Library Resources and Research Techniques for FSEM 100J2

Learning Outcomes: By the end of your library classes you will be able to locate books and articles on your topic using specialized reference works, the library catalog, and periodical databases.

Databases: Provide access to published material in magazines, journals, newspapers, and other sources. The UMW Library subscribes to these databases and they are part of the “Deep Web,” as opposed to the “Surface Web” or “Free Web.”

Finding Research and Subject Guides

- Click on “Guides” in the blue tab on the Library home page, http://libraries.umw.edu, or click on “Research Guides” in the “Get Help” section.
  - Click on “Art and Art History” (http://libguides.umw.edu/art).

Finding Subject Encyclopedias and Other Reference Works

- Define and narrow your topic; provide background material.
- Provide lists of other significant resources (that is, bibliographies).
- See UMW Libraries Art and Art History subject guide for list of some useful titles. (http://libguides.umw.edu/art). Some excellent works that furnish both research ideas and bibliographies include:
  - *American Chronicle: Year by Year Through the Twentieth Century* (REFB E 169.1 .G664)
  - *American Decades* (org. by decades; each vol. cataloged separately, but see REFB E 169.12)
  - *This Fabulous Century* (volumes organized chronologically by decade, 1870/1900 to 1960/1970; REFB E 161 .T55)
  - *The Twenties in America* (REFB E 784 .T84 2012)
  - *The Eighties in America* (REFB E 876 .E347)

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Finding Books and Articles

**Quest**
- Click on “Quest” from Library home page, http://libraries.umw.edu.
- A new search tool that allows users to find print and online resources at UMW Libraries through a single interface.
- A search in Quest will locate books, e-books, articles from journals, magazines, newspapers, DVDs, and much more.
- After clicking on a book, “Details” will disclose whether it is illustrated.

Finding JUST Books
- Find books by author (last name first), title, subject headings (approved words and phrases that describe a topic), or just by typing words “anywhere.”
- Books are shelved by call number: A – L (third floor) and M – Z (second floor).
- After clicking on a book, “Details” will disclose whether it is illustrated.
- Reference books are on the first floor near the Reference Desk.

Finding Articles and Photographs (Other Resources)

*Academic Search Complete* (coverage varies; as far back as the 1880s to date)
- Includes thousands of full-text academic journals and periodicals in a wide variety of disciplines. (Also listed in the “Finding Articles” section of the Art and Art History Library guide.)
- Can click on “Choose Databases” to add additional databases.

Saving Images from the Internet
- Right click to “save image as”
- Can also use the Snipping Tool
  - Go to Office Button
  - “All Programs”
  - “Accessories”
  - “Snipping Tool”

Citing Your Sources
- Click on “Cite Sources” in the “How Do I?” section on the Library home page, http://libraries.umw.edu. (Also listed on the Art and Art History Library guide.)
- Provides links to EasyBib citation guide and also guides to specific citation styles.
- Remember to check your citations using the UMW citation guides!