

Educational Psychology Library Lab Manual

Educational Psychology Library Lab Manual

*An Introduction to Searching the UofA Library
Sources of Information*

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EDMONTON



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Introduction & Learning Objectives

Welcome to the Library lab manual for Educational Psychology. The manual's purpose is to give you the foundational knowledge necessary to start searching for information in Educational Psychology using the University of Alberta Library's catalog and databases. The manual contains step by step instructions, videos, and examples. The successful completion of the objectives below will depend on answering the exercise questions and reviewing the examples whenever necessary.

Learning Objectives

After completing this tutorial, you will be able to:

- Formulate a research question from a topic
- Locate the full text of journal or book titles at the UofA Library
- Identify references to inform your research question(s)

PART I

CHAPTER 1: FROM TOPIC TO QUESTION

Learning Outcomes

After completing this chapter, you will be able to:

- Develop a research question from a topic

1.1 Finding Research Topic Ideas

The following video on [Finding a research topic idea](#) will demonstrate basic strategies for developing a research topic.



One or more interactive elements has been excluded from this version of the text. You can view them online

here: <https://openeducationalberta.ca/librarylabmanual/?p=5#video-5-1>

- If you need more guidance on defining a research topic, please consult the [SAGE Research Methods Project Planner](#).

1.2 Turning Your Topic into a Question

- Turn your topic into a question that starts with either what, why, or how.

Example question for EDPY:

What is the foreign language proficiency of elementary-aged children with autism in Alberta schools?

- What other questions do you need to answer in order to answer your main question?

Jot your other questions down, e.g.

What inclusion indicators and standards exist for foreign language learning in Alberta schools?

For a more in depth look at research questions, please consult the [SAGE Research Methods Project Planner](#).

1.3 Finding Answers Using Background Information Tools

- Use background information tools, like dictionaries and encyclopedias, to find answers to some of the questions you noted in chapter 1.2 and note the alternative terminology used in discussing a topic.

For example,
What is foreign language proficiency?

- Consult, for example, the EDPY subject guide's [Special Education](#) or [Counselling](#) pages for background information suggestions to explore, like dictionaries, encyclopedias, and other reference titles.

Educational Psychology

Home

Searching APA PsycInfo


Teaching English as a Second Language (TESL)

Special Education


Measurement & Evaluation

Counselling

Dictionaries, Encyclopedias, Handbooks...



Encyclopedia of Special Education: A Reference for the Education of Children, Adolescents, and Adults with Disabilities and Other Exceptional Individuals ⓘ
ISBN: 9781118660584



Handbook of Research on Classroom Diversity and Inclusive Education Practice ⓘ
ISBN: 9781522525202

Databases

Not sure which databases to use? Try these first for special education:

- ERIC (via EBSCOhost) ⓘ ⓘ ⓘ
- PsycINFO ⓘ ⓘ ⓘ ⓘ
- Education Multi-Database Search (ProQuest) ⓘ ⓘ ⓘ ⓘ

- For example, the EDPY Library guide includes **The**

Encyclopedia of Special Education¹ which, in the context of the research question, can provide a better understanding of the concept of foreign language proficiency.

- N.B. Log in using your Ualberta CCID and search the full text of the encyclopedia using the ebook's search box at the top right-hand corner to identify relevant chapters or browse its table of contents.




- The chapter on the [The Cattell-Horn-Carroll Theory of Cognitive Abilities](#) found in the search above uses words like grammatical sensitivity and crystallized intelligence which will help you later in building your searches and using alternate keywords.

Academic or scholarly works often have a bibliography or a list of references and works cited that you may consult for more information at the end of an article or chapter.

The Encyclopedia of Special Education's entry on

1. <https://login.ezproxy.library.ualberta.ca/login?url=https://search.ebscohost.com/login.aspx?direct=true&db=cat03710a&AN=alb.6514012&site=eds-live&scope=site>

“Bilingual Special Education”² is an example of such writing where a list of references can be useful for more information. The  symbol in the image below will highlight such a cited reference.



An interactive H5P element has been excluded from this version of the text. You can view it online here:

<https://openeducationalberta.ca/librarylabmanual/?p=64#h5p-1>

Finding the titles cited in a list of references is a result of what is called a known search. See the next chapter for searching for titles that you know exist.

