

Education Library Research Information for Online and Onsite Graduate Students

2016-2017

Who we are:

Your Academic Librarians at the Faculty of Education are:

Christena McKillop – Director of the Education Library

Denise Horoky – Research and Instructional Services Librarian

Contact the Librarians via email eduref@uwo.ca

Along with four other library staff we provide teaching and learning resources and support for you and your students. We are part of the larger Western Library system but you will find us conveniently located in the Education Library - which is the unique circular part of the Faculty of Education and online through the website www.lib.uwo.ca

Contact the Library Staff via email edulib@uwo.ca telephone 519-661-2111 ext 83172

ASK Service: Chat with a Librarian is a free online service and is easily available from the Western Libraries' website: <http://www.lib.uwo.ca/chat/index.html>

Help is also available via Personalized Research Consultations

We strongly encourage you to arrange a one-on-one personalized research consultation early in your studies (and periodically after that as the need arises). Appointments can be an office visit (usually one hour in length) an extended telephone call or an email exchange. We are flexible.

Contact Denise Horoky at dhoroky@uwo.ca or call 519-661-2111 ext. 88275 to set up an appointment. Denise's office is located on the lower level of the Education Library at the very back of the Quiet Study Area in **Room 1150 J**. Just "follow the apples" on the wall to find her office! If you are in the Faculty of Education, stop in and introduce yourself!

You can also stop in and introduce yourself to Christena McKillop, the Director of the Education Library. Christena's office is located in **Room 1150W** on the main floor of the Education Library.

Wondering about: Imposter Syndrome? Peer Review? Citation Management?

Then look no further!

Student2Scholar www.student2scholar.ca

This wonderful online tool can help. **Student2Scholar** is a series of online modules designed for graduate students. The Academic Librarians helped create this tool as part of a team from Western, University of Toronto and Queens. It's free! It's interactive and self-paced. It's full of content applicable to you as a graduate student. You pick and choose what is relevant to you. Take a look!

Beginning Your Research from the Western Libraries' Website

Off Campus Access

To begin your research from the Western Libraries' website, please type your Western Identity computer account username and password in the appropriate boxes under **Off-Campus Access**

Please note ~ If you are searching one of the Western Libraries' research databases and you are being requested to pay for an article, or you are being asked to pay to see the full text of a journal article, STOP! You most likely have "fallen off" the proxy server. You will need to go back to the Off-Campus log in and re-enter your Western Identity computer user name and password to be able to freely read the online material.

Research Guides ~ A Great Place to Start!

On the Western Libraries website, under the **RESEARCH TOOLS** tab, there is an option called **Research Guides**.

When you click on **Research Guides** option you will be presented with a list of librarian-created HELP GUIDES to get you started on the task of finding library resources.

The Education Library staff created two Research Guides listed under the subject EDUCATION:

- 1) Graduate Education
- 2) Teacher/Continuing Teacher Education

Have a look at the **Graduate Education Research Guide** to find suggested databases, handbooks and other useful resources.

Searching the Catalogue from the Western Libraries' Website

Looking for a book by a specific author? Looking for an ebook? Looking for a specific book title? Looking for resources on a specific topic? Looking for journal titles? Looking for *any* books at particular topic? Do you want to request a book that is available on main campus and have it sent to the Education Library?

If you nodded "yes" to any of the above questions, you want to begin your research by becoming familiar with our keyword friendly [Catalogue](#). You can search by title, journal title, author, keyword and subject.

Helpful Hint ~ The **JOURNAL TITLE** search option is very useful if you are looking for a specific journal title.

Helpful Hint ~ The ebooks purchased by Western Libraries are accessible through the library catalogue so that you may easily read them online at your convenience.

Enhanced Service: *My Library Account* option from the Catalogue

The online catalogue also has many timesaving features and options. For example, from the "[My Library Account](#)" option in the catalogue you can:

- Search the catalogue
- Save catalogue searches (and run these searches again at another time)
- Set up your **SEARCH HISTORY** feature which keeps track of all the books you have signed out
- View your circulation record (to see if you have any fines) and **RENEW books**
- **REQUEST books** from other libraries on campus
- Check the status of your book requests

Signing out Books

Once you find books and other resources using the catalogue, you may borrow them, using your **Western University photo ID student card** as your library card to sign out resources. Graduate students are eligible for an extended loan period – ask us about this service when you are signing out books!

Online Students – Did you know you can have books couriered to you?

Once you have searched the library catalogue and you have found books that you want, simply email us (eduref@uwo.ca) the titles and call numbers from the library catalogue.

We will also need a complete mailing address, your student number and a telephone number. The courier service will not deliver any items without a telephone number so be sure to include it in your request.

We will courier you these items. This is a **free service**. You are responsible for getting the books back safely to the Education Library by the due date (do not forget you can **RENEW** books through the **My Library Account** option) so you *may* incur a small cost if you decide to courier the library books back to us. Remember to regularly check your Western email for library notices.

Using Research Databases to find full text journal articles and other resources

The "**Research Guides**" pages and a **catalogue** search will lead you to some of our research databases. You will find a complete list of all of the research databases available listed under the **RESEARCH TOOLS** tab along the top of the Western Libraries' website.

