



CHOICE REVIEWS ONLINE

TABLE OF CONTENTS

ABOUT CHOICE	2
ACCESSING CHOICE	2
A. Accessing Choice, If You <u>Do Not Yet Have a Profile</u>	2
B. Accessing Choice, If You <u>Already Have a Profile</u>	3
CREATING/CUSTOMIZING YOUR PROFILE	4
GETTING REVIEWS	5
A. Accessing Your Personalized Suggestions	5
B. Browsing Current and Recent Issues	6
C. Searching for Reviews	7
SELECTING AND SUBMITTING ITEMS FOR ORDER	8
MORE ON OUTPUT OPTIONS	10

ABOUT CHOICE

Choice is the “premier source for reviews of academic books, electronic media, and Internet resources of interest to those in higher education. [...] Each year Choice publishes more than 7,000 reviews.” Choice is published by the Association of College and Research Libraries, a division of the American Library Association. (Full description at <http://www.ala.org/ala/acrl/acrlpubs/choice/about.cfm>)

ACCESSING CHOICE

**** NOTE: USE INTERNET EXPLORER TO ACCESS CHOICE! ****

A. Accessing Choice, If You Do Not Yet Have a Profile...

From the library homepage (<http://www.muhlenberg.edu/library/>), **search the library catalog** by title: **Choice Reviews Online**.

From the catalog entry, choose the **Online access** link.

The screenshot shows the Trexler Library Catalog interface. At the top, there is a search bar with the text 'choice reviews online' and a 'Search' button. Below the search bar, there are several buttons: 'Start Over', 'Save Records', 'Coded Display', 'Refine Search Results', 'Search E-Z Borrow', and 'Another Search'. A dropdown menu is set to 'TITLE'. Below the search bar, there is a checkbox for 'Limit to Items "not checked out"'. The record information is displayed below the search bar, including the title 'ChoiceReviews.online [electronic resource]', publisher 'Choice, 100 Riverview Center, Middletown, CT 06457', and the Association of College and Research Libraries. A red circle highlights the 'Select here to connect:' link, which leads to 'Online access' and 'Online access with personal login/password'.

NOTE: If you are **off-campus**, you will be asked to **log in**. Use your full name (first name *space* last name) and your college ID number (likely your social security number, without spaces or dashes).

The screenshot shows the 'Library User Verification' page. It asks the user to verify their identity as a Muhlenberg College student, faculty, or staff member. There are two input fields: 'Your name:' and 'Your College ID Number:'. Below the input fields, there are two buttons: 'Log In' and 'Start Over'.

You have arrived!

Choose the **Register** here to create your profile link.

If you log in with IP access, PLEASE LOG OUT BEFORE YOU LEAVE, so that the connection is immediately available for the next user.

B. Accessing Choice, If You Already Have a Profile...

From the library homepage (<http://www.muhlenberg.edu/library/>), **search the library catalog** by title: **Choice Reviews Online**.

From the catalog entry, choose the **Online access with personal log in/password** link.

Alternately, go directly to <http://www.cro2.org/>.

You have arrived!

Sign in on the right side of the screen.

CREATING/CUSTOMIZING YOUR PROFILE

Setting up a profile allows you to receive personalized monthly lists of newly available reviews.

Using your personal profile also allows you to bypass the library's limited user restrictions and log in whenever you choose. (The library's account only allows one user at a time.)

If you **already have a profile set up** and would like to **edit your settings**, **log in** on the Choice home page. Then choose **My Profile** in the top navigation bar.

If you **don't have an account**, choose **Register here to create your profile** from the Choice home page.

Enter/Edit your **personal information**.

Choice will select reviews for you based on criteria you choose.

If you do not choose any subject areas, your monthly update email will only indicate the availability of new reviews, rather than specific reviews.

Select by subject area (A), Library of Congress classification (B), or title keyword (C).

Further limit your selections by readership level (D), Choice level of recommendation (E), and item format (F).

Choice uses *OR* logic to combine your criteria.

When you have **finished** making your selections/changes, choose **Update My Profile**.