- Another resource to explore is the **Encyclopedia of Educational Psychology**³ listed on the main EDPY library guide page. There

2. <https://doi-org.login.ezproxy.library.ualberta.ca/10.1002/9781118660584.es0327>
3. <https://login.ezproxy.library.ualberta.ca/>

are a number of other dictionaries, encyclopedias, handbooks, and manuals on a variety of topics that will broaden your perspective of your topic.

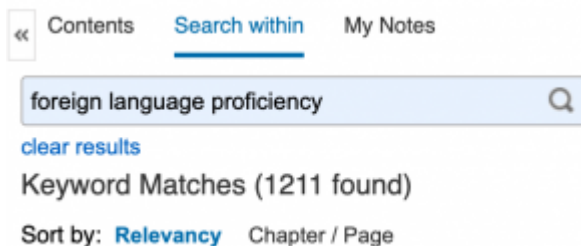


Encyclopedia of Educational Psychology

Authors: Rasmussen, Kirstin
Saklind, Neil J.
Publication Information: Thousand Oaks, Calif : SAGE Publications, Inc. 2008



- To open and search the **Encyclopedia of Educational Psychology**, click on PDF Full Text located on the left side of the screen and click on the **Search within tab** to enter keywords or browse the table of contents by clicking on the Contents tab.



[login?url=https://search.ebscohost.com/login.aspx?direct=true&db=cat03710a&AN=alb.6148927&site=eds-live&scope=site](https://search.ebscohost.com/login.aspx?direct=true&db=cat03710a&AN=alb.6148927&site=eds-live&scope=site)

PART II

CHAPTER 2: SEARCHING FOR KNOWN TITLES

Learning Outcomes

After completing this chapter, you will be able to:

- Search for and find a known title

2.1 Where to Start Searching for Known Titles

- Watch the introductory video on [where to start searching](#) for a general overview of basic library searching strategies. Please note that the initial information on searching the NEOS library consortium catalogue using the library webpage search box is superseded as of May 3rd 2021. The search box still exists, but it searches not only the NEOS library catalogue, but also 300+ article databases using Ebsco Discovery Service (EDS).



One or more interactive elements has been excluded from this version of the text. You can view them online

here: <https://openeducationalberta.ca/librarylabmanual/?p=131#video-131-1>

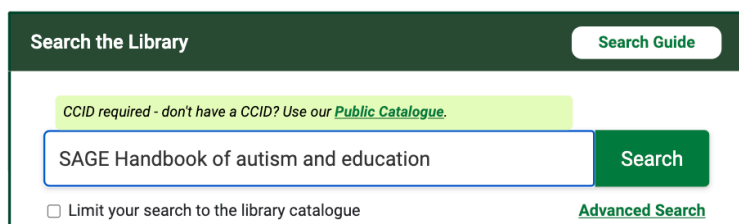
- Use the Search the Library search box on the main page of [the UofA library website](#) to enter book titles or journal titles (ie. words that appear in italics or are underlined in a citation) that you wish to find.
- If you are unsure of how the library catalogue is to be searched, please consult the [Search Tips](#).
- The next chapters will guide you through the process of searching for known titles in the library catalogue.

2.2 Searching the Library Catalog for a Known Title

Your search for a known title will likely start with a reference to a source you wish to find. See the book title below as an example.

Jordan, R., Roberts, J., & Hume, K. A. (2019). *The SAGE Handbook of autism and education*. SAGE.

The title of the source can be entered in [the UofA Library's Search box](#), as shown below, or in quotation marks to search for the words together as a phrase, e.g. "SAGE Handbook of autism and education".




The screenshot shows the 'Search the Library' interface. At the top, there is a dark green header with the text 'Search the Library' and a 'Search Guide' button. Below the header, a yellow banner displays the message: 'CCID required - don't have a CCID? Use our [Public Catalogue](#).' The main search area features a white input box containing the text 'SAGE Handbook of autism and education' and a green 'Search' button. At the bottom left, there is a checkbox labeled 'Limit your search to the library catalogue'. At the bottom right, there is a link for 'Advanced Search'.

The results presented from the UofA's Search the Library consists of a list of records, ie. descriptions of library titles both in print and electronic formats.

If you are accessing Search the Library from off campus, you may see a yellow band (see sample image

below) at the top of your browser window with the words: **“Welcome, Guest. Sign in to your institution for full access to your library’s resources.”** Please go ahead and click on the link and enter your CCID to sign into the library catalogue. Doing so will ensure that you are able to access all of the electronic resources available at the University of Alberta Library.

