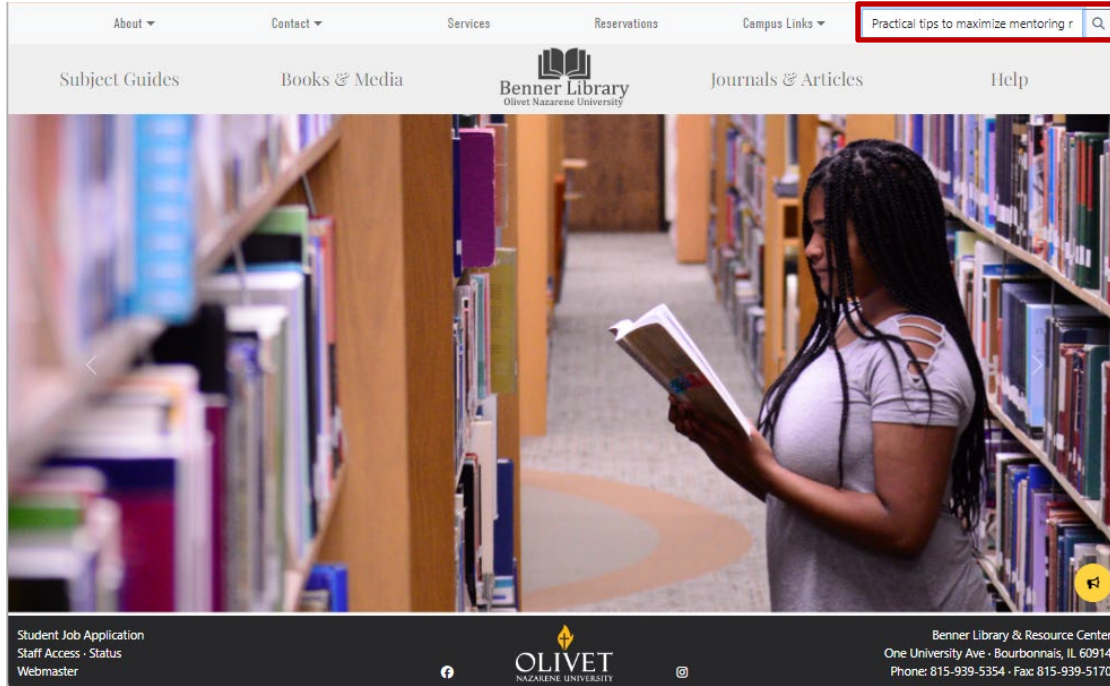


# Finding a known article: FYS

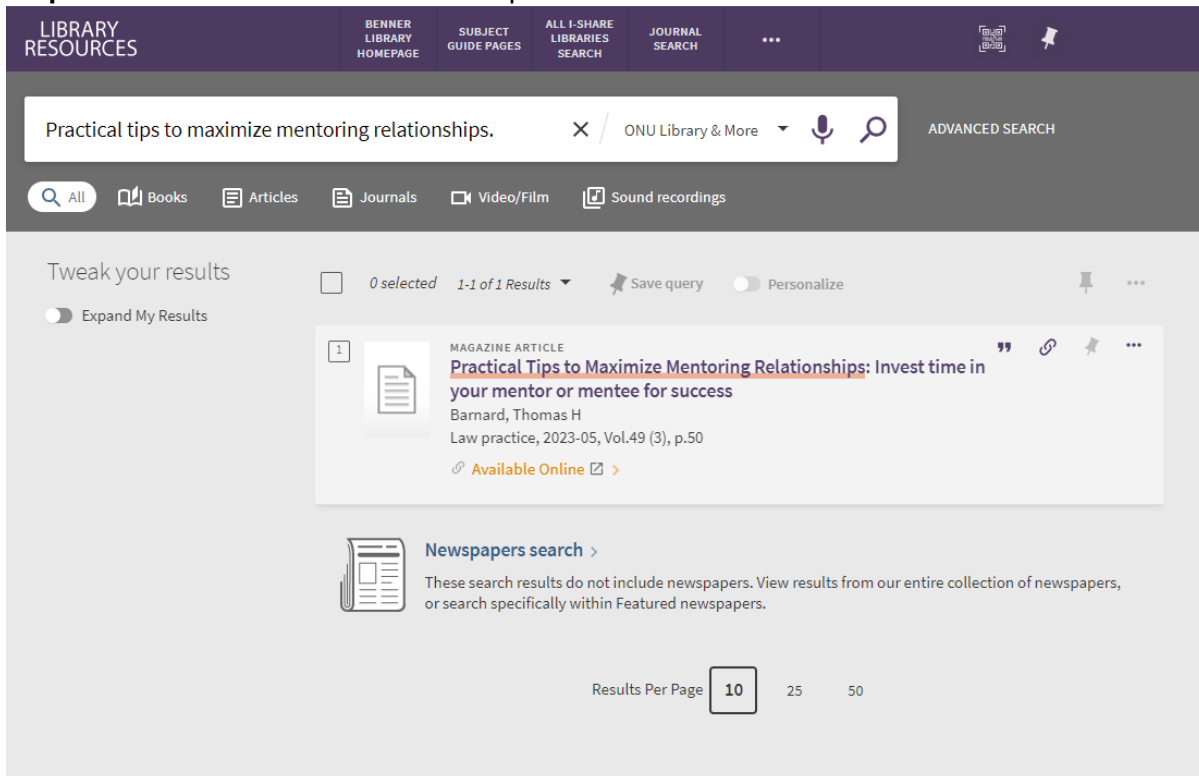
## Navigation

**Step 1:** Start at Library homepage, library.olivet.edu. In the search box, enter the article title.



If we have the full text in one of our subscription databases, it will appear in the results list.

**Step 2:** Click on the title to see access options.



Sometimes multiple databases are listed.

**Step 3:** Choose the database that's most familiar or use the first one.

The screenshot shows a library article page. The article title is "Practical Tips to Maximize Mentoring Relationships: Invest time in your mentor or mentee for success" by Barnard, Thomas H. The citation is "Law practice, 2023-05, Vol.49 (3), p.50". There is an "Available Online" link. Below the article information, there are sections for "Full text availability" and "Additional services". The "Full text availability" section is highlighted with a red box and contains the text: "EBSCOhost Academic Search Complete", "Available from 04/01/2009.", and "Provided by CARLI". The "Additional services" section contains a "Request this item (ILL)" link and a note: "Use this form to request items from Benner Library."

**Note:** At this point, you might be prompted to login with your ONU credentials. If so, use your complete ONU email address.

**Step 4:** Double check the citation information to confirm this is the correct article. Scroll to see article details including the abstract.

The screenshot shows the Benner Library search results page. The search bar contains "Enter any words". The search results show the article "Practical Tips to Maximize Mentoring Relationships" by Barnard, Thomas H. The source is "Law Practice: The Business of Practicing Law, May/Jun2023, Vol. 49 Issue 3, p50-53, 4p, 2 Color Photographs". The document type is "Article". The subject terms are "MENTORING", "CAREER development", and "YOUNG workers". The NAICS/Industry Codes are "611430 Professional and Management Development Training" and "624310 Vocational Rehabilitation Services". The abstract is highlighted with a red box and reads: "Any individual success in life, whether personal or professional, is seldom a product of one's own individualized growth with no help from others. TRUST IS THE ULTIMATE VALUE IN THE MENTORMENTEE RELATIONSHIP The ultimate goal in a mentor-mentee relationship is trust. Modern organizations have realized the value to employees of strong mentor-mentee relationships to share knowledge, multiply experience and communicate organizational values. [Extracted from the article]"

**Note:** This article is only available in HTML. If a .pdf was also available, it would be linked here like this.

The screenshot shows the "Access options" dropdown menu. The menu is open, showing two options: "Online full text" and "PDF". The "Online full text" option is highlighted with a blue background.

