Jana Schröder Universitätsbibliothek Weimar 11/23/2021

### **DATABASE SEARCHING**

#### Schedule

- Basics of scientific research
   search concept, search terms, search options
- Library catalogs vs. databases
- VPN Client and Shibboleth: login from off-campus
- Urban Studies and Architecture Databases
- E-Books, electronic journals
- Interlibrary loan
- »Wissenschaftliches Arbeiten@Bauhaus«

# **Search concept**

- analyze your topic Where to begin?
- compile and list words and phrases based on your research subject/research project
- pick the right search instruments
- time management



## Research process: Important Questions

- What am I searching for?
- Which are the most important concepts/themes/topics of my subject?
- Which search terms do I choose from my search concept?
- Are there any synonyms or equivalent terms?
- How to search? (formal and/or subject search)
- How to modify my search operation?
- Where do I have to search?
- Which search instruments do I need?

## **Research Process – Search Concept**

Take the time to thoroughly prepare your research project and proceed systematically in your literature search:

- Preparation
  - analyze your topic / words, phrases / right search instruments
- Research
  - How to search (formal and subject search) / modify your search
- Evaluation of resources and search results
  Too many hits? Too few hits?
- Citation/reference management system/bibliography
  - Don't waste any results

### **Boolean operators**

Use input fields. Library databases use Boolean operators to combine keywords in database searches. You may have to narrow or expand your search if you do not find the literature you are looking for.

AND	OR	NOT
<ul><li>Overlapping terms</li><li>All search terms</li><li>Narrows search</li></ul>	<ul><li> Joint terms</li><li> Either one or the other search term</li><li> Advanced search</li></ul>	<ul><li>Excluded terms</li><li>One but not the other search term</li><li>Narrows search</li></ul>

The Boolean Operators use the words AND, OR, NOT to combine keywords and thus broaden or narrow your search results.

Phrase searching narrows your search results by allowing you to define precisely how you want the words to appear. To make sure that the database searches this correctly you can put quotation marks around your search term and force the database to search this as a phrase.

# Create a list of search terms Improve your search operation with truncation

Truncation \*? is used in a database search in order to allow

for various endings or beginnings

(\*scriptive stands for descriptive and prescriptive,

politic? finds politic, politics, political etc.)

Wildcard ? used to replace an unknown character

(wom?n finds woman and women)

Truncation lets you search for a word that could have several endings.

Truncation is very useful when you know one of your search terms has several endings, but all of the variations represent basically the same idea. Using truncation will help you complete your search faster because you will not have to manually type in and search every variation of the word.

This tool is particularly useful for German searches, where there are many different possible adjective endings.

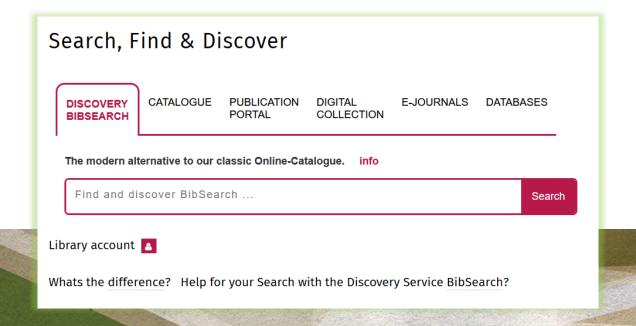
# What is the difference between a library online catalog and a database?

- Library catalog: provides information about resources owned by a specific library (books, journals, links to electronic documents)
- Dicovery search (BibSearch): you will search within the total stock of the university library as well as 1.6 million articles of journals and books (also possible to search in the holdings of other german libraries)
- Bibliographical databases: used to locate individual articles in known sources like journals, conference proceedings, research reports independent of a specific location!
- Full text databases: access to full texts

# Library catalogs

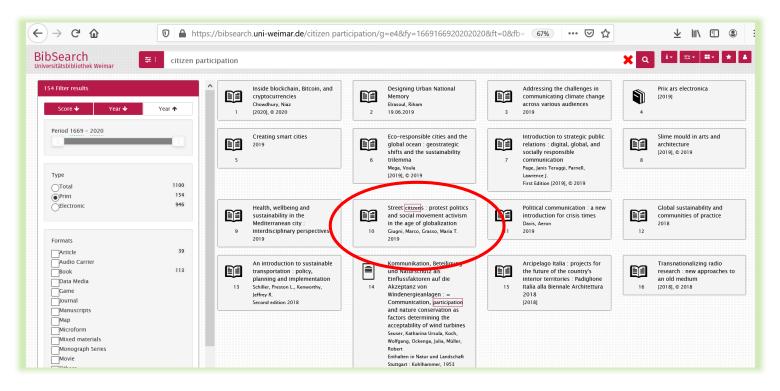
Start at our homepage. Find here the catalog and the discovery service:

https://www.uni-weimar.de/en/university/structure/central-university-facilities/university-library/



