Research on the Library Website

Steps to find Professor Raab’s EN 101 course research guide

1. Go to the MVCC Library website
   - You can either type mvcc.edu/library in the web browser’s URL address bar and press Enter, or from the MVCC homepage click on “Current Students” and then the Libraries button located under Blackboard.

2. Once on the MVCC Library website, click on Research Guides.

3. From Research Guides, click the drop-down arrow under Spring 2019 Course Guides to choose a course. Select English Courses. Click Go.

4. Hover your mouse over EN 101 and click K. Raab. Here you will find a collection of databases, the instructor’s handout on your research paper, a catalog search box to find books on your topic, a guide to cite sources, and my contact information.
Databases

MVCC Libraries subscribes to over a hundred different databases containing millions of journal articles. The research guide will connect you to select databases that hold information most relevant to your class assignment. Given the wide range of possible topics for your paper, there are several databases compiled for you. Each are arranged under subject tabs.

A few of my favorite databases (there are more in the online course guide):

<table>
<thead>
<tr>
<th>Course Guide Tab</th>
<th>Database</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Start Research</td>
<td>Gale Virtual Reference Library &lt;br&gt; CREDO Reference</td>
<td>Holds several subject specific encyclopedias – perfect for an overview of the topic and to pull out different keywords and related topics</td>
</tr>
<tr>
<td>General</td>
<td>Academic Search Complete</td>
<td>This is a good database to find scholarly articles that cover a wide variety of topics</td>
</tr>
<tr>
<td>Humanities</td>
<td>Humanities Source</td>
<td>Another good general database to find scholarly articles on subjects pertaining to history, literature, religion, and art to name a few.</td>
</tr>
<tr>
<td>History</td>
<td>U.S. History in Context or World History in Context</td>
<td>Find scholarly articles related to historical events or people</td>
</tr>
<tr>
<td></td>
<td>War and Terrorism Collection</td>
<td>Perfect database if your topic is related to a terrorist attack or military action</td>
</tr>
<tr>
<td>Multi-database search</td>
<td>“Search Almost Everything” – Searches several databases at once (but not all!)</td>
<td>This is the same search box that’s on the library homepage.</td>
</tr>
</tbody>
</table>

- Once you have decided on a database, click the database’s title to start searching for articles.
- Once you are in the database, enter the topic into the search box.

Tip! Don’t focus your search on just one database. Different databases are going to provide access to different journals. If you use only one database, you are missing out on a lot of good information that will help your research.
Research Process

1. **Choose a preliminary topic** that interests you. Remember your professor wants an event or person that has made an impact on the world. This assignment is not about summarizing the person or event, it is about the influence, the change, that the person or event has caused. After you start researching, you may end up changing your topic. That is OK! The research process is messy. Changing and refining your topic is normal.

2. Go to **Gale Virtual Reference Library**. This database can be found under the “Start Research” tab in Raab’s EN 101 course guide, or it can be found under the databases tab on the Library’s homepage.

3. Enter your topic in the search box and press Enter to find encyclopedia articles.

4. A list of articles will appear. If no results appear, check spelling or perhaps the topic is too recent or narrow for an encyclopedia article. A librarian can help you locate an article.

5. Scroll through your results. To see the full article, click on the article’s title.

6. Read through the encyclopedia article and make notes. Feel free to print the article to reference later. **Be sure to write down key issues and dates, subject-specific vocabulary, and look at the references at the end of the article for further reading.**

7. Using information from the encyclopedia article and your own knowledge, formulate **research questions**. The answer to these research questions will be the basis for a thesis and topic sentences. Effective research questions ask who, what, why, and how about the event or person. A good research question is arguable and does not leave room for ambiguity. As you research more, you will likely develop more questions or refine existing ones.

8. Look for sources that will answer your research questions. Your professor has stipulated you use at least 5 sources; four of which must be scholarly. Even though the library’s reference collection is reliable, the encyclopedia article does not count as a scholarly source. You can still use non-scholarly sources that are credible, but they will not count towards the minimum four scholarly sources.

A scholarly journal article that is peer-reviewed has been evaluated by the author’s peers, or experts in his or her academic field for accuracy, objectivity, and overall unique contribution to research in the field.
Scholarly or Not Scholarly?

<table>
<thead>
<tr>
<th>Scholarly (also called peer-reviewed or refereed)</th>
<th>Not Scholarly</th>
</tr>
</thead>
<tbody>
<tr>
<td>Articles are written by experts in the field</td>
<td>Author may or may not be an expert</td>
</tr>
<tr>
<td>Articles are usually divided to sections such as:</td>
<td>No or little references are cited and tend to include photographs</td>
</tr>
<tr>
<td>Abstract, Introduction, Conclusion, References</td>
<td></td>
</tr>
<tr>
<td>Articles have specialized terminology of the field</td>
<td>Articles are written in common language</td>
</tr>
<tr>
<td>Targeted audience is not the general public, but rather fellow experts in the field</td>
<td>Geared toward a general audience</td>
</tr>
<tr>
<td>Articles go through an extensive review process by other experts in the field</td>
<td>Editorial process ranges depending on the source</td>
</tr>
<tr>
<td>Examples: <em>Applied Microbiology &amp; Biotechnology, American Journal of Nursing, Digital Humanities Quarterly</em></td>
<td>Examples: <em>Newsweek, Time, New York Times, Rolling Stone</em></td>
</tr>
</tbody>
</table>

Note: Scholarly Journals often have the words “Journal”, “Quarterly”, “Review”, or “Applied” somewhere in the title.

