

GYD 520 Critical Issues in Helping | Autumn 2014

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[Online Research guides](#)

KEY LIBRARY SERVICES FOR GRADUATE STUDENTS

- [Interlibrary Loan and Document Delivery](#)
- [Study Carrels](#)
- Bibliographic Management Software – ProQuest Flow, RefWorks, EndNote Basic
- Research consultations

RESEARCH STRATEGIES

Plan

Before you begin entering terms in a database, I recommend you follow the first five steps below:

1. Understand your research question.
2. Identify the major concepts in your question.
3. Identify potential terms to correspond to those concepts.*
4. Select alternative terms (narrower, broader, or related) to use if original strategy needs help.
 - a. In ERIC use the *Thesaurus of ERIC Descriptors*; in PsycINFO use *Thesaurus of Psychological Index Terms*.
5. Determine logical (Boolean) relationships between terms.**
6. Begin the search.
7. Look at a few documents.
8. Revise & refine search based on initial results.***

From: Walker, G., & Janes, J. (1999). *Online retrieval: A dialogue of theory and practice* (2nd ed.). Englewood, CO: Libraries Unlimited.

*Identify the potential terms that represent the concepts of your research question.

minority populations	urban	chronic disease
Asian American, Black, African American, Hispanic, Latino, Native Hawaiian, Other Pacific Islander, American Indian, Alaska Native (CDC racial & ethnic minority populations)	inner-city, metropolitan area, city	heart disease, stroke, cancer, diabetes, obesity, arthritis

**Determine logical (Boolean) relationships between terms. Boolean operators include: *and*, *or* and *not*.

Initial Search: minority *AND* urban *AND* chronic disease

***Revise and refine search based on initial results.

Revised Search: (minority OR Asian American OR Black OR African American OR Hispanic OR Latino OR Native Hawaiian OR Pacific Islander OR American Indian OR Alaska Native) *AND* (urban OR inner-city OR metropolitan area OR city) *AND* (chronic disease OR heart disease OR stroke OR cancer OR diabetes OR obesity OR arthritis)

Too many sources	Not enough sources	Sources not available at the Mansfield Library
		<p>---Ask your professor or librarian for assistance in locating locally available materials</p> <p>---Request items via Interlibrary Loan</p>

Search for Cited References

If you want to know who has cited a specific article search *Web of Science* or Google Scholar. PubMed and other databases are beginning to provide some of this data, too.

Trippany, R. L., White Kress, V. E., & Wilcoxon, S. (2004). Preventing vicarious trauma: What counselors should know when working with trauma survivors. *Journal of Counseling & Development*, 82(1), 31-37.

- How many times has the article been cited according to Web of Science?
- How many times has it been cited according to Google Scholar?

Locate a Specific Article or Journal

If you are looking for a specific article (e.g., from a reference list) or a specific journal, the first step is to find out if the library subscribes to that journal, either online via a database or in print. Enter the name of the journal in the main search box on the library homepage, then choose Journal Titles from the Search In pull-down menu. This will show you if the library provides access to the journal in a database, in Mansfield Library Catalog (paper copies), and or indicate that the library does not subscribe to the journal. If the library subscribes to the journal, be sure to check the dates of coverage that are available. If the library does not have a subscription to the journal you can request specific articles from the journal via [Interlibrary Loan](#). If the library only owns the journal in paper you can request that articles within it be scanned and emailed to you, too.

Villalba, J. A. (2007). Culture-specific assets to consider when counseling Latina/o children and adolescents. *Journal of Multicultural Counseling and Development*, 35(1), 15-25.

- Can you access the article online via the library's subscription databases?
- Can you access it in print in the library?

RESEARCH RESOURCES

Indexes

Anthropological Index Online. Currently indexes 782 journals of which 82 cover a mix of topics that range from socio-cultural anthropology to physical anthropology, linguistics and archaeology; 433 are in English. 1957-present.

ERIC (Education Resources Information Center). Over 1.4 million records covering all areas of education such as adult, counseling, elementary and early childhood education, second-language learning, special education, and teacher education. Indexes journal articles, conferences, meetings, government documents, theses, dissertations, reports, audiovisual media, bibliographies, directories, books and monographs. 1966-present.

