Contents

Preface		XV
1.	Welcome to the Information Fog	1
	1.1 Before there was print	2
	1.2 Reading and inscription	3
	1.3 The printing press	4
	1.4 Enter the World Wide Web	7
	1.5 Information today – The state of the art	9
	1.5.1 Books	9
	1.5.2 Journals and magazines	13
	1.5.3 Government and corporate documents	14
	1.5.4 The World Wide Web	15
	1.5.5 Web 2.0	15
	1.6 Primary and secondary information sources	16
	1.7 Warning - Not all information is informative	17
	1.8 For further study	18
2	Taking Charge	19
	2.1 Wrestling with a topic	21
	2.2 Elements of inadequate research	22
	2.3 The key to great research	23
	2.4 A model for research	26
	2.5 Getting started in research	27
	2.5.1 Getting a working knowledge through reference	
	sources	27
	2.5.2 Excursus: Wikipedia, the professor's dilemma	30
	2.6 Finding a good question	32
	2.6.1 Narrow your topic to one aspect.	32
	2.6.2 Identify controversies or questions related to your	
	narrowed approach.	33
	2.6.3 Thesis statements	33
	2.6.4 Research questions—The bad and the ugly	34

	2.7 The preliminary outline	36
	2.8 How about a few good examples?	38
	2.8.1 "The thought of Erasmus of Rotterdam"	38
	2.8.2 "Homelessness in our cities"	38
	2.8.3 "The Causes of the ecological crisis"	39
	2.8.4 "Behaviorism as a model for social engineering"	39
	2.9 For further study	39
	Study guide	39
	Practice with research questions	40
	Assignment for a research project of your own	40
	Teaching tool	41
3	Database Searching with Keywords and Hierarchies	42
	3.1 What's a database?	42
	3.2 Keyword searching	43
	3.2.1 Database basics for keyword searching	44
	3.2.2 Boolean searching	46
	3.3 Keyword searching with hierarchies	54
	3.3.1 Hierarchies	54
	3.3.2 Clustering search tools	57
	3.4 Keyword searching - The good, bad, and ugly	60
	3.5 For further study	60
	Study guide	60
	Practice with keywords and hierarchies	61
	Suggested key to practice with keywords	62
	Assignment for a research project of your own	65
4	Metadata and the Power of Controlled Vocabularies	66
	4.1 It's all about the metadata	66
	4.2 Understanding metadata	67
	4.3 Excursus: An analogy that might help (or not)	70
	4.4 Metadata in practice – The database record	71
	4.54 Controlled vocabularies	73
	4.6 Library of Congress Subject Headings	74
	4.7 Working the angles—Identifying controlled vocabularie.	s 80
	4.7.1 Library catalogs	81
	4.7.2 Other databases	82
	4.8 Getting more creative—combining controlled vocabular	У
	and keyword searching	82

4.9 Keeping on track with controlled vocabularies	84
4.10 For further study	85
Study guide	85
Suggested key to practice with controlled vocabularies	87
Assignment for a research project of your own	87
Library Catalogs and Journal Databases	89
5.1 Library catalogs	89
5.1.1 Making the catalog work for you	90
5.1.2 E-Books	92
5.2 Journal databases	94
5.2.1 Some background on the journal scene	94
5.2.2 Introduction to journal databases	99
5.2.3 Journal databases with electronic full text	105
5.2.4 RSS feeds from journal databases	105
5.2.5 Table of contents alerts	105
5.3 Approaching journal databases – Tips and hints	106
5.3.1 Be prepared for challenges.	106
5.3.2 Read the interface.	106
5.3.3 Be aware that databases tend to be something of a	
black hole.	107
5.3.4 Resist the urge to fill the search box with words.	107
5.3.5 Think about staging (faceting) your search.	107
5.3.6 Look for controlled vocabularies and advanced	
searches.	107
5.3.7 Think before you search.	108
5.3.8 Retrace your steps.	108
5.3.9 When in doubt, read the instructions.	108
5.3.10 Remain calm and get help if you need it.	109
5.3.11 Sometimes problems arise because you're using t	he
wrong database.	109
5.3.12 Check out the possibilities of interlibrary loan.	109
5.4 Citation searches, related articles and reference lists -	
Alternative ways of searching	110
5.4.1 Citation searches	110
5.4.2 Related articles	110
5.4.3 Reference lists	111

	5.5 Trying out a live journal database	111
	5.6 Varieties of the journal database	114
	5.7 Federated and discovery search	115
	5.8 Final pep talk	117
	5.9 For further study	118
	Study guide	118
	Practice with journal databases	119
	Assignment for a project of your own	119
6	Internet Research	121
	6.1 A brief introduction to the Net	122
	6.2 The language of the Net	123
	6.3 Google Scholar and other free academic search engines	on
	the Net	125
	6.3.1 Why start with academic search engines?	125
	6.3.2 Google Scholar (http://scholar.google.com)	126
	6.3.3 BASE (http://www.base-search.net/)	129
	6.3.4 Microsoft Academic Search (http://academic.research	rch.
	microsoft.com/)	129
	6.3.5 CiteSeer ^x (http://citeseerx.ist.psu.edu/)	129
	6.3.6 Scirius (http://www.scirus.com/srsapp/)	130
	6.3.7 getCITED (http://www.getcited.org/)	131
	6.3.8 Others	131
	6.4 Search engines for the rest of humanity – Google and	
	friends	132
	6.4.1 Searching by search engine, using keywords	132
	6.4.2 A basic introduction to the best search engines	134
	6.4.3 RSS feeds from search engines	141
	6.4.5 The coming semantic search engines	141
	6.5 Searching by subject tree	141
	6.6 Portals	142
	6.7 The Hidden Internet	144
	6.7.1 What do we mean by "Hidden?"	144
	6.7.2 What's in the Hidden Internet?	144
	6.7.3 How do I find information on the Hidden Internet?	145
	6.8 Evaluating information from the Internet	145
	6.9 Some more Internet addresses valuable for research	
	purposes	148