You may **revisit** your profile at any time to **change your selections**.

GETTING REVIEWS

A. Accessing Your Personalized Suggestions

Once you have logged in, choose **My Monthly Reviews** from the top navigation bar.



Your **reviews** from the **current issue** of Choice display automatically.

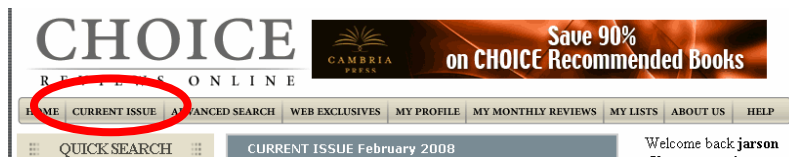
Alter your display and sorting features, if necessary.

For reviews based on your profile criteria from **past issues** of Choice, choose **month** and **year**. Click **Get My Monthly Reviews**.

Your **personalized suggestions** will also be sent to you **via email**, when a new issue of Choice is available. These emails may also include relevant updates regarding Choice and search tips.

B. Browsing Current and Recent Issues

Choose **Current Issue** from the top navigation bar.



Browse **editorials**, **essays**, **feature articles**, and **reviews** from current and recent Choice issues.

Choose an issue from the drop-down menu or from the left sidebar.

Welcome back **jarson**
If you are not **jarson** please [click here to sign out](#)

LOGOUT

...rich with data found nowhere else...

Library Literature & Information Science Retrospective: 1905-1983
"One-stop" access to nearly 8 decades of library literature.
Includes some 70 years of *Wilson Library Bulletin* in full text!
Register for a Free Trial
www.burton.com

Now Available Online
3 Volume Set
Encyclopedia of Energy Engineering and Technology

RECENT ISSUES

Feb 2008
Jan 2008
Dec 2007
Nov 2007

OUTSTANDING ACADEMIC TITLES

About OAT
2004 OAT List
2005 OAT List
2006 OAT List
2007 OAT List

CURRENT ISSUE Feb 2008

MY MONTHLY REVIEWS

Recent Issues:
Feb 2008

EDITORIAL
[2007: A Look at the Data](#)

BIBLIOGRAPHIC ESSAY
[Cultural Tournem](#)

FEATURES
[Recent & Forthcoming Titles in African American Studies](#)

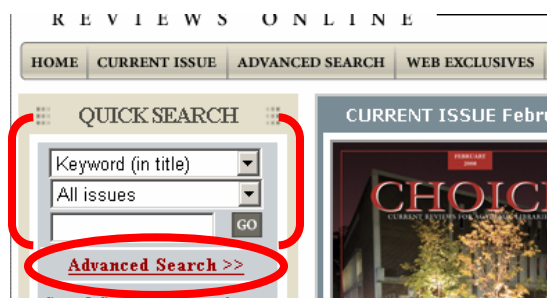
BROWSE REVIEWS

- + Reference
- + Humanities
- + Science & Technology
- + Social & Behavioral Sciences
- + Interdisciplinary Categories

Other browsing options include **Outstanding Academic Titles** lists and **Forthcoming Titles** lists (current and previous).

C. Searching for Reviews

To search for reviews, use the **Quick Search** option on the Choice homepage, or choose the **Advanced Search** link for more features and limits.



From the **Advanced Search** screen, you may choose to search **reviews** or to search **features** (e.g., editorials, bibliographic essays, forthcoming titles lists).

From this area, you may also retrieve and run again any searches you have saved.

To find reviews, enter your search terms.

Sorting options and search limits are also available from this screen.

The search results screen displays citation information of each item.

Alter your **sorting and display features**, if necessary.