### **Discovery (BibSearch)**

- Search terms used: citizen participation
- Results sorted descending by date and limited by Type "Print"
- Select a record



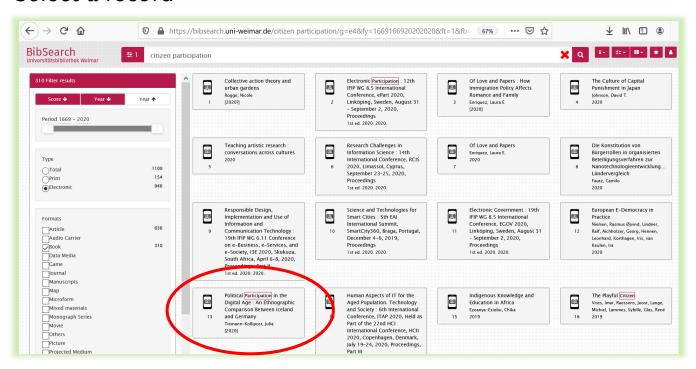
# Discovery (BibSearch)

Beneath the bibliographic description you will find the shelfmark and the location of the book.



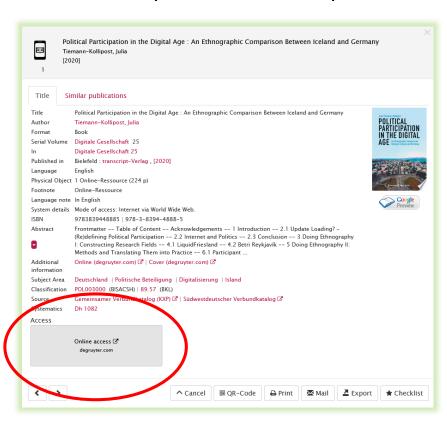
# Discovery (BibSearch) - eBook

- Search terms used: citizen participation
- Results limited by Type "Electronic" and Formats "Book"
- Select a record



## Discovery (BibSearch) - eBook

Click the Online access button beneath the bibliographic description to access the eBook on the publisher's own platform.



## Discovery (BibSearch) - eBook

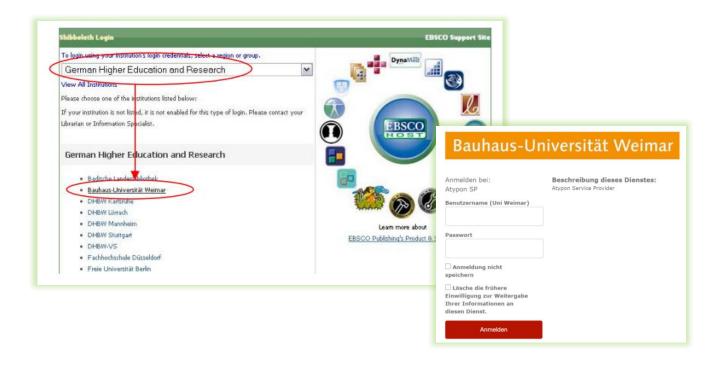
The eBook can now be accessed on the publisher's platform.



# Shibboleth and VPN Access: login from off-campus

- While you can search the catalog off-campus, you will not be able to connect to all databases and full-text links unless you establish a VPN-Connection or by using Shibboleth
- By using Shibboleth and/or VPN-Client staff and students of the Bauhaus University Weimar can get access to most of our databases from outside of the university network

### **Shibboleth**



sign in with your username and password

#### **VPN-Client**

#### **VPN-Client**

- Installing a VPN client will allow you to securely connect to databases from any off-campus location by routing your activity through the campus network
- Once connected, this will let you operate in the same way you would if you were on campus
- Follow instructions for VPN download and installation provided by IT-Services



Bauhaus-Universität Weimar

https://www.uni-weimar.de/en/university/structure/central-university-facilities/scc-it-service/service/vpn-acce

