

## SRP library session script

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Hello.

Today we are going to review library resources that support SRP projects.

By the end of this video, you will be able to:

1. Identify keywords for your search
2. Identify the best databases for your topic
3. Create effective searches

First, let's get familiar with the library's homepage.

Begin at the library's homepage. You can go there directly by typing Sherman dot library dot nova dot edu into your browser. Or...

If you are logged into SharkLink, please, click Homepage under Alvin Sherman Library.

From the library's homepage you can easily see all the resources and services available to you. Some specific services to be aware of are Ask a Librarian and InterLibrary Loan.

By clicking on Ask a Librarian, you are able to get the phone number to call us, our email, chat with us, or set up a one-on-one appointment with a librarian.

The other service is InterLibrary Loan.

InterLibrary Loan is a department dedicated to getting you items we don't own. There is no need to pay for articles or access to items. You can request the material through InterLibrary Loan and we will do our best to get the article or item with no additional cost to you.

Next, let's look at the Databases by Subject page.

By clicking on the Databases by Subject button, the options expand. You can type or scroll to your subject. In this example we are going to click the 'see all subjects' link.

Click on a subject or a material type to get a list of databases in that subject or containing that material type. From this page you can access over 500 unique resources. While you will most likely find the information you need on your SRP guide it is good for you to know about these other sources.

Now, let's go to the SRP guide. From the library's homepage, scroll down and look on the right hand side for the library guide search box. Type in SRP.

The results page will lead you to this guide.

You will notice the guide is divided into the different types of information you are looking for.

In the box labeled Reference Databases, you can use Gale eBooks and Credo to find information on mission, vision, and value statements, and their historical significance.

If you are just starting your research, you may wonder ‘Where do I begin?’ Begin with your SWOT. The SWOT analysis will provide your first group of keywords.

When searching, avoid typing in a sentence in the search box.

Take a look at your question and focus on the most important concepts or words.

Here are some short cuts you can use to save time and maximize each search.

If your keyword can have multiple endings use the star symbol as a short-cut instead of writing out all the possible variations of a word. For example, teen\* will bring back results that include teen, teens, teenager, teenagers.

Using quotation marks around terms tells the database to search that exact phrase. This will narrow your results to items with that phrase.

You can use these short-cuts together.

If you find you get too many results – use AND with additional search words to narrow and focus the search.

If you find too few articles try incorporating synonyms and linking them with the word OR to expand your results.

Let’s look at an example. On this slide, you see I am using undergraduates as a synonym for freshman. And I link both words with the word OR.

Now let’s put it all together in a search.

This is the ERIC database – we are on the advanced search screen.

I am researching technology infrastructure in the classroom at the elementary school level.

On the search page I typed out my keywords – first line technology. On the second line is infrastructure OR implementation – so here these words are used like synonyms. I added a row and typed classroom.

You will notice other search options on the screen. You can limit results to peer-reviewed and focus on a specific publication year range. Further down on the screen there are additional options. On the far right hand side you can limit your results to an education level. In this example I checked the box next to elementary education and elementary secondary education.

The results page has over 200 items. Each entry will have its bibliographic information, or the information needed to cite it in APA style. The entry will also have an abstract, or summary, and list of subject words tagged to the article. You can quickly see how many articles have a particular subject tag by clicking on the subject link, located on the left hand side of your result screen. Once you click on subject, that section will expand. By clicking on more a pop-up window opens listing all the subject tags and the number of articles containing that word or phrase.

This is a simple and effective way to include or exclude specific subjects. For example, you can exclude articles from foreign countries, if you want to, while at the same time including other subjects for viewing in your results.

Next, let's look at a sample search in CINAHL, one of our Allied Healthcare databases.

Here we are using some of our short-cuts. In the first line we type nurs\*. Remember, this will bring back results on nurse, nurses, and nursing. The second line shows our keyword, retention, and synonyms, attrition and turnover, linked with the word OR. The last line has prevent\* this will bring back prevent, prevents, prevented, preventing, and prevention.

The left hand side of the results screen provides useful ways to limit what you see. You can limit to academic journals. This is different than peer-reviewed. If you want to check if a particular journal listed in your results is peer-reviewed, please use the Ulrichsweb database located on your SRP guide.

Now that you have found items for your literature review, how do you get the full text? Depending on the database you are using you may see a FindIt or 'Check for full text' link. Clicking that link will take you to a new tab with your full text options. The new tab may provide different information but it will always be structured the same way. The item's information will be at the top of the screen. Under that if you see a section of links to databases, this will take you either directly to the full text or the site where you can get the full text.

Under the links to full text or the site where you can get the full text section you should always see these last three links, where you have the option of searching NovaCat, our library catalog, by the journals unique ISSN, or searching NovaCat by the journal title. The last option is

requesting the article through ILLiad, the platform used by the library's InterLibrary Loan department. Since you have logged into the database you have logged into your ILLiad account.

If the library does not have access to the article in full text we will get a copy from another library.

Please remember, if you have any questions, you can always reach out and get help from the librarians.

Thank you for watching.