Review Search Results: Displaying 1-12 of 12 records

Search Criteria:
All: sociolog*, All: health* or illness* or medic*

[Revise Search](#) [Save Search](#)

Display: Display: records per page

Primary Sort:

Secondary Sort:

SELECT ALL TITLES SELECT ALL TITLES ON THIS PAGE CLEAR SELECTED

1000 Titles Max

43-6208 HQ1073 2005-10226 CIP

1. [Social & Behavioral Sciences \ Sociology](#)
Long, Susan Orpett. [Final days: Japanese culture and choice at the end of life](#). Hawai'i, 2005. 287p bibl index afp ISBN 0-8248-2910-7, \$45.00. Reviewed in 2006jun CHOICE.

Click on the item title to see the review.

You may also **save your search** for future access. (To access your saved searches, visit the main page of the Advanced Search section and choose Saved Search Strategies.)

SELECTING AND SUBMITTING ITEMS FOR ORDER

If you have found items you would like to order for Trexler Library's collection, **choose** those items by clicking each **checkbox**.

11. Science & Technology \ Health Sciences
Gerhardt, Uta. [Ideas about illness: an intellectual and political history of medical sociology](#). New York University, 1989. 425p bibl index ISBN [0-8147-3025-6](#), \$35.00. **Outstanding Title!** Reviewed in 1990mar CHOICE.

26-4510 RC108 87-46343 CIP

12. Science & Technology \ Health Sciences
Corbin, Juliet M. [Unending work and care: managing chronic illness at home](#), by Juliet M. Corbin and Anselm Strauss. Jossey-Bass, 1988. 358p bibl index ISBN [1-55542-082-6](#), \$34.95. Reviewed in 1989apr CHOICE.

Display: Display: records per page
Primary Sort:
Secondary Sort:

SELECT ALL TITLES SELECT ALL TITLES ON THIS PAGE CLEAR SELECTED

1000 Titles Max

To send your selected items to your **departmental liaison**, choose the **view selected items** button.

Note: **Output options** (add to list, download, print, and email) are available **from this screen**, but **do not always work**. It is **recommended** to **first view your selected items** and **then choose output options** from the selected items screen.

From the selected items screen, **review the titles** you have chosen.

Make sure that the **checkbox for each item is selected**.

Choose to **email** the list to **your departmental liaison**.

Secondary Sort:

SELECT ALL TITLES SELECT ALL TITLES ON THIS PAGE CLEAR SELECTED

1000 Titles Max

39-0338 RA418 00-33714 CIP

1 Science & Technology \ Health Sciences
[The Blackwell companion to medical sociology](#), ed. by William C. Cockerham. Blackwell, 2001. 518p bibl index afp ISBN [0-631-21703-7](#), \$124.95. Reviewed in 2001sep CHOICE.

35-6312 GN296 97-16136 CIP

2 Social & Behavioral Sciences \ Anthropology
Loustaunau, Martha O. [The cultural context of health, illness, and medicine](#), by Martha O. Loustaunau and ...

Choose to include **only bibliographic information** in your email (unless it is important to also send the review).

Enter your **departmental liaison's email address**.

Enter "Choice Reviews" in the **subject line**.

Add a note for your liaison. Be sure to **include your name**.

Choose **Send Email Now**.

Note: If this email window does not appear, check to be sure your browser is not blocking pop-ups. If it is, allow pop-up windows for Choice (www.cro2.org).

CHOICE REVIEWS ONLINE

CONTENTS OF EMAIL:
 Bibliographic Information Only Bibliographic Information and Review

TO:
 Email:

Separate multiple email addresses with a semi-colon

FROM:
 Email:

SUBJECT:
 Subject:

ADD YOUR COMMENTS HERE:

