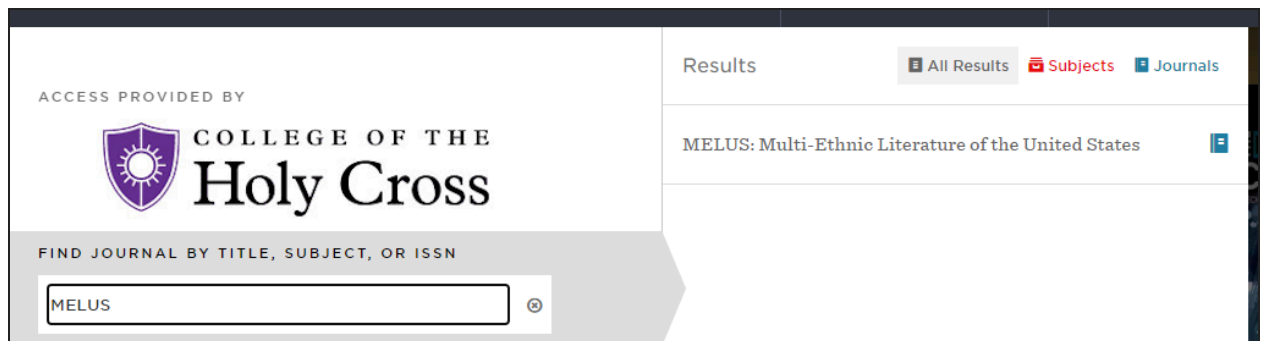
If Browzine cannot find the journal, you will see a message similar to this one: *"No matches for "[journal title]." Title may not be Browzine enabled at this time, but still available at your library. Please click here to search for your title again at your library."* Click the link to search again, then resume following these instructions at **Step 10**.

No matches for "Rhodesia Herald:". Title may not be BrowZine enabled at this time, but still available at your library. Please click here to search for your title again at your library.

{If the journal still is not found, continue to Option 2}

5. BrowZine will open the landing page of the journal you have selected:
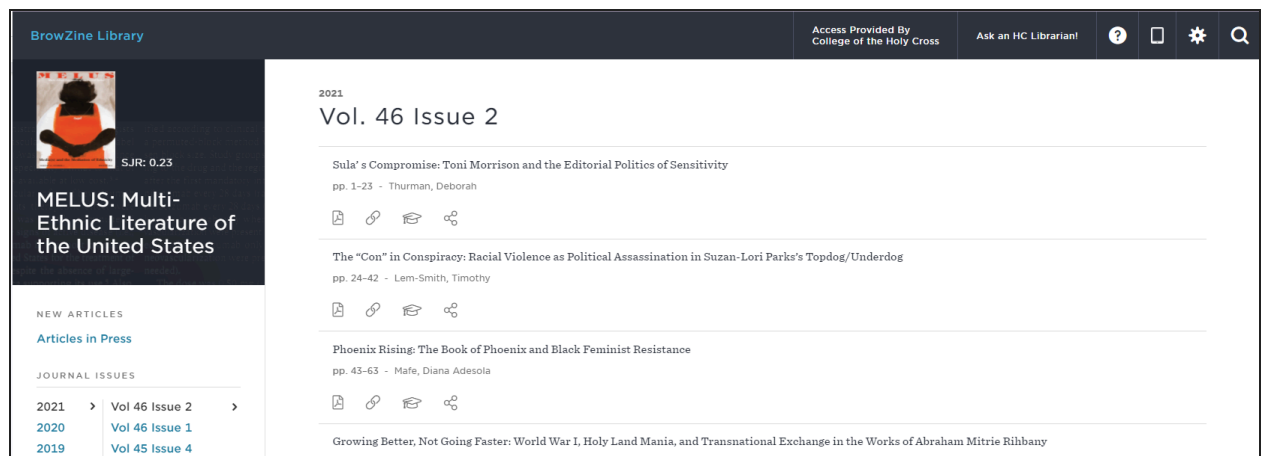
6. If the article you are looking for has been published in a fairly-recent issue, you may be able to find it on this page. Use the article citation to guide you in browsing through recent issues of the journal. For example, if your citation is

    Moody, Joycelyn and Sarah R. Robbins. "Seeking Trust and Committment in Women's Interracial Collaboration in the Nineteenth Century and Today." *MELUS,* vol. 38, no. 1, 2013, pp. 50-75. *Oxford Academic,* https://doi.org/10.1093/melus/mls009.