Welcome, Guest. Sign in to your institution for full access to your library’s resources.

- The book title **The SAGE Handbook of autism and education**, for example, exists only in electronic format and has one corresponding record. Look through [the list of results](#) to find the online title that is available to the University of Alberta. Examine the different parts of a list of records and click on the  symbol to learn about each.



An interactive H5P element has been excluded from this version of the text. You can view it online here:

<https://openeducationalberta.ca/librarylabmanual/?p=68#h5p-4>

- To open the electronic book record, click on the record for the ebook title¹ in the list of results that is accessible to the


1. <https://login.ezproxy.library.ualberta.ca/login?url=https://search.ebscohost.com/>

University of Alberta as indicated by the wording — Copies owned by: University of Alberta Internet.

See the next chapter for a presentation of library records and how to understand the information they present.

login.aspx?direct=true&db=cat03710a&AN=alb.8795801&site=eds-live&scope=site


2.3 Reading a Catalogue Record

The library book record for the electronic book [The SAGE Handbook of Autism and Education](#) shown below presents useful information for accessing the ebook and its bibliographic information. Subject headings are particularly useful for finding other similar titles. Examine the different parts of a record and click on the  symbol to learn about each.



An interactive H5P element has been excluded from this version of the text. You can view it online here:

<https://openeducationalberta.ca/librarylabmanual/?p=76#h5p-2>

The location of the print book [Research-Based Practices in Special Education](#) shown below is indicated in the Where is This? box. The information includes the name of the library that holds that book and where it is located on the shelves. This shelving system is organized by call number order. Print library items can be placed on hold and held for a user to pick up by a certain date. Examine the different parts of a record and click on the  symbol to learn about each.



An interactive H5P element has been excluded from this version of the text. You can view it online here:

[https://openeducationalberta.ca/
librarylabmanual/?p=76#h5p-3](https://openeducationalberta.ca/librarylabmanual/?p=76#h5p-3)

2.4 Book Title Searching Exercise

Question 1:



An interactive H5P element has been excluded from this version of the text. You can view it online here:

<https://openeducationalberta.ca/librarylabmanual/?p=146#h5p-5>

Question 2:



An interactive H5P element has been excluded from this version of the text. You can view it online here:

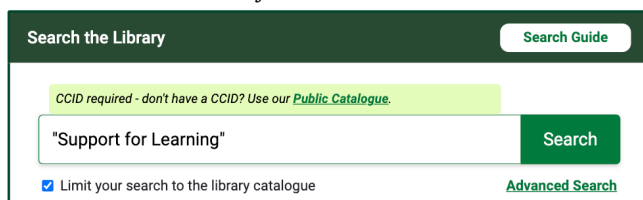
<https://openeducationalberta.ca/librarylabmanual/?p=146#h5p-6>

2.5 Finding Journal Articles and Book Chapter Titles

- The process involved in finding journal article titles is similar to finding book chapters. Both involve searching for the container (ie. journal title or book title) instead of what is contained (ie. the article or the chapter).
- Let's take the following journal article citation example and see how to go about finding access to it.

Wire, V. (2005). Autistic Spectrum Disorders and learning foreign languages. *Support for Learning*, 20(3), 123-128.

1. Search for the journal title or container of the article in the library catalogue, ie. *Support for Learning*, using quotation marks to search words as a phrase. Before clicking on the search button, select the Limit Your Search to the Library Catalogue checkbox located under the search box to limit your search to items located in the library catalogue only, like titles of books and journals.




The screenshot shows a library search interface. At the top, there is a dark green header with the text "Search the Library" and a "Search Guide" button. Below the header, a light green banner displays the message "CCID required - don't have a CCID? Use our [Public Catalogue](#)." The main search area features a text input field containing the phrase "Support for Learning" in quotation marks, followed by a green "Search" button. Below the search field, there is a checkbox labeled "Limit your search to the library catalogue" which is checked. To the right of the checkbox, there is a link for "Advanced Search".

If you are accessing Search the Library from off campus, you may see a yellow band (see sample image below) at the top of your browser window with the words: **“Welcome, Guest. Sign in to your institution for full access to your library’s resources.”** Please go ahead and click on the link and enter your CCID to sign into the library catalogue. Doing so will ensure that you are able to access all of the electronic resources available at the University of Alberta Library.

