Surf Like A Pro: Using ITU Databases

By Marion Hayes, University Librarian
Welcome to the ITU Library & Resource Center
Remember this!

DON’T GET CAUGHT!
Breaking Copyright

SAY NO!
to Plagiarism

STOP!
CITE BEFORE YOU WRITE

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AFTER THIS WORKSHOP YOU WILL BE ABLE TO:

#1: Identify criteria for evaluating scholarly information
#2: Learn common search techniques
#3: Practice these techniques using ITU subscription databases
ATTENTION!!

Cheating, fabrication and plagiarism are unethical, behaviors at ITU (see ITU’s Academic Dishonesty Policy and ITU Student Code of Conduct).

ITU defines plagiarism as:

“Representing someone else’s words, ideas, artistry, or data as one’s own, including copying another person’s work (including published and unpublished material, and material from the Internet) without appropriate referencing, presenting someone’s else’s opinions and theories as one’s own, or working jointly on a project, then submitting it as one’s own.”

Consequences - Failing or lower assignment/course grades, suspension/expulsion, loss of professional reputation, job or career.
CAN I GOOGLE? WHAT ABOUT WIKIPEDIA? (Yes & No)

1. Google Scholar
   - Scholarly
   - “Advanced Search
   - Some are copyright-exempt

2. Google “Advanced Search” (Settings)
   - Limit by domain, title search only, file type
   - Good for images – select licensing desired

3. Wikipedia?
   - Scholarly? Background info.
   - Expert editors?
   - Reference lists with sections

4. What is a scholarly source?

5. Why use library databases?

6. Free / Open Access Scholarly Database (EMS)
Using Google “Settings” for Pro Searching

- From www.Google.com select “Settings” (bottom right screen)
- Select “Advanced Search”
- Select an option from “Usage Rights” such as “free to use share and modify”
- To search for free to use images, go to Google images, change settings to “Advanced Search” and
- Change Usage Rights to the option that best fits your use

6. What library databases does ITU have
   - eLibrary tab in the EMS (onsite no passwords; login for off-site
   - ITU Online Library Catalog
   - ACM Digital Library
   - EBSCO Business Source Elite
   - NYTimes Academic Pass
   - Proquest Wall Street Journal

7. What are the best local libraries for research?
   - Joint SJPL & SSJU library (e.g. see LibGuides – 100s of databases)
   - Santa Clara University (e.g. see LibGuides – 100s of databases)
   - CA Public Libraries (e.g. Safari Books, Ebsco Source Elite)
8. What common search tips and tools are used in most databases?

- Example: MIT Search Tips Guide (Excellent)
- Topic / question in one sentence
- Background info (e.g. Wikipedia or Google)
- Keywords or synonyms (similar)
- Search strings
- Boolean Operators AND, OR, NOT
- Wildcards, truncation ? # book?
- Stop word (e.g. ‘NOT’)

Highly Recommended Source!!

MIT Libraries Search Tips,
https://libguides.mit.edu/database-search, Accessed 18 Jan, 2018
### Database Search Tips: Overview

**Overview**

- The key to being a savvy online searcher is to use common search techniques that you can apply to almost any database, including article databases, online catalogs and even commercial search engines.
- This is important because searching library databases is a bit different from searching Google.
- The techniques described in this section will enable you to quickly retrieve relevant information from the thousands of records in a database.
- When you search a database and do not get the results you expect, Ask Us for advice. Library staff are happy to help you find what you need.

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**Highly Recommended Source:** MIT Libraries, [https://libguides.mit.edu/database-search](https://libguides.mit.edu/database-search), Accessed 18 January, 2018
### Scholarly?

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Tips</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Authority / Publisher</strong></td>
<td>Peer-reviewed, Expert, Opinionated, Factual, No Bias, Reputation</td>
</tr>
<tr>
<td><strong>Organization</strong></td>
<td>.gov .edu .org .com .net; Contents, Index</td>
</tr>
<tr>
<td><strong>Currency</strong></td>
<td>Last updated? Active links?</td>
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<tr>
<td><strong>Accuracy</strong></td>
<td>Sources? Citations, Verified?</td>
</tr>
<tr>
<td><strong>Coverage / Scope</strong></td>
<td>Relevance, sufficient details</td>
</tr>
<tr>
<td><strong>Objectivity / Bias</strong></td>
<td>Opinion or fact? propaganda</td>
</tr>
<tr>
<td><strong>Other</strong></td>
<td>Scholarly, News, Popular, Tabloids, Index, Table of Content</td>
</tr>
<tr>
<td><strong>Appropriateness</strong></td>
<td>Task, audience, advertising (agenda)</td>
</tr>
</tbody>
</table>

• In 1000 words, use scholarly literature to respond to this statement.

• Step 1: Topic in one sentence (in own words)

e.g. What are the barriers to the widespread uptake of autonomous cars in the U.S.?

• Step 2-3: Searching, selecting and saving citations (next page)
EXAMPLE:

**Step 1:** Topic in one sentence.

e.g. What are the barriers to the widespread uptake of autonomous cars in the U.S.?

**Step 2:** Find scholarly information and strategy

**Keywords/phrases**

- Autonomous (vehicle* or car*) OR
- Driverless / selfdriving / self-driving (vehicle* or car*) AND
- market penetration or market barriers AND
- Uptake or adoption or acceptance or … AND
- U.S.. or united states or north America AND

**Databases:**

- Google: “Setting>Advanced Search”
- ITU Library Catalog
- Ebsco Business Source Elite

**Search, Select, Download (Zotero, Mendeley)**

Need help with Zotero or Mendeley? Submit a Library Inquiry or drop into the library.
1. Did you receive your library logins
2. Use library catalog & databases for books, reserves, papers
3. Get a San Jose Public Library Card (SSJU Databases)
4. Know your Information literacy skills
5. Attend library webinars and workshops (flyer)
6. Get research help – library@itu.edu, research consultation
7. Know the research process – six steps (videos)
8. Use good search strategy, Boolean logic, keywords, wildcards
9. Know criteria to evaluate scholarly information
10. Use information legally – copyright, trademarks
11. Use information ethically - plagiarism, citation, turnitin
12. Use Tools/templates - ITU guides, APA style, turnitin, Zotero

library@itu.edu
REMEMBER TO

Schedule your research consultation with your University Librarian.

Email library@itu.edu