Library Resources & Services
for the
Built Environment

A PDF version of this presentation is available at
http://libguides.gre.ac.uk/builtenv/inductions

Programme

- Going beyond the reading lists!
- Overview, definitions and access
- University resources:
  - LibrarySearch
    - Print and electronic books; academic journals and professional magazines, etc.
  - Practitioner and legal databases
    - For example: Barbour (health and safety); Construction Information Service (building regulations, British Standards, professional guidelines, and governmental discussion papers)
- External resources
  - Including citation databases and the Document Delivery service
- Assistance: accessing, using & referencing resources
### Library Resources: An Overview

<table>
<thead>
<tr>
<th>Resource Type</th>
<th>Primary Method of Access</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Print books</strong></td>
<td>LibrarySearch</td>
</tr>
<tr>
<td><strong>Electronic books</strong></td>
<td>LibrarySearch</td>
</tr>
<tr>
<td><strong>Journals</strong></td>
<td>LibrarySearch</td>
</tr>
<tr>
<td><strong>Citation databases</strong></td>
<td>Direct to database: Scopus; Web of Science</td>
</tr>
<tr>
<td><strong>Professional documents</strong></td>
<td>Direct to database: Barbour; Building Cost Info. Service (BCIS); Construction Info. Service (CIS); isurv; Occupational Health &amp; Safety Info. Service (OHSIS)</td>
</tr>
<tr>
<td><strong>Legislation</strong></td>
<td>Direct to database: Lawtel; Lexis; Westlaw</td>
</tr>
</tbody>
</table>

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### Definitions

- **Database**
  - A database is a searchable collection of objects. For example: eBooks; journal articles; regulations and other professional directives.
  - The University subscribes to over 100 such databases.

- **Academic, scholarly publications**
  - Peer reviewed content
    - Before they can be published, **academic books and journal articles** are normally subject to a rigorous process of critical review. This process is undertaken by other academics and industry experts (the ‘peers’) to ensure that all publications are of a consistently high standard.
Access

University Portal: My Learning

Link to LibrarySearch; or go directly to: http://librarysearch.gre.ac.uk

The A-Z directory of individual databases
A-Z Directory of Databases

Contains over a hundred entries, covering all the subjects taught by the University. This is where you would access: the **practitioner databases** (Barbour, BCIS, CIS, isurv, and OHSIS); the **citation databases** (Scopus and Web of Science); and, if required, the constituent databases of **LibrarySearch**.

Access: Login Screen (OpenAthens)

Many of our databases require you to authenticate (i.e. to log-in) before you can access the full-text subscription content. Typically, this is done through the standard Portal login screen. Just enter your Greenwich username and password. This intermediate process may apply when accessing content through **LibrarySearch** or the individual databases.
LibrarySearch: Purpose & Coverage

The purpose of LibrarySearch is to rationalise the search process by allowing you to simultaneously cross-search the Library Catalogue (now called, just to confuse the matter, Library Search) and many of the University’s subscription databases. It thereby gives access to millions of full-text print and electronic resources:

- Discover the location and availability of:
  - Print books
  - Print journals and magazines
  - Other physical media: DVDs, CDs, etc.

- Direct access to:
  - eBooks
  - Academic journal and industry-practitioner magazine articles
  - Plus: conference papers, newspaper articles, etc.
Example Academic Databases

- Important databases:
  - **Ebook Central**
    - Full-text electronic **books**
  - **Taylor & Francis**
    - Scholarly, peer-reviewed **journals**: architecture; the building and construction industries; planning; property management
    - We subscribe to selected titles only
  - **EBSCOhost Research**
    - Contains a suite of databases, including: **Business Source Premier** (human-resource management, project management, etc.); **Academic Search**; and **Humanities International**.
  - Others that your tutors will recommend as necessary:
    - ScienceDirect; Wiley; IngentaConnect; Sage...
  - **LibrarySearch** covers all of the above databases

LibrarySearch: System Architecture

- **Searching**: In essence, LibrarySearch is a search and result-set management tool; a sort of academic Google
- **Retrieving**: For specific full-text electronic items (articles, eBooks, etc.), you will usually be directed to the underlying database
LibrarySearch: Simple Search

Simple Search: Coverage

Simple Search (a Google-type search interface). You can perform general subject or specific item searches.

