

# Using Credo Reference (formerly xreferplus)

## Daytona Beach Campus Online Instructions

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**IMPORTANT: PRINT THESE INSTRUCTIONS NOW FOR USE WHILE SEARCHING.**

**Credo Reference** provides complete full-text access to a selection of reference books that includes encyclopedias, dictionaries, thesauri, and books of quotations, not to mention a range of subject-specific titles covering everything from art to accountancy and literature to law.

The following instructions will tell you how to:

- A.** Access Credo Reference
- B.** Conduct a Search
- C.** Print or Email Your Selected Records

### **A. Access Credo Reference**

- ◆ Go to the **Hunt Library home page** (<http://library.erau.edu>).
- ◆ Click on **Daytona Beach Campus**.
- ◆ Click on **Find Articles (Databases)**.
- ◆ Click on **Using the Databases**.
- ◆ After reading the instructions, click on the **ERNIE** (<http://ernie.erau.edu>) link.
- ◆ Login to **ERNIE** with your username and password.
- ◆ Scroll down to find the **Admin Services** module. (If you don't see this module, click on your browser's refresh or reload icon and it will usually appear.)
- ◆ Click on **Library Databases** which will take you to the **Databases** access page. You will remain signed into this page until you close your browser. This feature allows you to search additional web databases without signing in again.
- ◆ Locate **Credo Reference** from the alphabetical list and click on **Credo Reference**.

**IMPORTANT:** If this database requires another Username and Password for login, you may need to temporarily disable any firewall installed on your computer. Firewalls often interfere with the login process.

### **A. Conduct a Search**

- ◆ There are two ways to search **Credo Reference**. You can search by using keywords or browse by topic.
- ◆ To search using keywords:
  - Type your search term(s) in the **Search for** box to do a basic search.
  - Click on **SEARCH**.
  - From the resulting list, click on the individual entries to view the full text.
- ◆ To view books included in **Credo Reference**:

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<http://library.erau.edu>  
**Hunt Library - Reference Department**  
Daytona Beach Campus: 386-226-6604 – [dbref@erau.edu](mailto:dbref@erau.edu)



- Click on **Find a Book** at the top of the page.
- Scroll down to view books listed by subject area.
- Click on the title of the book you would like to view.
- Click on the heading or term to view the full text of the entry.

**B. Print or Email Your Selected Records**

◆ To print in **Credo Reference**:

- At the top right of each entry, click on the **printer icon**.

◆ To email from **Credo Reference**:

- At the top right of each entry, click on the **envelope icon**.
- Fill out the form using **your own name and email address**, click on **submit**.

**Note:** You can only send your results to one email address at a time.

**Important: Credo Reference** provides online help for use at any point while you are searching the database. To access the online help, click on the **Help** link at the top of the screen.

If you need any assistance, please stop by the **Reference Desk**, call us at **386-226-6604**, or email **Ask a Librarian** at [dbref@erau.edu](mailto:dbref@erau.edu). We will be happy to help you.

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