    …you will first need to scroll through the list of dates on the left to click on 2013, then click again to access Vol 38 Issue 1, then click a final time on the specific article.

7. If the issue you are looking for is an older one (i.e., usually those published before 2005), it will not be listed on the landing page. To access these older articles, first scroll to the very bottom of the date list on the left side of the screen, and choose **See All.**   See All ⬈

8. This link will bring you into CrossSearch, where you will see a list of articles published in this particular journal. To browse the issues of the journal in chronological order, choose **Research tools > Find a journal** from the side navigation menu.
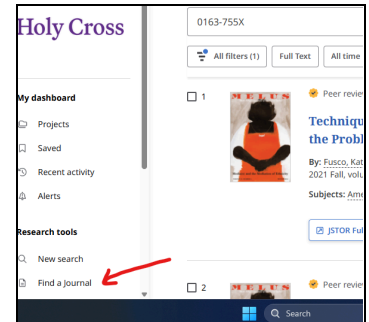
9. Enter the name of the journal again:

10. You will see the journal information followed by a list of databases and dates:

Peer Reviewed | Journal

1. **MELUS: Multi-Ethnic Literature of the U.S.**
ISSN: 0163-755X; 1946-3170
Subject (LC): Language and literature -- American literature
more...

Full Text Access ▲

⬈ Gale Academic OneFile
12/01/1989 – 12/31/1989, 01/01/1991 – 12/31/1991, 01/01/1993 – 12/31/2012

⬈ Gale Academic OneFile Select
12/01/1989 – 12/31/1989, 01/01/1991 – 12/31/1991, 01/01/1993 – 12/31/2012

⬈ Gale General OneFile
12/01/1989 – 12/31/1989, 01/01/1991 – 12/31/1991, 01/01/1993 – 12/31/2012

⬈ Gale In Context: Biography
12/01/1989 – 12/31/1989, 01/01/1991 – 12/31/1991, 01/01/1993 – 12/31/2012

⬈ Gale Literature Resource Center
12/01/1989 – 12/31/2012

⬈ JSTOR Arts & Sciences III Archive Collection
09/01/1974 – Present   (Full Text Delay: 4 years)

⬈ Oxford Journals (WALDO)
01/01/1996 – Present

⬈ ProQuest Central
04/01/1994 – 10/01/2015

11. Choose a database through which to access the article.

    a. If you do not know the date and/or volume of your article, choose the database with the **most comprehensive coverage**.

       In this case, JSTOR has the most extensive coverage of the journal (that is, it has the greatest number of articles from *MELUS*).

    b. If you do know the date and/or volume of your article, choose the database with **dates** that match the article you are looking for.

       In this case, our article is from 1994, so we could use any of the databases listed except Oxford Journals and (possibly) ProQuest Central.

   If more than one option meets the criteria above, you can use whichever database you prefer. We usually recommend using databases like Academic Search Premier, ProQuest and/or JSTOR (because they are easy to use), or at least a database which you are already comfortable using.

12. After choosing a database, you will be brought to a title page for the journal, which usually includes a list of available issues among other options.

    a. If you do not know the date and/or volume of your article, look for the search box or link labeled **"Search this publication" or "Search within this title."** This will allow you to search for your article title across all of the available issues of the journal.

       If your search does not produce any results, see if you can confirm the date via Google Scholar, or choose a database with a different date range.

    b. If you do know the date and/or volume of your article, choose the **year and/or volume that matches your information**. For some journals, you will also need to choose an issue.