Library Search: Used primarily to discover the location and availability of physical, library based media (print books, print journals, DVDs, etc.) and electronic books.

Eresources: Primarily for electronic journal content (peer reviewed and other articles, reviews, conference papers, etc.).
Simple Search (Library Search): Result

**Limit** by: Format (print book, electronic book, journal title); Author; Publication Date (specific or a range); and Language

Current **availability** of physical items. Option to place **Reservation**.

**Sort** options: Relevance (default); Publication Date; Author; and Title

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Search Result: Example Print Book

**If all** copies are on loan (or item is held at another campus library), **Place Reservation**

Four copies at Stockwell Street; three on the shelf at 720.47/WIL

All our books are organised using this numerical system (Dewey); which arranges the books by subject. For example:

- **727** Buildings for educational purposes
- **728** Residential & related buildings
**LibrarySearch: My Account**

### Print Books: Automatic Renewal

- You can borrow up to twenty items (books, DVDs, CDs, and other physical media).
- The nominal loan periods are one and four weeks.
- All loaned items are **renewed automatically** by the Library system... **EXCEPT**:
  - If another student or member of academic staff has reserved a book you have on loan, it **MUST** be returned.
    - Note: Regardless of the number of reservations on a book, you will always have it for at least one week.
    - **Unreturned reserved books incur a fixed fine of £2 per day per book.**
Click on **My Account** and login if prompted (with your username and password credentials).

You will then see a list of the print books you currently have on loan (with their nominal return dates), and details of any current reservations (**Holds**) and outstanding **Fines**.

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**LibrarySearch: (Not so) Simple Search**

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Academic Support Team
Simple Search (Eresources): Results
We are now searching for peer-reviewed journal and other relevant (non-book) electronic content

What’s the (potential) problem with our result set?

Limit by: Date Published; Source Type (e.g. academic journals, conference materials, magazines); Subject; Language, etc.

Not-so-Simple Search Techniques

▪ Is your search term a list of keywords or a phrase (e.g. quantity surveying)? If the latter, enclose the phrase in quotation marks: “construction industry”. LibrarySearch will now retrieve only those results that include these two words in the specified order with no intervening text.

▪ Deselect the automatically applied Expanded by option, Also search within article full text. Results will then be matched only where they appear in the title and/or subject fields.
Not-so-Simple Search Results

Impact on search results

<table>
<thead>
<tr>
<th>Description</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>construction industry sustainability</td>
<td>132,728</td>
</tr>
<tr>
<td>“construction industry” sustainability</td>
<td>13,856</td>
</tr>
<tr>
<td>deselect ‘Also search within...’ option</td>
<td>2,428</td>
</tr>
</tbody>
</table>

Still too many? Add further keywords (for example, a specific country or region); or use Advanced Search.

LibrarySearch: Advanced Search
Advanced Search Interface

Input a string of keywords and/or phrases.

Exclude words – use with extreme caution or not at all, especially if searching within full text. Why?

As appropriate, select type of resource, language and/or physical library.

We are not searching for a specific Title or Author, but have added truncated* and “phrased” Subject terms.

Use Truncation to expand the coverage of any search term. To indicate truncation, use the star (*) symbol. For example, ecolog* will search for ‘ecology’, ‘ecologies’, ‘ecological’, ‘ecologists’, etc.

Abstract / Subject Term (Keywords)

This example record is taken from EBSCOhost’s Business Source Premier

Subject Terms (more typically called Keywords) list the core themes of the article - a distillation of the article’s content.

The Abstract summarises the main themes / concepts discussed in the article, and how they relate to each other.

Achieving sustainable construction within private finance initiative (PFI) road projects in the UK.