Just as the Education Library buys books, ebooks and multi-media resources, we also purchase access to the journal articles (and newspaper articles) and these journal articles (and newspaper articles) are contained in the research databases.

Helpful Hint ~ Most, but not all, are journals and journal articles are available in full text through the research databases. At some point in your graduate student career you will find a journal article that only has print (no online) access – this is often true for the very current or the older issues of some journals. Please email us (eduref@uwo.ca) if you encounter this situation and we will seek possible alternate solutions for you.

Searching a Research Database - It Is Easy To Get Started

Always start your research at the Western Libraries website: www.lib.uwo.ca

If you are working off campus, please type in your **Western Identity computer account user name and password** in the **Off Campus Access** option on the far right hand side of the Western Libraries' website.

1. Click on the **RESEARCH TOOL** tab along the top of the website.
2. Click on **DATABASES**
3. Select the research database you want to search (see suggestions below).
4. Like the online catalogue, databases are "keyword friendly" and keyword searching is the default setting in most research databases.
5. Keywords and search terms can be combined in a variety of ways to refine your search to get the most relevant journal articles in the most efficient manner.
6. You will benefit from taking some time at the beginning of this search process to reflect on the variety of terms and terminology you may need to use to find resources to support your research interests. Be creative. Finding the "right" search terms may be one of the hardest research tasks associated with database searching.
7. You can also search the databases by author's name and by journal title. This makes searching for your particular research topic much more efficient, and allows for flexible searching for information about your topic.

We suggest you try these Education Databases

CBCA Education (for Canadian Education information)
ERIC
Professional Development Collection (Education)
Education Journals (ProQuest)

Education Source (EBSCO)

Other Useful Databases for Education Graduate Students

Dissertations and Theses (this database is a "**must search**" for all graduate students conducting a literature review)
Academic Search Complete
J-STOR (Journal Storage – great for access to **older** materials)

Journal Citation Reports (JCR) (very useful for finding the "**impact factor**" of a journal)
ProQuest Psychology Journals
PsycINFO (great for **education psychology and counselling** information)
Sociological Abstracts
Ulrich's Periodical Directory
(**Helpful Hint** ~ Ulrich's is extremely useful for finding out additional information about journals including whether or not the journal is classified as a "**peer-reviewed journal**").

Obtaining Books and Journal Articles Not Available at Western: Use RACER for InterLibrary Loans (ILL)

Western Libraries has many outstanding research collections.

However, we will not have everything you may need for your particular research topic. In addition, while the Libraries endeavor to provide the full text of the scholarly research journal articles, ***not all journal articles will be available full text and available online.***

You may have to order some of your books and journal articles from other academic institutions using our **Interlibrary Loan (ILL)** service called **RACER** (an acronym for "Rapid Access to Collections by Electronic Requesting"). This is a free service.

You will find a link to **RACER** under the **FIND** feature in the middle of the Western Libraries website labelled ***Materials from another university (RACER).***

To access **RACER** you must first create an account. Creating an account is fast and simple. Just follow the onscreen instructions. It is easy to set up an account: Your Western student number is used as your login. And, you get to create your own password, so it is meaningful to you!

Helpful Hint ~ We highly recommend that you register and set up a **RACER** profile/account early in your research process so that you are ready to request **ILL** articles and books whenever you need them. This will save you time and frustration.

Digital Delivery of Journal Articles that are NOT found in the Databases

Digital Delivery is a journal article scanning service that is offered to Western faculty, staff and students. If a journal is **not available in full text form from a database** and Western Libraries owns a print copy of the journal, we will scan and sent the article to you via email. The full text of journal articles will be delivered right to your device.

Only journals with the location **STORAGE - Use Request item** in the library catalogue are eligible for this service. All other items are **not** eligible for this service (e.g. books, ebooks, multimedia resources and book chapters). Our Education Library print copy journals have been transferred to STORAGE and are now eligible for this free and helpful service.

Purchase Suggestions: We like book/ebook purchase suggestions!

Graduate students are often in the unique position to find out about new or just-published books. Feel free to recommend book titles not currently available in our collection to your Academic Librarians, Christena McKillop and Denise Horoky. Email us: eduref@uwo.ca

Staying in Touch and Staying Up-to-Date: Education Library on Social Media ~ Blog, Facebook and Twitter

Increasingly, we are communicating with our graduate students through the use of social media. Learn about our wonderful collections and services using our **Education Library Blog** which is available on the Education Library's website. The **Education Library Blog** is written for especially for graduate students and researchers and it is updated regularly. We use the Blog to showcase new books and ebooks. You will find the Education Blog very useful!

The Education Library has an active **Facebook** page and **Twitter** account. Links to both of these social media sites are conveniently located on the Education Library's website.

What Do You Think about the Education Library and Our Services?

We are always looking for ways to improve our collections and our services, and your feedback is important to us. Periodically you will be contacted about formally participating in the Education Library's ongoing assessment efforts.

Good luck with your courses and programs! Let us know how we can help you!