Finding Scholarly Sources with Academic Search Complete database

1. Type your keywords in the search box.
3. Click the Search button.
4. A list of articles will appear. If no results appear, check your spelling or change your search terms.
5. Scroll through your results. To see a summary (also called abstract) of an article, click on the blue title. A detailed record of the article will appear. To view the full article, click on the “PDF Full Text” link.

**Tip!** If the article fits well with your research questions, write down the keywords and subjects assigned to the article. These will be useful to find other articles like it. Also, look at the References cited at the end of the article. The author did a lot of research to write this article. These are sources you can look up too! A librarian can help you track down the articles if needed.
6. Once you have an article open, you can print the article. Click on the print icon inside the article and not on the outside.

Click to view the full article

Summary of article

Assigned subject terms – you can use these terms to find similar articles

Save the article to your documents

Click to print

Don’t click here to print

Email the article

Create a citation
Find books in the Library’s collection

1. Go to MVCC Libraries’ online catalog (on the library’s homepage mvcc.edu/library, click on Library Catalog). There is also a catalog search box embedded in the EN 101 course guide.

2. Enter search terms in the search box. Below are a few search tips to help you narrow or broaden your search if you have trouble finding materials.

**Search tips:**

A search word or keyword can be **truncated** or shortened, to retrieve singular, plural and variant spellings. Use the symbol * at the end of the keyword fragment. Example: retrieve variant search results for leader* (leader, leaders, leadership).

**Boolean operators** help to narrow or broaden your search. The most useful logical connectors are AND, OR, NOT.

- **AND** finds records containing both terms. This narrows the search. For example: terror attacks AND econom*
- **OR** finds records containing either one or both terms. This broadens the search. It can also be used to account for variant spellings. For example: image OR identity, United States OR America
- **NOT** finds records containing the first term, but not the second term. This narrows the search. For example: cloning NOT sheep

3. The results page will appear with a list of books located in either the Utica or Rome campus library. If you find a book that you want and it is located at the Rome campus library, go to the Circulation Desk and request it be sent to the Utica campus library. The book will usually arrive in one-two business days.
a. To locate a book in the library, write down the call number and title. The call number is the address of the item on the shelf. A librarian is always happy to help you locate books. The Copies Owned/Out column will tell you if someone else has the item checked out and which campus library owns it.

Number of books your search produced - If there are too many records, try an advanced search to add more search terms and narrow the results.

Find out if the Utica or Rome campus library owns the book, and if it’s on the shelf.

(1/1) Means someone has the only copy checked out.

(1/0) Means one copy is owned and it’s on the shelf.

<table>
<thead>
<tr>
<th>#</th>
<th>Cover</th>
<th>Author</th>
<th>Title: Link to Full Record</th>
<th>Year</th>
<th>Call #</th>
<th>Copies Owned/Out</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td><img src="image1.jpg" alt="Image" /></td>
<td>Klein, Maury</td>
<td>The change makers: From Carnegie to Gates, how the great entrepreneurs transformed America.</td>
<td>2003</td>
<td>H6615 .K515 2003 Stacks</td>
<td>Utica Campus Library 1/0</td>
</tr>
<tr>
<td>2</td>
<td><img src="image2.jpg" alt="Image" /></td>
<td>Andrews, Paul</td>
<td>How the web was won: Microsoft and the rise of the Web, the inside story of how Bill Gates and</td>
<td>1999</td>
<td>HO6966.B5.U64 U64 M532 1999</td>
<td>Utica Campus Library 1/0</td>
</tr>
<tr>
<td>3</td>
<td><img src="image3.jpg" alt="Image" /></td>
<td>Walzka, James</td>
<td>Overdrive: Bill Gates and the race to control cyberspace</td>
<td>1997</td>
<td>HO6466.C92 03379 1997 Stacks</td>
<td>Utica Campus Library 1/0</td>
</tr>
<tr>
<td>4</td>
<td><img src="image4.jpg" alt="Image" /></td>
<td>Mancini, Stephen</td>
<td>Gates: how Microsoft’s mogul reinvented an industry and made himself the richest man in America</td>
<td>1993</td>
<td>HO6966.C92 03386 1993 Stacks</td>
<td>Utica Campus Library 1/0</td>
</tr>
</tbody>
</table>

Call number - Book’s location in the library

Click to do an advanced search