Authors: Abdurra, R.G.1 sabykh@ukayuru.edu
          Elton, Andrew1 a.elton@excellend.ac.uk
          Dillworth, Swayne1 j.dillworth@kcl.ac.uk

2 color photographs, 2 diagrams, 4 charts, 2 graphs.

Document Type: Article

Subject Terms: CONSTRUCTION industry, ROAD works zones, SUSTAINABLE construction, BUILT environment.

Geographic Terms: GREAT Britain.

Author-Supplied Keywords: built environment, construction economy, private finance initiative, roads sustainability.

Company/Entity: PRIVATE Finance Initiative.

NACE Industry Codes: 262109, residential building construction.

Abstract: The construction industry recognising the need for maintenance of the built environment has increasingly asked for a sustainable approach towards the construction industry. Many parts of the world without a mixed distribution. The purpose of this study is to examine the interaction between road projects involved by the private finance initiative and their delivery in the UK improve sustainability. The paper, based on the case study research, explores the sustainability implementation in two PFI road projects and demonstrates that the PFI mechanism facilitates sustainable investment to a far greater extent than is achievable using traditional procurement methods.
Advanced Search Results

Our “phrase” and Subject search terms

Note: You still have the Sort and Limit options, and the ability to deselect Also search within full text.

Accessing an Article

1 In the LibrarySearch result record, click on the View Content link;
2 An intermediate screen will offer one or more links to the database(s) containing the article;
3 The host database will typically contain a link to a PDF version of that full-text article.
LibrarySearch: Publication Finder (PF)

PF: Search for Specific Electronic Books & Journals

Our example search is for the journal *Construction Innovation: Information, Process, Management*. Note how this journal is available from two of our subscribed databases. You may need (as here) to check the date ranges of each.

Use the link beneath the search header. Especially useful for tracking down specific journals. Can also be used to retrieve full-text e-books.
Link Through to the Item

**Note:** You may be prompted to login before you can access the destination database containing the required journal or eBook.

The full-text journal, with links to the current issue and the preceding, archived articles.

Practitioner and Law Databases
Practitioner Databases: CIS (1)

- Construction Information Service (CIS)
  - We subscribe to three supplements: Building; Civil & Structural; and Sustainability, Environment, Development & Planning
  - Contains “key technical information critical to all construction projects”; contributed by hundreds of professional and official sources, from the Asbestos Removal Contractors Association and the Clay Pipe Development Association to all relevant governmental agencies. Includes selected:
    - British Standards (BSI)
    - Joint Contracts Tribunal (JCT) standard forms and contracts (SBC, etc.)
    - NBS (National Building Standards) Building Regulations
    - EU directives and UK command papers and legislation
  - Also gives access to selected full-text eBooks and the Architects’ Journal (AJ)
  - Note: Available from on and off campus

Practitioner Databases: CIS (2)

Browse by predefined Subject themes (from Acoustics to Wind Power) or publication Series (for example, the 'JCT Minor Works Building Contract (MW)' series)

Alternatively, input your own terms using the standard and Advanced search interfaces
Practitioner Databases: CIS (3)

- Reflecting its use by industry practitioners, CIS is updated monthly
  - Redundant documents are removed and replacements added as appropriate
    - Some documents are out-of-date (guidelines), some cease to be legally enforceable (statutes, S.I.s). For example:

  In the next update there will be **63 document(s) added** and **29 document(s) removed** from The Construction Information Service.

  - Cleaning of clay brickwork - Brick Development Association - (2017)
    - Replaced:
      - Maintenance and Repair 4.1 - Brick Development Association - (2001)
      - Cleaning of clay brickwork

    - Town and Country Planning (General Permitted Development) (Scotland) Amendment Order 2018
    - Replaced:
      - Town and Country Planning (General Permitted Development) (Scotland) Order 1992 (S.12)

Practitioner Databases: RICS (1)

- Building Cost Information Service (BCIS)
  - Produced by the Royal Institution of Chartered Surveyors (RICS)
  - Includes tender price, building cost, trade, and energy cost indices

- isurv
  - Produced by the Royal Institution of Chartered Surveyors (RICS)
  - Gives expert practical guidance, including interpretative legal guidance, on all aspects of built environment projects. Enables you to “apply theory into practice [...] to resolve your workplace issues”. Additionally includes original source documents (regulations and legislation) and case studies. Coverage:
    - Building Surveying; Commercial Property; Construction; Safety regulations; Procurement; Cost management; Professional conduct, etc.