PsycINFO. Over 3.3 million records covering all areas of psychology, behavioral sciences, and related disciplines such as developmental psychology, educational psychology; psychological and physical disorders, social psychology, and treatment and prevention. Indexes professional journals, chapters, books, reports, theses and dissertations. Some Times Cited data. 1890-present.

Social Services Abstracts. Over 160,450 records covering social work, human services, and related areas, including social welfare, social policy, and community development. Indexes over 1,300 journals as well as dissertations and book reviews. 1979-present.

Sociological Abstracts. Over 980,500 records covering international literature in sociology and related disciplines in social and behavioral sciences such as economic development, family and social welfare, and social development. Indexes journals, books, book chapters, book reviews, dissertations, and conference papers. 1952-present.

Worldwide Political Science Abstracts. Over 766,900 records covering international literature in political science and its complementary fields, including international relations, law, and public administration and policy. Currently indexes over 1,700 journals, 67% of which are published outside the U.S. 1975-present.

Indexes: Region-Focused

Bibliography of Asian Studies (BAS). Over 805,000 records covering humanities, social sciences, and natural sciences pertaining to East, Southeast, and South Asia. Indexes journals, conference proceedings, edited volumes, and anthologies published worldwide. 1971-present.

Hispanic American Periodicals Index (HAPI). Indexes contents of scholarly journals published around the world on Latin America and the Caribbean. 1970s-present.

Index Islamicus. Over 440,300 records covering literature on Islam, the Middle East and the Muslim world. Monitors and indexes over 3,000 journals as well as conference proceedings, monographs, multi-authored works and book reviews. 1906-present.

Middle Eastern & Central Asian Studies. Over 639,000 records covering political affairs and law, international relations, economic affairs - business and industry, cultural heritage, society and social welfare, ethnic diversity and anthropology, significant religious events and movements and more – on the countries and peoples of the Middle East, Central Asia and North Africa. 1900-present.

Full Text

Access WorldNews: Research Collection. News coverage at the international, national, regional, and local level. Able to limit your search by continent, region, state, or source. Coverage dates vary by title.

AnthroSource. Archive of the American Anthropological Association journal publications.

CINAHL Plus with Full Text. More than 770 journals in nursing and allied health, as well as conference proceedings, dissertations, and more. Most coverage is from 1981-present.

Contemporary Women's Issues. Coverage of issues and events that influence women's lives in over 190 countries, from mainstream periodicals, the alternative press, newsletters, NGO reports, and gray literature. Coverage dates vary by title.

Counseling and Therapy (in Video). Includes 707 videos for the study of counseling, social work, psychotherapy, psychology, and psychiatric counseling.

eHRAF World Cultures. Ethnographic collections covering all aspects of cultural and social life.

Ethnic NewsWatch. Regional and national magazines, and journals published by ethnic and minority presses. 1959-present.

Ethnographic Video Online. Covers every region of the world and features the work of many of the most influential documentary filmmakers of the 20th century. Includes interviews, previously unreleased raw footage, field notes, study guides, and more.

Professional Development Collection. Nearly 520 high quality education journals, including more than 350 peer-reviewed titles, designed for professional educators. Coverage dates vary by title.

PsycArticles. Over 70 journals published by APA, the APA Educational Publishing Foundation, the Canadian Psychological Association, and Hogrefe & Huber. Most journals are covered from the initial volume and issue of publication of the journal-present.

Psychology and Behavioral Sciences Collection. Nearly 400 journals covering topics in emotional and behavioral characteristics, psychiatry & psychology, mental processes, anthropology, and observational & experimental methods. Coverage dates vary by title.

Social Sciences Full Text. Over 330 journals covering both applied and theoretical aspects of the social sciences including Family Studies, Gender Studies, International Relations, Minority Studies, Political Science, Public Welfare, and more. Indexing for roughly 750 serials, 670 of which are peer-reviewed. 1972-present.

