Research on the Library Website

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Utica Campus Library (PH 200) ........................................... Learning Commons (IT 129)
Email: library@mvcc.edu ............................................. Librarian: jireland@mvcc.edu
Circulation Desk: 315-792-5408 .................................. Secretary: sdipierro@mvcc.edu
Reference Desk: 315-792-5561 .................................... Secretary: 315-792-5517
Librarian: 315-792-5372

Library Hours ......................................................................................................................................................
Monday-Thursday 8:00 A.M.-9:00 P.M
Friday 8:00 A.M.-4:00 P.M.
Saturday 12:00-5:00 P.M.
Sunday 4:00-9:00 P.M.

Learning Commons Hours ..........................................................................................................................
Monday-Thursday 7:30 A.M.-8:00 P.M
Friday 7:30 A.M.-7:00 P.M.
Saturday 10:00 A.M.-2:00 P.M.
Closed Sunday
Getting to the MVCC Library website

- Type mvcc.edu/library into the web browser’s address bar and press Enter. Or, from the MVCC homepage, hover over “Current Students” and then click on the Library button with an image of two books.

Library Website Screenshot

- Search for books or movies
- Click here to pick a database for scholarly journal articles, or newspaper and magazine articles
- Research Subject Guides and How-To Guides
- Discovery Search that will retrieve books, articles, videos, and other library resources
Choose a Topic
• Pick something you feel strongly about
• Not too recent – authors need time to write and be published

Background Information
• Get a general overview of the topic – reliable websites, encyclopedia, textbook
• Terminology - write down subject-specific words
• Bibliographies - What resources can you be directed to?
• Subcategories - How can you narrow down your topic?
• Arguments & Issues - What are the different sides to the topic?

Develop & Narrow Topic
• Form research questions
• Organize questions into keyword search statements

Locate Sources
• Library books
• Newspaper & magazine articles from databases
• Scholarly journal articles from databases
• Subject guides
• Reliable websites

Evaluate Sources C.R.A.A.P. Test
• Currency
• Relevance
• Authority
• Accuracy
• Purpose

Write paper
• Pre-writing strategies – brainstorm, outline, cluster, free write
• Revise, edit, polish
• Appointment w/ writing tutor in the Learning Commons
• Cite sources correctly

See page 4 for an example of a research question and a keyword brainstorm
Types of Information Sources on the Library Website

Reference Books
- Include facts, figures, addresses, statistics, definitions, dates, etc.
- Useful for finding factual or statistical information, or for a brief overview of a particular topic.
- Encyclopedias are great places to start research to get an overview of a large topic
- Examples of reference books: dictionaries, encyclopedias, directories

Newspapers (News sources)
- Provides very current information about events, people, or places at the time they are published
- Useful for information on current events or to track the development of a story as it unfolds
- Examples: Utica Observer Dispatch, New York Times, CNN

Magazines
- Include articles on diverse topics of popular interest and current events
- Articles typically written by journalists or professional writers
- Geared toward the general public
- Examples: Time, Newsweek, National Geographic

Academic Journals (Peer-reviewed or scholarly journals)
- Include articles written by and for specialists/experts in a particular field
- Articles must go through a peer review process before they're accepted for publication
- Articles tend to have a narrower focus and more analysis of the topic than those in other types of publications
- Include cited references or footnotes at the end of research articles
- Often articles are divided up into sections like abstract, introduction, literature review, methods, findings, conclusion, and references
- Examples: Journal of Communication, Journal of the American Medical Association

Books
- Cover virtually any topic, fact or fiction
- Useful for the complete background on an issue or an in-depth analysis of a theory or person
- Can take years to publish, so may not always include the most current information
- Examples: The Politics of Gun Control, To Kill a Mockingbird, Hemingway and Faulkner in their Time
Databases

MVCC Libraries subscribes to over a hundred different databases containing millions of journal articles. Each database specializes in a different subject. Given the wide range of possible topics for your paper, there are several databases that could be right for you.

Finding the right database for you:

Tip! If you are doing an argumentative or persuasive paper, try databases that feature opposing viewpoints like Opposing Viewpoints in Context, Points of View Reference Center, or Issues and Controversies.

Tip! Don’t focus your search in 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.

You may have instructors that require you to use at least some scholarly sources for a paper. Not all articles you find on the library website are considered scholarly. For example, newspaper or popular magazine articles are not scholarly. It doesn’t mean you shouldn’t consider using them in your research or that they are “bad” sources. They are just written for a more general audience and went through a different publication process.
Scholarly Journal or Not?

<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: Abstract, Introduction, Conclusion, References</td>
<td>No or little references are cited and tend to include photographs</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>
</tbody>
</table>

Finding Scholarly Sources with Academic Search Complete

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 the 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.
Finding books in the Library’s collection

1. Go to MVCC Libraries’ online catalog.

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: adolescents NOT male

Use the Words Adjacent option for phrases – you can also put phrases in “quotes”
Finding library books in the online catalog continued

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.

   Click to do an advanced search

   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.

   Call number - book’s location in the library
Chicago-Style Citation Quick Guide
(Author-Date)

The author-date system has long been used by those in the physical, natural, and social sciences. In this system, sources are briefly cited in the text, usually in parentheses, by author’s last name and date of publication. The short citations are amplified in a list of references, where full bibliographic information is provided. For numerous specific examples, see the 17th edition of The Chicago Manual of Style.

The following examples illustrate citations using the author-date system. Each example of a reference list entry is accompanied by an example of a corresponding parenthetical citation in the text.

**Book**

**One author**


(Pollan 2006, 99–100)

**Two or more authors**


(Ward and Burns 2007, 52)

For four or more authors, list all of the authors in the reference list; in the text, list only the first author, followed by *et al.* (“and others”):

(Barnes et al. 2010)

**Editor, translator, or compiler instead of author**


(Lattimore 1951, 91–92)

**Editor, translator, or compiler in addition to author**


(García Márquez 1988, 242–55)

**Chapter or other part of a book**

Chapter of an edited volume originally published elsewhere (as in primary sources)


(Book published electronically)

If a book is available in more than one format, cite the version you consulted. For books consulted online, list a URL; include an access date only if one is required by your publisher or discipline. If no fixed page numbers are available, you can include a section title or a chapter or other number.


(Book published electronically)


(Kurland and Lerner, chap. 10, doc. 19)

Journal article

Article in a print journal

In the text, list the specific page numbers consulted, if any. In the reference list entry, list the page range for the whole article.


(Weinstein 2009, 440)

Article in an online journal

Include a DOI (Digital Object Identifier) if the journal lists one. A DOI is a permanent ID that, when appended to http://dx.doi.org/ in the address bar of an Internet browser, will lead to the source. If no DOI is available, list a URL. Include an access date only if one is required by your publisher or discipline.


(Article in an online journal)


(Article in an online journal)

Kossinets and Watts 2009, 411)