**Note:** Both databases are available only from on campus
Practitioner Databases: RICS (2)

An indication of the scope of isurv, of the finite detail and technical specificity required by industry practitioners

Practitioner Databases: H&S

- The Occupational Health & Safety Information Service (OHSIS)
  - Guidance on the application of workplace health and safety legislation and directives in the UK and Ireland.

- Barbour Information Service
  - An information service for health and safety practitioners. Contains: director’s briefings; technical guides; employee fact sheets; model policies, permits to work, forms and checklists; plus their series of Toolbox Talks on a range of specialised topics.

  **Note:** Both databases are available from on and off campus
Law Databases

- We have several full-text databases of relevant legislation and cases: Lawtel; Westlaw; and Lexis

Lexis includes all English consolidated and amended legislation, plus some EU materials

External Resources
Citation Databases

- The University subscribes to several databases that record almost all of the research literature published within numerous academic disciplines.
- They rarely give you direct access to the full-text, but for those undertaking research they enable you to identify all relevant texts.
  - Records within these databases often include a descriptive abstract, which helps you assess the relevance of any article or paper.
- Obtaining access to the full-text is addressed later in this presentation.

Citation Databases: Scopus

Describes itself as “the largest abstract and citation database of peer-reviewed literature: scientific journals, books and conference proceedings”.

<table>
<thead>
<tr>
<th>Title</th>
<th>Authors</th>
<th>Year</th>
<th>Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>Causal relationship between material price fluctuation and project's outcome costs</td>
<td>Olatunji, O.A., Onyemere, A.O., Ogundire, O.</td>
<td>2018</td>
<td>Built Environment Project and Asset Management</td>
</tr>
<tr>
<td>VR embedded IMT immersive system for formal engineering education</td>
<td>Wang, C., Li, H., Kuo, J.Y.</td>
<td>2018</td>
<td>Computer Applications in Engineering Education</td>
</tr>
</tbody>
</table>
Citation Databases: Web of Science

- **Subscribed Databases**
  - **Web of Science Core Collection** (1970-present)
    - Backfiles available to 1990
    - Your edition(s):
      - Science Citation Index Expanded (1970-present)
      - Social Sciences Citation Index (1970-present)
      - Arts & Humanities Citation Index (1975-present)
      - Conference Proceedings Citation Index: Science (1990-present)
      - Conference Proceedings Citation Index: Social Science & Humanities (1996-present)
      - Emerging Sources Citation Index (2015-present)
  - **BIOSIS Citation Index** (1969-present)
  - **MEDLINE®** (1950-present)
    - The U.S. National Library of Medicine® (NLM®) premier life sciences database.
  - **SciELO Citation Index** (1997-present)
    - Access to scholarly literature in sciences, social sciences, arts and humanities published in leading open access journals from Latin America, Portugal, Spain and South Africa.

- Primarily includes peer-reviewed and other journal articles, conference proceedings and scholarly book chapters
- As appropriate, cites usage of each item within other works (to help you determine its influence within the literature)

Document Delivery Service

- An inter-library loan service, whereby we can obtain almost any UK publication, typically books and journal article, from the **British Library** (their Yorkshire headquarters)
  - Especially useful when trying to source materials for your dissertation
  - **Note**: it *may* take up to two weeks to supply certain books
  - For each item, you need to complete a request form: http://libguides.gre.ac.uk/docsupply
British Library (Euston Road, London)

- Before visiting, you will need to obtain a freely available Reader Pass. See the requirements at: http://www.bl.uk/help/how-to-get-a-reader-pass
- Check the BL Catalogue first! http://explore.bl.uk/primo_library/libweb/action/search.do?
- Much of the material of interest to us is held in the Humanities Reading Rooms: http://www.bl.uk/reshelp/inrooms/stp/rrbysubj/humrr/humrr.html