	6.9.1 Reference sources	148
	6.9.2 Searchable library catalogs	148
	6.9.3 Phone directories	148
	6.10 For further study	149
	Study guide	149
	Practice with the Internet	149
	Assignment	150
7	Other Resources and Case Studies in Research	152
	7.1 Seeing where we've been	152
	7.2 Full text reference tools	154
	7.3 ERIC	155
	7.4 Government documents	157
	7.5 Doctoral dissertations	158
	7.6 Bibliographic managers	159
	7.6.1 EndNote Web (http://www.endnoteweb.com/)	159
	7.6.2 RefWorks (http://refworks.com/)	160
	7.6.3 Zotero (http://www.zotero.org/)	160
	7.7 Consulting with friends, mentors and librarians	161
	7.7.1 What are good friends for?	161
	7.7.2 Consulting professors	161
	7.7.3 Encountering librarians	162
	7.8 Case studies in research	162
	7.8.1 "Teenage suicide"	162
	7.8.2 "Lucrezia Borgia"	167
	7.9 For further study	170
	Study guide	170
	Practice with resources introduced in this chapter	170
	Assignment	171
8	Learning How to Read for Research	173
	8.1 Reading for the connoisseur and the glutton	173
	8.1.1 Be ruthless	174
	8.1.2 Get to know the material without reading it all	175
	8.1.3 A final word on analytical reading	180
	8.2 Evaluation of research resources	180
	8.3 Note taking	181
	8.3.1 The determined photo-copier/printer	183
	8.3.2 The notebook/netbook/tablet computer whiz	184

	8.3.3 The value of going all digital	185
	8.3.4 The quoter	185
	8.3.5 The summarizer	186
	8.3.6 The paraphraser (not recommended in most cases)	187
	8.3.7 Which method is best?	188
	8.4 Further notes on note-taking	189
	8.5 A gentle warning about the horrible crime of plagiarism	190
	8.5.1 Why get stressed about plagiarism?	191
	8.5.2 About getting caught	192
	8.5.3 International students and plagiarism	193
	8.6 For further study	194
	Study guide	194
	Practice / Assignment	195
9	Organizing Your Resources to Write your Paper	196
7 10	9.1 Your notes, photocopies and printouts	197
	9.1.1 Organizing your paper-based notes	197
	9.1.2 Options for notes using a computer	198
	9.2 Your bibliography	199
	9.3 Your subject index	200
	9.4 Indexing your notes for larger assignments	203
	9.5 For further study	204
	Study guide	204
	Practice/Assignment	204
10	Tips on Research Writing	205
	10.1 The final outline	205
	10.1.1 Step one: The research question	206
	10.1.2 Step two: Preliminary outline headings	206
	10.1.3 Step three: Organizing the headings	206
	10.2 Some tips on research writing	211
	10.2.1 Introduce your paper well	211
	10.2.2 Be focused at all times	212
	10.2.3 Always describe before you analyze.	213
	10.2.4 Avoid ridicule.	213
	10.2.5 Be logical.	213
	10.2.6 Be explicit.	214
	10.2.7 Aim for clear writing rather than erudition.	215
	10.2.8 Watch out for flawed arguments.	215

10.2.9 Know when to quote and when not to quote	217
10.2.10 Know some basic rules for quotations.	217
10.2.11 Know the uses of footnotes/endnotes/citations.	219
10.2.12 Watch your conclusions.	220
10.2.13 Give your final paper a professional look.	220
10.3 For further study	221
Study guide	221
Practice/Assignment	222
APPENDIX ONE – A Research Paper Clinic: More Tips and	
Troubleshooting for Development of Great Research Papers	223
A1.1 Research questions	223
A1.1.1 Why most research papers miss the target	223
A1.1.2 Getting focused by asking the right question	224
A1.1.3 The question that isn't there	226
A1.1.4 The fuzzy question	227
A1.1.5 The multi-part question	229
A1.1.6 The open-ended question	230
A1.1.7 The question that will not fly	232
A1.1.8 Thesis statements	232
A1.2 Practice with research questions	233
A.2.1 The questions:	233
A.1.2.2 Suggested key for the questions:	233
A1.3 Types of research papers	235
A1.3.1 Descriptive paper	235
A1.3.2 Analytical or investigative paper	236
A1.3.3 Persuasive paper	236
A1.3.4 Literature review	237
A1.4 The outline as a research paper guidance system	238
A1.4.1 Why worry about an outline early in the researc	h
process?	238
A1.4.2 Steps to a good outline	239
A1.4.3 Practice with outlines	242
A1.4.4 Suggested key for practice with outlines	243
A1.5 Building the substance of the essay	246
A1.5.1 Intent and direction	246
A1.5.2 Building the paper	246
A1.5.3 Making proper use of sources	247

A1.5.4 Avoiding theft of other people's work	249
A1.5.5 Practice with essay structure	251
A1.6 Bibliographic style	252
A1.6.1 Style software	253
A1.6.2 Crib sheets	255
A1.7 Conclusion	257
APPENDIX TWO - This Textbook and Information Literacy	
Competency Standards for Higher Education (ACRL)	259
Index	261