Open Access Literature

Open-access (OA) literature is digital, online, free of charge, and free of most copyright and licensing restrictions. OA is a kind of access, not a kind of business model, license, or content. OA is compatible with copyright, peer review, revenue (even profit), print, preservation, prestige, quality, career-advancement, indexing, and other features and supportive services associated with conventional scholarly literature. The primary difference is that the bills are not paid by readers and hence do not function as access barriers. The legal basis of OA is the consent of the copyright holder (for newer literature) or the expiration of copyright (for older literature). Because OA uses copyright-holder consent or the expiration of copyright, it does not require the reform, abolition, or infringement of copyright law. The campaign for OA focuses on literature that authors give to the world without expectation of payment. Many OA initiatives focus on publicly-funded research. OA is compatible with peer review, and all the major OA initiatives for scientific and scholarly literature insist on its importance. The chief difference between them is that OA journals conduct peer review and OA repositories do not. This difference explains many of the other differences between them, especially the costs of launching and operating them.

From: [*Open Access Overview*](#), Peter Suber

Search [**DOAJ \(Directory of Open Access Journals\)**](#) a directory of open access scientific and scholarly journals that publish scholarly or review articles; exercise peer-review or editorial quality control; and are from academic, government, commercial, or non-profit private sources.

KEEP CURRENT

Current Awareness Services, such as Table of Contents Alerts, Saved Search Alerts, and Cited Reference Alerts, help you keep on top of what is being published in your area of interest, or by specific authors, by automating key research practices. These services are provided free by most publishers and database vendors and merely require you to register with the publisher or vendor. Depending on the alerting service, you can select to be updated daily, weekly or monthly via email or a RSS feed. Once registered, you will receive automatic updates to keep you current and aware of research of interest to you. Find out more at [Keeping Current](#).

MANAGE YOUR RESEARCH

Streamline the management of your research by using a **citation management tool**. The library provides subscription access to two such web-based tools, EndNote Basic and RefWorks. There is also a new program called ProQuest Flow (developed by the same company that developed and provides RefWorks). These tools are most helpful if you are working on research involving many citations (more than 20) or ongoing projects like a manuscript, thesis, or dissertation. You can use EndNote Basic or RefWorks to: create your own personal database to keep track of your research articles, documents, websites, etc.; automatically generate a bibliography in a variety of styles (e.g., APA, ASA, Chicago, MLA); add in-text citations to Word documents; and share your research sources.

Flow additionally allows you to annotate documents, drag and drop pdf files into the system from which metadata is automatically drawn, and import existing libraries (e.g., RefWorks, Mendeley). ProQuest representatives will be offering a training session on Flow titled, “Organizing, annotating, and citing your digital references” on Thursday, October 23 from 4-5pm in the library’s Student Learning Center (283).

RefWorks	
Access	Click the “Databases” link on the homepage, the “R” tab, then “RefWorks.”
Set up an account	Use your official UM email address. Off-campus access requires a <i>Group Code</i> that will be sent to you when you set up your account, and can be re-sent to you if you send an email from your UM email to refworks@umontana.edu .
Add citations	Click the “References” menu, then “Add New”. You can also add citation data from various databases, usually under “Export” or “Save Citations.” In some instances this is seamless (e.g., using CSA databases), in other instances you will need to download the data and then use the “Import” option under the “References” menu.
Organize citations	Select the “New Folder” button to add a new folder. A citation can be placed in more than one folder. Select the “Organize & Share Folders” tab to make changes. Folders can be shared with both RefWorks and non-RefWorks account holders via email, URL, or in UM’s RefWorks RefShare area.
Find citations	Use the “Search” box. Citations can also be viewed by author, journal/periodical, or subject/descriptor by selecting “Search” menu.
Create in-text citations	Requires you to download a utility program to your computer called “Write-N-Cite” that works with most MS Word programs. Find the utility under the “Tools” menu. If you want to use ProQuest’s Flow you should download the “ProQuest for Word” plugin that works with both RefWorks and Flow.
Bibliography	Use the “Bibliography” menu or “Create Bibliography” button.
Get help	RefWorks tutorials . A “Help” menu is available in RefWorks.