Welcome, Guest. [Sign in to your institution for full access to your library’s resources.](#)


1. Select the journal title, *Support for Learning*, from [the list of results](#). N.B. The two records with the same title both give access to the online version of the same journal title. Clicking on either will allow you to access the journal in different ways.

Search Results: 1 - 20 of 31,869



Support for learning


1. **Support for learning** [electronic resource]



Periodical

[Harlow, Essex] : Longman, c1986- Language: English, Database: University of Alberta Library

Subjects: Remedial teaching -- Periodicals

 **University of Alberta Access: 1986-** [Retrieve Catalogue Item/Place Hold](#)

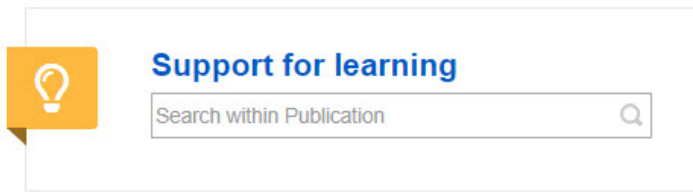
Location

University of Alberta Internet

[Show More \(1\)](#)

2. The first access point to the journal [Support for Learning](#) allows for searching for keywords within the publication itself, e.g. the article title in the example above “Autistic Spectrum Disorders and learning foreign languages”. See the search box

located under the title in the image below.



It is also possible to click on the title to open the record describing the journal. The record describes which years are accessible in full-text by clicking on the link entitled Full-text access. The image below shows that full-text access to the journal is from 1998 to the present with a delay (or embargo period) of one year. The record also indicates that the journal is peer-reviewed.

Support for learning

Full Text:

Full Text Access

[Academic Search Complete](#) 02/01/1998 - present (Full Text Delay: 1 year)
[Academic Search Elite](#) 02/01/1998 - present (Full Text Delay: 1 year)
[Education Research Complete](#) 02/01/1998 - present (Full Text Delay: 1 year)

ISSN: 0268-2141 (print)
1467-9604 (online)

Publisher Information: Wiley-Blackwell

Resource Type: Journal

Subjects: Teaching & Instruction

Description: Examines the practical and theoretical issues surrounding the education of pupils with special educational needs in mainstream schools.

URL: <https://www.wiley.com/en-us>

Frequency: 4

Peer Reviewed: Yes

3. The second access point to the journal [Support for Learning](#) in the list of results provides a different online full-text link than the first. In this case, clicking on University of Alberta Access link would allow access to the journal's issues.

1. [Support for learning.](#)

Harlow, Essex : Longman, 1986- 1 online resource Language: English, Database: University of Alberta Library

Subjects: Remedial teaching -- Periodicals; Education -- Périodiques; Enseignement correctif -- Périodiques; Remedial teaching; Electronic journals; Periodicals

University of Alberta Access

Location	Call No.
University of Alberta - Online Resources	Internet Access

[Show More \(1\)](#)

4. Finding the article referenced above and published in 2005 in the journal *Support for Learning*, involves either of the two

access points above, since both options encompass the year 2005.

1. Option 1 will allow access to the article entitled “Autistic Spectrum Disorders and learning foreign languages” by searching for the title in the keyword search box or by clicking on the Full-text access links in [the journal record](#) (see second image in number 4 above) and browsing through the years and the listed articles.
2. The [second option](#) to access the *Support for Learning* journal title also provides a link to accessing the journal issue for 2005 and the article referenced initially. After clicking on the **University of Alberta Access** link, a GetIt pop-up window will open and list various electronic access points to the journal by publication years covered. In the case of the article citation above, 2005 is the year in which the article was published in the journal. Therefore, any of the databases listed in the GetIt pop-up shown below would cover articles published in 2005.



Source: *Support for Learning* [0268-2141] [Conditions of Use](#)

Get It as Online Full Text

Get full text from » [CRKN Wiley Online Library](#)

Available from 1997 volume: 12 issue:1

Get full text from » [Wiley Online Library Education Backfiles](#)

Available from 1986 volume: 1 issue:1 until 1996 volume: 11 issue:4

Get full text from » [EBSCOhost Academic Search Complete](#)


Available from 1998/02/01

Most recent 1 year(s) not available

Get It from the Catalogue

Get holdings from » [the Classic Library Catalogue](#)

Get It from Another Library

5. Follow the steps in the CRKN Wiley Online Library database image below for locating the full-text of the article. Examine the different steps involved in finding the article full-text, starting with Browse, by clicking on the  symbol.