       Once you have opened the correct issue, all articles published in that issue will be listed in page number order. If you know the page number, use that information to locate the article. You can also scroll through the list of titles.

       If you do not see the article, check the citation again. See if you can confirm the citation information via Google Scholar or another tool. You can also try searching for the title using the instructions in **step 6a.**

{If the issue/date you need is not listed, continue to Option 2}

13. Under the article you would like to download, click to open or download the article.
    If you have a choice between **PDF Full Text** or **HTML Full Text**, note that
    a. **PDF** is usually better for downloading or printing;
    b. **HTML** is usually better for text-to-speech or online keyword searching (but is typically missing any images that would have been published with the original article).

14. Depending on the database, you can:

    a. Use your browser's **File > Save (Page) As** or **File > Print > Print to PDF** function to save the file (for HTML);

    b. Use the built-in **Download** or **Save as PDF** button:
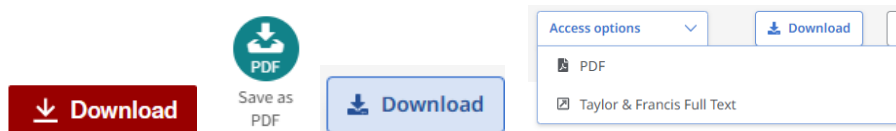
Option 2: Find Articles in Print

If the journal, or the issue of the journal you need, is not available online, **check to see if we have a print copy.** It sometimes happens, particularly with older articles, that an article will not be in our online collection, but may be available somewhere in the library building. The **LIbrary Catalog** and **CrossSearch** both contain information on everything we have in print in the libraries.

If the article you are seeking is available in the Libraries and you are not able to access the library collections, you can request that a copy be scanned to you using the **Document Delivery** service (more information below).

Looking for Print Resources

1. Again, make sure that you have the citation information for your article handy.

   Cormier Hamilton, Patrice. "Black Naturalism and Toni Morrison: The Journey Away from Self-Love in The Bluest Eye." *MELUS,* vol. 19, no. 4, 1994, pp. 109-127. *JSTOR*, http://www.jstor.org/stable/468206.

2. Access CrossSearch from the Libraries' homepage and search for the **Journal Title** (NOT the article title).

   For example, in the citation above, *MELUS* is the journal title.

3. Narrow your search to **Catalog Only:**

4. If we own the journal in print, you will see a record like this one.

5. Read the entry for the journal. Check to be sure that the date of your articles included in the range of volumes/issues that the library owns. Note that not every issue will be listed, so you need to read the date ranges carefully.

   In this case, we need the volume for 1994. We do have the issue!

6. If the Libraries own the volume/issue you need, note the call number and location. Journals in Dinand Library will typically be shelved by call number, alongside books in that section. Journals in the Science Library are shelved alphabetically in a separate section of the library.

   Once you find the volume in the library, use the issue number and page number from the article citation to locate a copy of the article. All 3 campus libraries have scanners that you can then use to send a PDF of the article to your email.

   If you can't get to the library, you can also request that the article be scanned for you via **Document Delivery**. You can find instructions for using Document Delivery here:

   Using Document Delivery & Interlibrary Loan: Requesting Articles

   Note that Document Delivery uses the same system (ILLiad) as Interlibrary Loan.

Option 3: Interlibrary Loan

Interlibrary Loan (ILL) is a service that allows you to request materials owned by other libraries all over the US. You can use Interlibrary Loan to request scans of chapters or sections of books, as well as articles that the library does not own.

If you are not sure whether we already own an article, please [Ask a Librarian](#) -- we can usually find out very quickly!

You can find instructions for using Interlibrary Loan here:

[Using Document Delivery & Interlibrary Loan: Requesting Articles](#)

For more help:

       Email us: libref@holycross.edu
       Chat with us: https://libguides.holycross.edu/ask