SEND EMAIL NOW

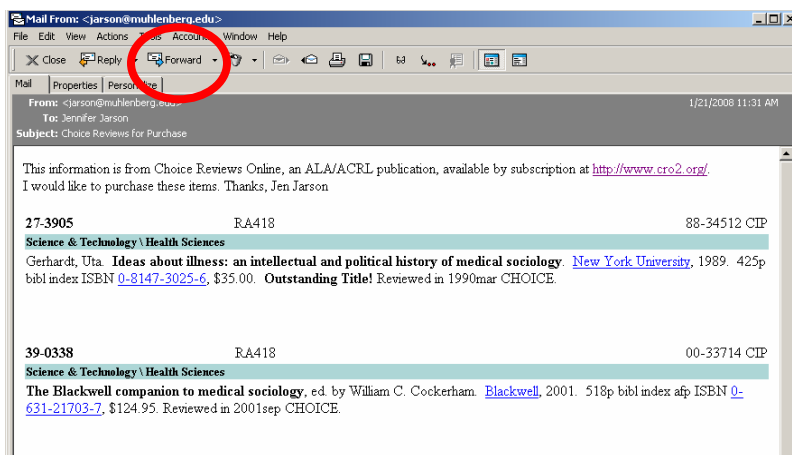
You may use this service to forward a Choice review or feature. You may change the Subject line and/or add comments.
 Choice will not use these e-mail addresses for any purpose other than operating this service.

Your liaison will receive an email that looks similar to this.

If you are a **departmental liaison**, review the titles.

If you approve all items, **forward the message** to your **librarian liaison**.

Indicate your **approval** and **include your name**.



Your librarian liaison will review the items, approve them, and submit them to Acquisitions for order.

Cards will no longer be sent to notify you that the title has been received. Instead, you can **monitor the progress of an order online**. To do this, search for the title in the library catalog. The status of the title will indicate the item's progress.

- **If the order has been submitted**, the item status in the catalog will read "one copy ordered for Main Collection on (date)."
- **If the item has arrived at the Library and is being processed and cataloged**, the status will read "one copy being processed for Main Collection."
- **When the item has been added to the collection and is ready to be checked out**, the catalog will display the item's location, call number, and circulation status.

MORE ON OUTPUT OPTIONS

Note: Choice uses pop-up windows for the print, email, and download functions. You must disable pop-up blockers on your browser and security software to use these options.

If you have found items you would like to **add to a list**, **download**, or **print**, **choose** those items by clicking each **checkbox**.

(See *Selecting and Submitting Items for Order*, above, for detailed information on emailing items.)

11. Science & Technology \ Health Sciences
Gerhardt, Uta. [Ideas about illness: an intellectual and political history of medical sociology](#). New York University, 1989. 425p bibl index ISBN [0-8147-3025-6](#), \$35.00. **Outstanding Title!** Reviewed in 1990mar CHOICE.

26-4510 RC108 87-46343 CIP

12. Science & Technology \ Health Sciences
Corbin, Juliet M. [Unending work and care: managing chronic illness at home](#), by Juliet M. Corbin and Anselm Strauss. Jossey-Bass, 1988. 358p bibl index ISBN [1-55542-082-6](#), \$34.95. Reviewed in 1989apr CHOICE.

Display: Display: records per page
Primary Sort:
Secondary Sort:

SELECT ALL TITLES SELECT ALL TITLES ON THIS PAGE CLEAR SELECTED

1000 Titles Max

To use any of the output options, first choose the **view selected items** button.

Note: **Output options** (add to list, download, print, and email) are available **from this screen**, but **do not always work**. It is **recommended** to **first view your selected items** and **then choose output options** from the selected items screen.

From the selected items screen, **review the titles** you have chosen.

Make sure that the **checkbox for each item is selected**.

Choose the output option.

Secondary Sort:

SELECT ALL TITLES SELECT ALL TITLES ON THIS PAGE CLEAR SELECTED

1000 Titles Max

39-0338 RA418 00-33714 CIP
Science & Technology \ Health Sciences
[The Blackwell companion to medical sociology](#), ed. by William C. Cockerham. Blackwell, 2001. 518p bibl index afp ISBN [0-631-21703-7](#), \$124.95. Reviewed in 2001sep CHOICE.

35-6312 GN296 97-16136 CIP
Social & Behavioral Sciences \ Anthropology
Loustannau, Martha O. [The cultural context of health, illness, and medicine](#), by Martha O. Loustannau and ...

The **add to list** option allows you to save your items for future reference.

The **download** option exports your items to an Excel spreadsheet.

The **print** option sends your items to the printer.

The **email** option allows you to send your items to anyone you choose via email.