Purpose

- To acquaint you with the range of resources appropriate to conducting research towards the completion of your final-year dissertation
  - These resources are provided freely by the University and third-party organisations
  - They may exist in physical and/or electronic format
- Developing the skills necessary to deconstruct a research topic and construct the right queries because...
Programme

- Reminders:
  - Non-academic sources of primary research data
    - Official statistics / ‘grey’ literature / newspapers / documentaries
  - Advanced search techniques in academic databases
    - “phrase” and truncation* searches
    - Subject Terms
- Citation-only databases
  - References to all social-science academic publications
- The Library’s Document Delivery service
- SCONUL Access (academic libraries)
- Appendices: access to databases; setting up alerts
Reminder 1
Non-academic sources of information

Reminder: Non-Academic Sources

- Non-academic sources of research information
  See the presentation on the coverage and use of these resources:
  Specialist Information Resources at http://libguides.gre.ac.uk/HPSS/inductions
  - Official (government) sources
    - United Kingdom (Gov.UK)
      - Policies and reports
      - Statistics
    - International (UK Data Service)
      - Statistics... for comparative purposes, perhaps
  - Unofficial sources: ‘grey’ literature
    - Non-governmental organisations (NGOs)
    - Charities
    - Think tanks
  - Other research sources
    - Newspapers (Lexis Library’ News section)
    - Documentaries (Box of Broadcasts)
Reminder 2
Advanced search techniques for academic databases

LibrarySearch: Phrase

- To improve the precision of your result set, it might be appropriate to define your search term as a **Phrase** (as distinct from a series of separate words)
- To do this, enclose each term within “quotation marks”
- The system will then retrieve only those items where the words appear next to each other and in the specified order; which gives you a smaller, more relevant result set

Search for: "social control" devian"
LibrarySearch: Truncation

- Conversely, use **Truncation** to expand the coverage of any search term
- To apply truncation, use the star (*) symbol
- For example, by entering the search term:
  
  cultur*

  the system will simultaneously search for the terms: culture; cultures; cultural; culturale; culturation; etc.

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LibrarySearch: Simple Search - Initial Result Set

**Library Search**: typically eBooks, and physical media (including print books)

**Eresources**: typically journal and magazine articles, conference papers, reports, etc.

- **Sort and Limit** (Date, Language, Source Type, etc.) options

**What’s the (potential) problem with this type of search?**
LibrarySearch: Search Coverage Refinement

To concentrate on articles (from journals and conferences, etc.) and reports, choose only to search **Eresources**

Further refinement can be effected by **de-selecting** the **Also search within full text** option

<table>
<thead>
<tr>
<th>Impact on search results</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Everything:</strong></td>
<td>1,838</td>
</tr>
<tr>
<td>criminality biosocial</td>
<td></td>
</tr>
<tr>
<td><strong>Eresources (only):</strong></td>
<td>1,836</td>
</tr>
<tr>
<td>criminality biosocial</td>
<td></td>
</tr>
<tr>
<td>Deselect ‘...search within full text’ option:</td>
<td>46</td>
</tr>
<tr>
<td>criminality biosocial</td>
<td></td>
</tr>
</tbody>
</table>

Still too many? Add further words (country/region?); or use **Advanced Search**.

**Reminder 3**

Subject Terms (in LibrarySearch and Academic Search Premier)
Input a string of words and / or a phrase.

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

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

We are not searching for a specific author or title, but have added three “phrase” and truncated* Subject terms

Subject Terms are a list of the main concepts or themes discussed in an article

Our “phrase” and truncated* Subject search terms

Additional Limit parameters: date, subject, source database, etc.

Note: You still have the Sort facility, and the option to deselect the default Also search within full text parameter
LibrarySearch: Subject Terms

This is an example record from LibrarySearch. It includes citation data, an abstract and descriptive keywords (Subject Terms). Similarly structured records will also be found in the individual databases that comprise the source content of LibrarySearch.

The full list of Subject Terms associated with a specific article. (If relevant, one or more may be incorporated into your subsequent searches.)

The Abstract briefly describes the main concepts and findings of the article. Subject Terms are a summary distillation of those main concepts.

