

ACCESSING THE CLINIC MATERIALS DATABASE

The Clinic Materials Database can be used by students when searching for tests and materials to use in diagnostic evaluations or treatment sessions. It contains information for all of the tests and materials available for checkout in the Clinic Office. The materials are available only to students enrolled in the Clinical Practicum courses who are placed at on-campus locations.

To find an item in the database:

1. From the Clinic website, <http://www.cdclinic.appstate.edu/>, click on **Clinician Resources**.
2. Select **Clinic Materials Database**. Select **Search Database**.
3. In order to find a specific test you may enter all or any part of the name of a particular test. When you enter only a few words the database will find the tests containing those words. Therefore a search using the word language will bring up over 100 records. You must be careful about the spelling of the name.
4. You also may search for tests to be used with a particular **age**; with a particular **type** of item such as a screening tool; with a **target** area such as language; or by **author**.
5. More advanced searches can be done using the **Sort By** function or **When Searching** function, as described on the webpage.
6. Once you have entered the information concerning the search, click on the **Start Search** button. You can **Find all records** or **Reset this form** by using one of the two other buttons at the bottom of the page.
7. When beginning the search, you will be given a security warning prompt since the information is not encrypted. Once you click on **continue** the information from the search should appear
8. The name of the item and the number will be given on the screen. If you want more information concerning the item, click on the title. The next screen will present the title, location, description, age range, type, target area, and author.
9. To return to the list of items, press the **Back** button on your browser..
10. You can then view other results or **Start a New Search**.