## Databases for architecture and urban planning

#### Bibliographical databases

- RSWB Plus (Raumordnung, Städtebau, Wohnungswesen, Bauwesen)
- Urban Studies Abstracts (urban affairs, community development and urban history)
- Scopus (multidisciplinary abstract and citation database of peer-reviewed literature)
- Periodicals Archive Online (backfiles: arts, humanities and social sciences)
- Urbadoc (Städtebau, Stadt- und Regionalplanung, Kommunalwesen, Kommunalpolitik)

#### Full text databases

- JSTOR (Arts & Sciences, Sustainability Collection)
- Art & Architecture Complete

#### Image database

ARTstor - Images for Education & Scholarship

#### Statistic database

• Statista

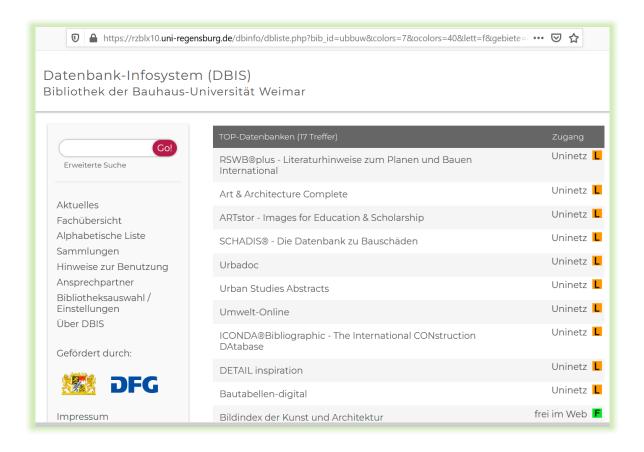
### Databases for architecture and urban planning

Use the database infosystem (DBIS) on our homepage to find out which databases you can access



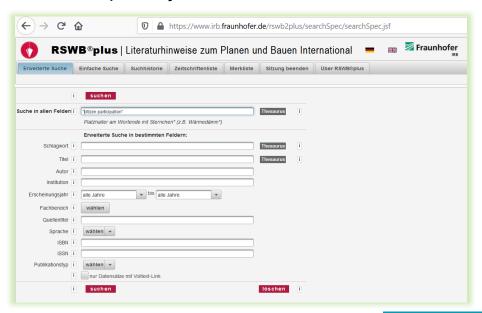
https://www.uni-weimar.de/en/university/structure/central-university-facilities/university-library/

### Databases for architecture and urban planning

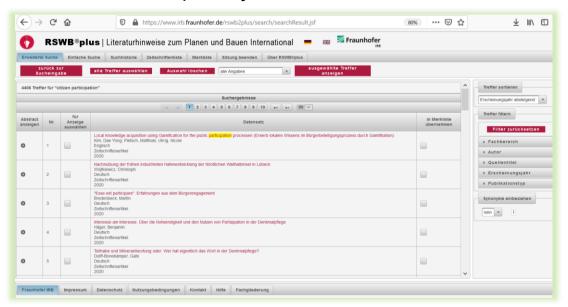


- Producer: Information Center for Regional Planning and Building Construction (IRB) of the Fraunhofer-Society, Germany
- Combines two bibliographic databases:
   RSWB (Raumordnung Städtebau Wohnungswesen Bauwesen)
   ICONDA (The International Construction Database)
- Coverage: 1975 to date
- File size: more than 800.000 records
- Contains information on regional planning, city planning, civil
- engineering, construction and housing
- Sources include journals, books, conference proceedings, reports and non-conventional literature

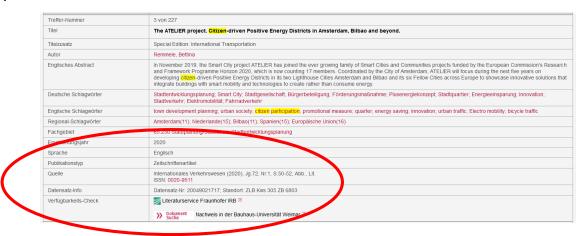
Do some research on a topic of your choice:



Do some research on a topic of your choice:



#### Example of a record:

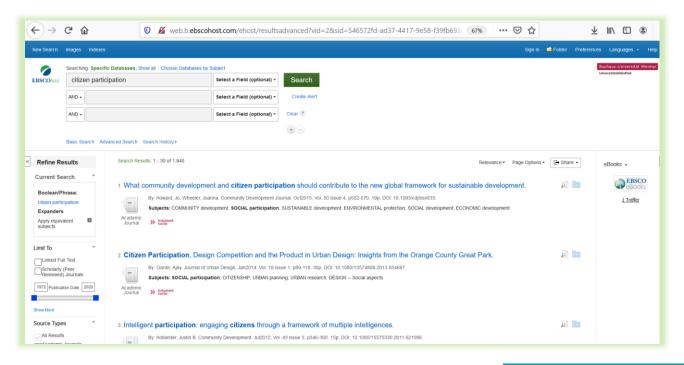


Each record in an article database includes fields such as: article title, authors, journal title (Source), subject terms, and abstract.