SCONUL: Access Scheme

- A reciprocal library access scheme for students and staff at universities in the UK and Ireland. Register online at: http://www.sconul.ac.uk/sconul-access
- For some categories of user, it additionally allows you to borrow books
  - Where offered, borrowing is usually limited to part time, distance learner, placement, and postgraduate students
  - A notable limitation of the scheme is that, for most libraries, it does not allow you to access electronic resources (typically journal databases)
RICS Library (Parliament Square)

- Royal Institution of Chartered Surveyors
  - Student membership is free:  
    [http://www.rics.org/uk/join/student/](http://www.rics.org/uk/join/student/)
  - Library services (including the catalogue):  
    [http://www.rics.org/uk/knowledge/library/](http://www.rics.org/uk/knowledge/library/)
  - Location and contact details:  
    [http://www.rics.org/uk/footer/contact-us/uk-enquiries/](http://www.rics.org/uk/footer/contact-us/uk-enquiries/)

CIOB Library (Bracknell)

- Chartered Institute of Building
  - Membership is free to full-time students, and costs £35 for part-time students in employment  
    [http://www.ciob.org/routes/im-studying](http://www.ciob.org/routes/im-studying)
  - Provides members with a catalogue of electronic full-text and citation resources  
    [http://www.ciob.org/media-centre/library](http://www.ciob.org/media-centre/library)
  - Gives access to their professional LinkedIn and Norvus networks  
    [http://www.ciob.org/routes/im-studying](http://www.ciob.org/routes/im-studying)
### RIBA Library

- Royal Institute of British Architects, Marylebone
  - The Library is freely accessible to all students
  - Catalogue: [http://riba.sirsidynix.net.uk/uhtbin/webcat](http://riba.sirsidynix.net.uk/uhtbin/webcat)
  - Location and opening hours: [https://www.architecture.com/contact-and-visit/riba-library](https://www.architecture.com/contact-and-visit/riba-library)
Library Staff (1)

For help with identifying relevant databases and constructing efficient and effective searches, please contact your Faculty librarian:

Fraser Nicolaides  
nf02@gre.ac.uk

- For further information on the Library’s resources and support services, visit the LibbGuides at:
  
  http://libguides.gre.ac.uk/builtenv

![Built Environment: Home](image)

Library Staff (2)

- If you experience technical problems connecting to a database or specific article, book or other document, contact:
  
  The library databases administration team  
  librarysearch@gre.ac.uk

- Before doing so, you are advised to look at the supplementary login instructions that apply to certain (especially troublesome!) databases:
  
  http://libguides.gre.ac.uk/e-resources/offcampus
Academic Skills

- **Academic Skills:**
  
  [http://libguides.gre.ac.uk/academicskills](http://libguides.gre.ac.uk/academicskills)  
  [http://www.gre.ac.uk/academicskills](http://www.gre.ac.uk/academicskills)

- Offer assistance with:
  
  - Understanding the purpose of an assignment;
  - Critical thinking and analysis;
  - Writing difficulties such as structuring assignments;
  - The correct use of grammar and punctuation; and
  - Writing in an objective and conventional academic style

Referencing: The Harvard Format

- There are numerous referencing schemes

  - Each is a codified system by which you cite the documents (books, articles, technical information, web sites, etc.) used in the composition of your essays, seminar papers and dissertation

- The University’s preferred variant is the **Harvard Referencing System**

  - **In Text** – within the text of your essay or dissertation
    
    ...it has been argued by Isaac and O’Leary (2013, p.48) that this is...

  - **Reference List** – the bibliography of all cited items that appears at the end of your essay or dissertation

Topic 3 of the iPROGRESS Moodle course gives examples of how to Reference (cite) various types of media, from books and journal articles to web pages and TV programmes.

Cite them right similarly gives the format and worked examples of In Text and Reference List citations. Available in print (808.066/PEA) and online.

Questions?

A PDF version of this presentation is available at http://libguides.gre.ac.uk/builtenv/inductions