**Step 5:** Click the “Access now” button to go to the full text.

The screenshot shows the Benner Library search interface. On the left is a navigation sidebar with sections: My dashboard (Projects, Saved, Recent activity, Alerts), Research tools (New search), and Library Links (Benner Library, Ask a Librarian, Subject Guides). The main content area shows search results for 'Practical Tips to Maximize Mentoring Relationships'. The article title is highlighted in a red box. Below the title are two buttons: 'Access now (Online full text)' (also highlighted in a red box) and 'Download'. Additional information is provided below, including the title, authors (Barnard, Thomas H.), and source (Law Practice: The Business of Practicing Law, May/Jun2023, Vol. 49 Issue 3, p50-53, 4p. 2).

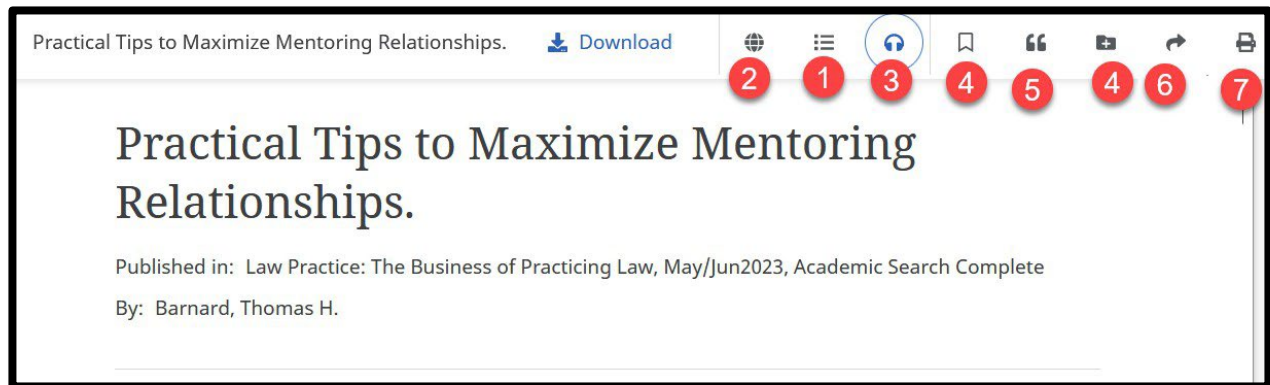
Read the article online or download it for later.

The screenshot shows the full article page. At the top right, there is a 'Download' button highlighted with a red box. Below the navigation bar is a warning: 'This content may contain URLs/links that would redirect you to a non-EBSCO site. EBSCO does not endorse the accuracy or accessibility of these sites, nor of the content there.' The article title 'Practical Tips to Maximize Mentoring Relationships.' is prominently displayed. Below the title, the publication information is listed: 'Published in: Law Practice: The Business of Practicing Law, May/Jun2023, Academic Search Complete' and 'By: Barnard, Thomas H.'. The main body of the article begins with the sub-heading 'Invest time in your mentor or mentee for success' followed by a paragraph of text. Below this is another sub-heading: 'HOW TO MAKE AN IMPACT AS A MENTOR: KNOWING THE DIFFERENCE BETWEEN MENTORS, ROLE MODELS, LEADERS AND TEACHERS', followed by another paragraph of text.

### **Tools in EBSCO**

Here are a few tools that you can find in most EBSCO databases:

1. Jump to section of article using table of contents panel or icon
2. Translate article
3. Listen to article
4. Save article in this database (log-in required to return to saved articles) or add to a project folder
5. Cite (remember to double-check formatting in this automated citation)
6. Share by email, save to Google or One Drive, or get a link
7. Print



For help finding articles when you have the citation, or with other research questions, stop by in-person or reach out to the INFO Desk.

## Questions?

INFO desk number: 815-939-5170