An interactive H5P element has been excluded from this version of the text. You can view it online

here:

<https://openeducationalberta.ca/librarylabmanual/?p=72#h5p-7>

2.6 Finding Journal Articles & Book Chapters Exercise

The following exercise asks you to locate the full-text of a journal article and a book chapter in a given citation.

Question 1 – Find the full-text of a journal article from the citation below.

Lim, N., O'Reilly, M. F., Sigafoos, J., Ledbetter-Cho, K., & Lancioni, G. E. (2019). Should Heritage Languages Be Incorporated into Interventions for Bilingual Individuals with Neurodevelopmental Disorders? A Systematic Review. *Journal of Autism and Developmental Disorders*, 49(3), 887–912.



An interactive H5P element has been excluded from this version of the text. You can view it online here:

<https://openeducationalberta.ca/library/labmanual/?p=176#h5p-8>

Question 2 – Find the full-text of a book chapter from the citation below.

Green, S. L. & Edwards, K. M. (2014). Speech and Language Impairments. In A. F. Rotatori, J. P. Bakken, S. Burkhardt, F. E. Obiakor, & U. Sharma (Eds.), *Special Education International Perspectives: Biopsychosocial, Cultural, and Disability Aspects* (pp.183-206). *Advances in Special Education* (Volume 27). Emerald Group Publishing.





An interactive H5P element has been excluded from this version of the text. You can view it online here:

<https://openeducationalberta.ca/library/labmanual/?p=176#h5p-9>

Please see the next chapter for an alternate way of finding journal and book full-text.

2.7 Using the GetIt Citation Linker to Find Source Titles

Some databases will provide a GetIt Citation Linker  which, when clicked, will provide various full-text access points in a new window. The image below shows where the GetIt linker in the Ebsco database is located (click on the  symbol for more information).



An interactive H5P element has been excluded from this version of the text. You can view it online here:

<https://openeducationalberta.ca/librarylabmanual/?p=74#h5p-10>

The full Ebsco record of the journal article shown above and [linked here](#) demonstrates that the GetIt linker icon sometimes appears elsewhere in the record (ie. to the left of the bibliographic information).

N.B. not all resources are available in full-text, some may require ordering through [interlibrary loans \(ILL\)](#).

PART III

CHAPTER 3: TOPIC SEARCHING

Learning Outcomes

After completing this chapter, you will be able to:

- Organize a search strategy using concepts and keywords
- Combine concepts and keywords using Boolean logic
- Choose an appropriate database to search
- Search ERIC using an EBSCO platform and PsycInfo using OVID

3.1 Choosing the Right Tool for the Search Job

Your research question(s) will determine the kind of search tools you will need to use in order to answer it. The types of sources you wish or need to consult will also help choose the search tool.

Sample Research Question:

What is the foreign language proficiency of elementary-aged children with autism in Alberta schools?

1. Start your search with the [University of Alberta Library's Advanced Search](#), which uses the Ebsco Discovery Service (EDS) database to search library catalog holdings, as well as many information sources from 300+ databases, including ERIC, Education Research Complete, APA PsycArticles, APA PsycExtra, etc.

The link to the library's Advanced Search is located under the search box on [the main library webpage](#), as shown in the image below.

Search the Library [Search Tips](#)

CCID required - don't have a CCID? Use our [Guest Catalogue](#).

Search books, articles, and more [Search](#)

☐ Catalogue Only [Advanced Search](#)

2. The EDS advanced search allows you to combine, using boolean logic, multiple concepts and a number of keywords, which you can limit to specific search fields if need be.

Searching: [Library Catalogue, Articles, and EBSCO ebooks](#)

[Select a Field \(optional\)](#) [Search](#)

AND [Select a Field \(optional\)](#) [Create Alert](#)

AND [Select a Field \(optional\)](#) [Clear](#) [?](#)

[+](#) [-](#)

3. If a database is particularly relevant to your research, even if it is covered by EDS, it is advisable to search the individual database in order to benefit from all of its searching capabilities. To access an individual database, there are two options
 1. Search for the database title (e.g. ERIC) using the [Find Databases tool](#) located on the main page of the library website under the search box. Type in the title of the database in the new search box for finding databases, see below.

Databases

Use our [A to Z database list](#) to browse or to search by a **specific subject, format, or language**.

*Please note that due to its size the A to Z list is slow to load

Or use the search box below to find databases.