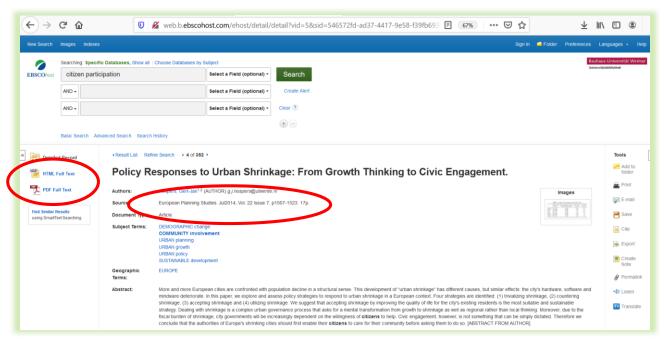
**Verfügbarkeits-Check (Availability check):** Is the article available in the university library?

- Producer: EBSCO
- Bibliographic database
- Coverage: 1970 to date
- File size: index contains more than 51,600 records
- Includes bibliographic records covering essential areas related to urban studies, including urban affairs, community development, urban history and other areas of key relevance to the discipline
- Database contains partly full text articles or links to full texts

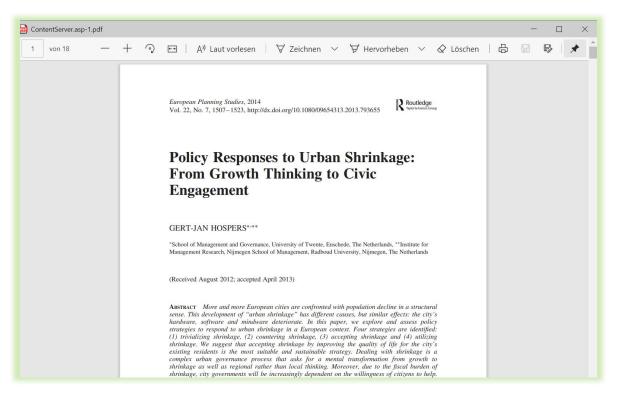
Do some research on a topic of your choice:



Example of a record:

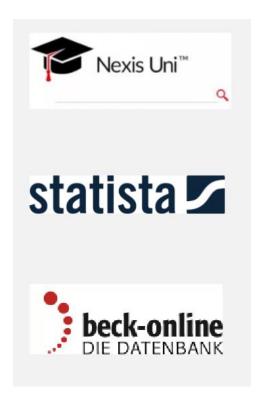


Full text
Source (journal title, year, issue, page number)



**Full text** 

# Interdisciplinary research



- Offers the full text of articles from national and international newspapers and newsmagazines
- In addition Nexis Uni provides company information on international businesses
- Statistics
- Access to quantitative data

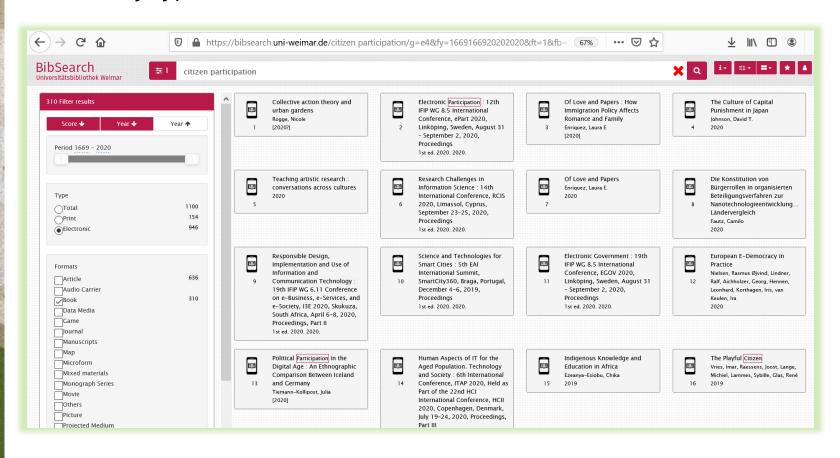
- Legal texts, comments...
- Full texts

### **E-books**

- Find all e-books licensed to the Bauhaus-Universität Weimar in the online catalog
- Limit results by type (electronic) and format (book)
- You will be able to access the full text documents from within the Bauhaus-Universität's IP range, as well as from home using Shibboleth
- Please take note of each individual provider's terms of use
- More informationen on our website

