

## **Sociology Library Tutorial (Neupane – Fall 2023)**

### **Closed Captions**

Hi everyone, my name is Jylisa Kenyon and I am the Social Sciences Librarian here at the University of Idaho. In this video, we are going to talk about a few Library services and highlight the Library Catalog as well as NexisUni, a newspaper database, and Academic Search Premier, a database that includes peer-reviewed articles from various disciplines.

The Library's homepage will be your starting point to access all of the resources and services available to you as a student.

The first service is our Circulation Desk, which is located on the first floor of the Library and is where you go to check-out physical items such as books and DVDs as well as technology items like headphones, phone and laptop chargers, and photography or video equipment. Click on the screen to learn more about borrowing items from our Library.

The next service is our Reference Desk, where you can ask any questions about using the library and our resources, conducting research, finding and evaluating sources, etc. Click on the screen to learn how to contact the Reference Desk.

Depending on your assignments, you might also want to meet with a librarian who can help you with subject-specific library or research questions. Click on the screen to learn more about scheduling a meeting with a subject librarian.

These are only a few of the Library services available to you as a student. Click on the screen to learn more about the Data Hub, Special Collections & Archives, the MILL, and the Studio.

Now let's talk briefly about how you can find books, articles, DVDs, and other types of sources you're interested in. When searching in Library and related resources, we use specific words and symbols to tell the resource more about what we want to see in our results list. These are called Boolean. We create search strings when we combine the keywords related to our topics using these Boolean words and symbols. Click on the screen to read more about two frequently used Boolean words and symbols.

The first place you can search is the Library catalog.

To do so simply type your search string, which includes the keywords related to your topic, into the search box on the Library's homepage, such as culture, AND in all capital letters, attitudes, AND in all capital letters, diversity. Depending on your search, you might see physical books, ebooks, articles, news sources, and videos that include these keywords. If you want to limit your search results, navigate to the 'Refine My Results' section of the screen and select options such as availability, date, resource type, etc. For this search, let's limit the results by 'Resource Type' by clicking 'Show More,' checking the boxes for 'Print Books' and 'eBooks,' and clicking 'Apply Filters.' Be sure to click 'Remember all filters' at the top of the page if you want these filters to be saved, even if you navigate to a different page of the Library catalog.

To view an ebook result, simply click on its title, such as "The psychology of social and cultural diversity." If you scroll to the 'Details' section, you can often see a table of contents and read a brief summary of the source. You can then navigate to the 'View Online' section and click the link listed, such as "Ebook Central Academic Complete," to access the ebook. Depending on the platform, you might be able to read the ebook online, download the entire ebook as a PDF, or download specific chapters.

If you find a print book in our catalog, such as “Gender diversity: Crosscultural variations,” once you click on the title, navigate to the ‘Get it’ section to find the call number, which you will use to find the item on the shelf in the Library. If you are a distance student, you can still access the Library’s print books by ‘requesting’ them within our catalog and having them mailed to you. Click on the screen to learn how to submit this type of request as a distance student.

When searching in the Library catalog, you might also come across sources labelled ‘Check Access Options,’ such as “Diversity and difference in early childhood education: Issues for theory and practice.” This means that our Library doesn’t have a copy, but we can likely get one for you via our Summit library program. Click on the screen to learn more about our Summit Library program and how to submit a Summit request.

Depending on your assignments, you might also want to find articles that are peer-reviewed by experts within a discipline. Click on the screen to learn more about peer-review.

One way to find peer-reviewed articles is to search within one of our Library databases.

To access our databases, navigate to the Library’s homepage and click ‘Databases A-Z.’ From here, you can scroll to and click on the database name in the drop-down menu. You could also click ‘Databases by Title’ and be taken to a page where you can limit to databases within particular subject areas. Let’s click on ‘Academic Search Premier’ in the drop-down menu.

Let’s search for diversity AND, in all capital letters, STEM. STEM as an acronym stands for science, technology, engineering, and math. Right away, we can see that the first results on this page are related to plant science rather than our topic. To get more relevant results, we can add additional keywords to our search, like AND in all capital letters, disciplines. If you want to limit your search results, navigate to the ‘Refine Results’ section of the screen and select options such as ‘Limit To,’ ‘Publication Date,’ etc. For this search, let’s limit the results to ‘Peer Reviewed,’ and a publication date range of 2010 to 2023.

Once you click on a specific article, such as “Affirmative recruitment of women in STEM: A case study,” you can read the abstract and determine if an article is related to your question or topic.

Some articles will be available as HTML or PDF full-text within this database, but others will be labelled ‘Check for full text availability.’ This means that the full-text of the article isn’t available in this database, but it might be available elsewhere or the Library can get you a PDF copy via our Interlibrary Loan service. Click on the screen to learn more about our Interlibrary Loan service.

To see what your access options are, click ‘Check for full text availability,’ sign-in, and either navigate to another library database or submit an Interlibrary Loan Request.

The next database we’re going to look at is NexisUni, which provides access to large regional, national, and international newspapers. To access this database, navigate to the Library’s homepage, click ‘Databases A-Z,’ and scroll to and click ‘NexisUni’ in the drop-down menu.

Let’s navigate to the guided search area and search for equity, AND in all capital letters, healthcare. Next, let’s limit the date range to the last one year and click Search. The first thing you’ll want to do on the results page is toggle ‘Group Duplicates’ -on- to ensure that articles republished in multiple newspapers only appear once in your results list. If you want to limit your search results, navigate to the ‘Narrow By’ section of the screen and select options such as ‘Location by Publication,’ ‘Publication Type,’ etc. For this search, let’s click ‘Publication Type’ and limit our results to ‘Newspapers.’

Once you click on a specific article, such as “Bills aiming to improve health care equity, access advance,” you can read the article to determine if it is related to your question or topic, then download a PDF copy if you choose.

Two other newspaper resources you might be interested in are ‘America’s News: Historical and Current,’ which provides access to smaller regional newspapers, including newspapers in Idaho. This database is available in the Databases A-Z list. The second resource is our ‘*New York Times* Access Pass,’ which allows you to get full access to articles published on NYTimes.com. Click on the screen for instructions on how to sign-up for the ‘*New York Times* Access Pass.’

If you are looking for a resource that can help you create automatic citations for sources, consider using ZoteroBib, a free resource that allows you to create in-text citations and reference lists from your browser. Simply type or copy and paste the URL or title of a source into the search box and click ‘Cite.’ Click on the result when it appears to generate a citation. If a result doesn’t appear, click ‘Manual Entry,’ choose the ‘Item Type,’ add the citation information, and click ‘Done.’ Once you’ve generated a citation, navigate to the ‘Bibliography’ section of the page and click the citation style drop-down box to change the style, if necessary. When changing to a different citation style, ZoteroBib may remind you to correct any errors in capitalization that might appear. Click ‘OK I’ll Edit Them’ to confirm. You can then click the ‘Copy Citation’ icon to generate an in-text citation. Or you can click the ‘Copy Bibliography Entry’ icon to copy the reference list entry. If you choose to search for and cite more sources, click ‘Copy to Clipboard’ when finished to copy your entire reference list.

Remember it is also important to cite the text, images, video, or other content borrowed from or generated by AI tools. In addition to citing this AI content, it is also important to explain what AI tools you used and how you used them in an endnote.

Now, click on the screen and take a moment to review what you have just learned. Thanks for watching. Please reach out if you have any questions about using the Library or finding sources.