Academic Search Premier (ASP): Scope & Access

- A constituent source-database of LibrarySearch
- Contains unique advanced search functionality
  - Phrase and truncation
  - Subject Terms and the Thesaurus
  - Full-text and peer-reviewed limiters
  - Document type, publication date, and language limiters
- Access: see Appendix to this presentation
ASP: Advanced Search Field Limiters

Smarter searching within individual (LibrarySearch source) databases:
- Use field limiters;
- Identify subject terms from the Thesaurus.

The drop-down menu of field limiters. Note especially: **Title; Subject Terms** (derived from the Thesaurus); **People** (as a subject); and **Geographic Terms**.

ASP: Subject Terms

The full list of **Subject** (and **Geographic** Terms) ascribed to this specific article.

Subject Terms:
- "POOR children"
- "GOVERNMENT policy"
- "POVERTY reduction"
- "SOCIAL mobility"
- "AUSTERITY (Economics)"
- "COALITION governments"
- "SOCIAL justice"
- "LIFE chances"

Geographic Terms:
Some databases allow you to search the Thesaurus, which lists all of the Subject Terms.

Click on the Subject Terms option.

Enter your search term (and select term location: Begins with; Contains).

Tick the required Subject Term(s); change the OR connector to AND; and click the Add button.

Citation Only Databases
Bibliographic Citation Databases

- Very few universities are able to subscribe to all of the databases relevant to the subjects they teach and in which they might undertake research.
- The purpose of bibliographic citation databases is therefore to record all of the literature published in one or more disciplines.
  - They tend to focus on academic literature: especially peer-reviewed journal articles; research-themed books that contain multiple contributions (i.e. edited chapters or sections) from academic and professional authors; conference papers, etc.
- For each item, a full reference is provided (the citation).
- What is absent, typically, is any link to the full text.
  - Greenwich may have the full-text document in one of its subscription databases, but such availability can never be guaranteed.

Citation Databases: Scopus

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

328 document results

Search within results... [0]

Refine results

- Title/abs-key: (automat* OR "artificial intelligence") AND employ*

Analyze search results

- Show all abstracts
- Sort on: Date (recent)


- View abstract
- Related documents

[1] How effective are active labor market policies in developing countries? A critical review of recent evidence

- McKinley, M. 2017
- World Bank Research Observer 33(2), pp. 127-154
Citation Databases: Web of Science

Includes the **Social Sciences** and **Arts & Humanities** citation indexes. Contains citations primarily for peer-reviewed and other journal articles, conference papers, and chapters from academic books.

![Web of Science](image)

Citation Databases: Google Scholar

Substantial coverage of online academic publications in English. Evidently includes: peer-reviewed journals; monographs and other books; conference papers; dissertations, etc.

**Note:** Provides links to freely available documents (as in this example).

![Google Scholar](image)
Document Delivery Service

British Library

SCONUL Access

Document Delivery Service

- An inter-library loan service, whereby the University Library Service can obtain almost any UK publication, typically books and journal articles, from the British Library (Yorkshire HQ rather than the Euston Road, London branch)
- Especially useful when trying to source materials for your dissertation
- **Note:** it may take up to two weeks to supply some books
- For each item, you need to complete a request form:
  
  [http://libguides.gre.ac.uk/docsupply](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](http://www.bl.uk/help/how-to-get-a-reader-pass)
- Check the British Library **Catalogue** first! [http://explore.bl.uk/primo_library/libweb/action/search.do?](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**: [https://www.bl.uk/visit/reading-rooms/humanities-reading-room](https://www.bl.uk/visit/reading-rooms/humanities-reading-room)
- See also: BL Help for Researchers - Social Sciences: [https://www.bl.uk/reshelp/findhelpsubject/socsci/index.html](https://www.bl.uk/reshelp/findhelpsubject/socsci/index.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](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)
Help!