#### E-books

Limit by type "Electronic" and formats "Book"



#### **Electronic Journals**

Electronic journals licensed by the university library

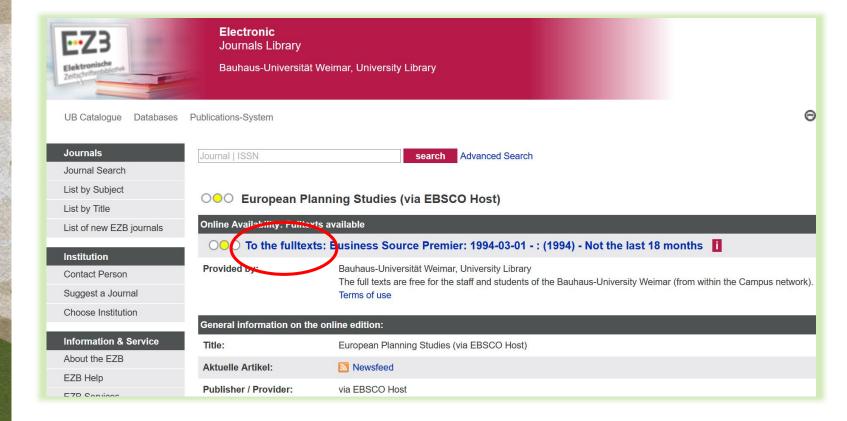
- → Access via the Electronic Journals Library
- → access / browse journals

Search only by subject or title

→ search for journal articles only in **bibliographic** or **full text databases** 



#### **Electronic Journals**



#### **Electronic Journals**

You may browse journals:



with freely available fulltext articles



where fulltext access is restricted to the users of Universitätsbibliothek Weimar



no continous licensing, only fulltext of particular volumes/issues available



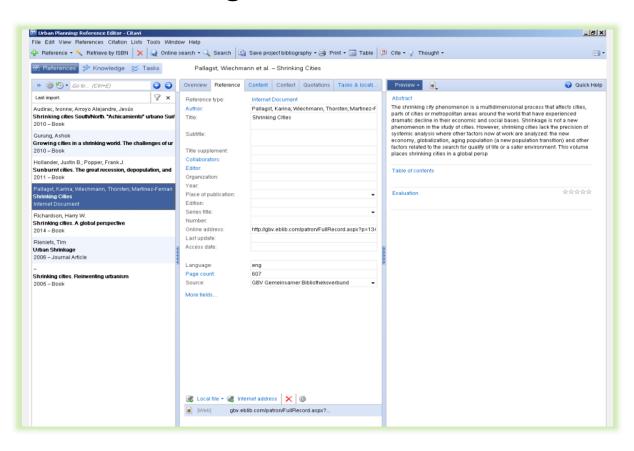
where fulltext articles are not accessible

# **Interlibrary Loan**

- Material not available in the Weimar libraries can be ordered via interlibrary loan by registered users
- Books and articles that are not available in Weimar can be ordered from other libraries via the Common Union Catalog
- set up an online account at circulation desk
- cash your thoska card/charge it with sufficient credits
- fee for each order: 1,50 Euro
- delivery usually takes between one and four weeks
- lending period is generally four weeks, renewal is not possible
- Suggest a new title (order form on homepage)

https://www.uni-weimar.de/en/university/structure/central-university-facilities/university-library/service/forms-information-sheets/suggest-a-new-title/

# Next week: Reference Management with Citavi



### »Wissenschaftliches Arbeiten@Bauhaus« -The university-wide online course on academic working and writing

The online course Wissenschaftliches Arbeiten@Bauhaus guides you through the world of academic work and will help you step by step to successfully master the different phases of your individual research. You can go through each individual course section in order or, if you are already in the middle of your work, you can start with your current focus.

The course is meant to give you a perspective on research and academic writing (in English language).

https://moodle.uni-weimar.de/enrol/index.php?id=26401



Thank you for your attention!

Please do not hesitate to contact me if you need more information or if you have any further questions.

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