Library & Academic Skills

- The Academic Support Librarians
  - For one-to-one assistance with identifying the most relevant resources, and constructing the most effective searches: Fraser Nicolaides nf02@gre.ac.uk

- LibrarySearch: access problems
  - If you encounter any difficulties accessing full-text materials (books, articles, etc.), please email the technical support team at: librarysearch@gre.ac.uk

- The Academic Skills Team
  - Has a specific module on Writing a Dissertation (and Further Support):
    https://www.gre.ac.uk/articles/academicskills/dissertation
Appendix 1: Access to Databases

LibrarySearch
LibrarySearch’s constituent and other databases
Including Academic Search Premier

Access: University Portal / My Learning

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

The A-Z directory of individual databases; including Academic Search Premier (a constituent of LibrarySearch)
Access: The Directory of Databases

Lists all the individual databases, across all disciplines, to which the University subscribes. Many, but not all of these, are covered by LibrarySearch.

Academic Search Premier

Access: Academic Search Premier 1

Although you’ve selected Academic Search Premier, the system doesn’t take you directly to the database:

1. Click on the Psychology/Sociology Databases link in the menu;
2. To access the full suite of advanced search tools, click on the Title List link.
3. Select **Advanced Search**

4. Enter your search terms, select the required field limiters and other search parameters as necessary: peer-reviewed only?; language?; search within full-text?... etc.
Alerts: Introduction

- An updating function offered by many of our subscription databases.
  - The content of any update (alert) is derived from one or more of your successful searches within the database.
  - The effectiveness of each alert-enabled search statement is therefore essential.
- The example described here is for **EBSCOhost Research Databases**, a suite of some of our largest and certainly most relevant databases. Thus, where relevant, you can set alerts covering Academic Search Premier, Business Source Premier, Humanities International Complete, the Psychology and Behavioral Sciences Collection, and others.
- Other databases offer a similar service. You can identify the most relevant by analysing your LibrarySearch result sets.

Alerts: Access EBSCOhost 1

1. **Portal / My Learning / Online databases and academic journals**
2. Select **Academic Search Premier**
3. Select the **Arts/Architecture Databases** suite

The sub-directory of EBSCOhost databases to which Greenwich subscribes
Alerts: Access EBSCOhost 2

4. From the EBSCOhost home page, select the Sign In option

5. Select the Create a new Account option

Alerts: Create an EBSCOhost Account

6. Complete the registration form

Additional account functions:
You can create multiple folders of citations (perhaps themed around your dissertation / project topics);
Save your search statements for subsequent revision, and to be rerun (the basis of the alerts service)
The quality of the citations in any Alert email is entirely dependent on the effectiveness and efficiency of the search that underpins it. To assist you with this, use the available functionality to, for example: define phrases using “quotation marks”; truncate terms appropriately (rac*? race/racism/rachmaninoff); limit terms to the Subject or other Fields, etc.

Add your email address as necessary. Omit if you want only to use the RSS feed.

Set the temporal coverage (publication date range), from One Month to No Limit.

Set the Alert Frequency (email): daily; weekly; bi-weekly; monthly.

Set the Results format: the Detailed option provides the full bibliographic citation plus an abstract.

Link to the RSS feed (a regularly updated web page).

Use also the Advanced Settings option.
Alerts: Advanced Settings

Expand the coverage of your Alert searches with additional **EBSCO databases** to which Greenwich subscribes (x20!).

Give the Alert a proper title! (Otherwise, the email title defaults to the search statement.)

Alerts: Outputs

A regular email notification. It reproduces the search statement and specifies the source database(s) to which it was applied. Where available, each ‘Detailed’ result includes a descriptive abstract.

...and/or an RSS feed, the link to which is provided at the Alert set-up stage.
Alerts: Review, Amend, Delete

1. Once you are signed in, select the **Folder** option

2. If not already displayed, select the **Search Alerts** option

3. To amend the scope of any alert, select the **Edit Alert** option; this takes you to the corresponding **Advanced Settings** page

4. Use the tick boxes and the **Delete Items button** to remove one or more unwanted alerts

Questions?

A PDF of this presentation is available at:

http://libguides.gre.ac.uk/HPSS/inductions

Research Resources for Sociology

Most people do not listen with the intent to understand; they listen with the intent to reply.

Stephen R. Covey