ERIC	Search
------	--------

Need more help finding or using a database?

[Ask Us!](#)

Looking for **subject resources**?

Use our [Subject Guides](#) or [book a consultation with a Subject Librarian](#).

2. The other option is to find a database listed in a relevant [subject guide](#) or in [the subject area's list of databases](#). The listing of [subject guides](#) on the library website provides filtered lists of the subject area databases as well as links to the subject guides themselves. See below for an image of Education guides and databases (click on the  symbol in the image for more information).



An interactive H5P element has been excluded from this version of the text. You can view it online here:

<https://openeducationalberta.ca/librarylabmanual/?p=87#h5p-25>

4. The video below will explain where to start searching for information at the University of Alberta Library.



One or more interactive elements has been excluded from this version of the text. You can view them online here: <https://openeducationalberta.ca/librarylabmanual/?p=87#video-87-1>

5. This next video helps understand the various kinds of databases that exist at the University of Alberta Library.



One or more interactive elements has been excluded from this version of the text. You can view them online here: <https://openeducationalberta.ca/librarylabmanual/?p=87#video-87-2>

Please see the next chapter to begin determining which concepts you will use to search for information.

3.1.1 Choosing the Right Tool Exercise

Use the following research question to answer the two questions below.

What is the foreign language proficiency of elementary-aged children with autism in Alberta schools?

Question 1: Which of the following subject guides are relevant in answering the research question above? Hint: the information symbol



beside each answer provides supplementary information on the guides' contents.



An interactive H5P element has been excluded from this version of the text. You can view it online here:

<https://openeducationalberta.ca/librarylabmanual/?p=296#h5p-16>

Question 2: In the image below, click on the relevant library guides useful to answer the question above.

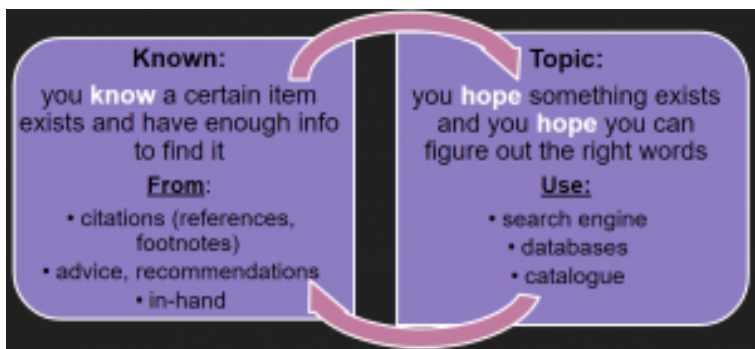


An interactive H5P element has been excluded from this version of the text. You can view it online here:

<https://openeducationalberta.ca/librarylabmanual/?p=296#h5p-18>

3.2 Combining Concepts for Topic Searching

As you try to find information for your assignment, it is likely that you will alternate between known topic or author searching and topic searching.



- The video tutorial on [how to put a search together within a database](https://openeducationalberta.ca/librarylabmanual/?p=80#video-80-1) will help you understand various strategies for developing a topic search.



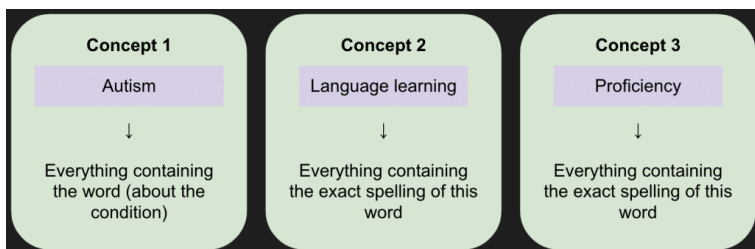
One or more interactive elements has been excluded from this version of the text. You can view them online

here: <https://openeducationalberta.ca/librarylabmanual/?p=80#video-80-1>

- Divide your research question into at least two concepts.
- For the question **What is the foreign language proficiency of**

elementary-aged children with autism in Alberta schools?

there could be autism as Concept 1 and language learning as Concept 2 and proficiency as Concept 3.



N.B. The more concepts you add to your search the more precise it will be, but the less results you will retrieve. Therefore, if you have more than two concepts and too few results, try changing one or more of the concepts and/or removing a concept to increase the breadth of your search.

Please see the next chapter to begin thinking about the keywords and synonyms that describe each concept.

3.3 Using Variant Terms to Describe your Topical Concepts

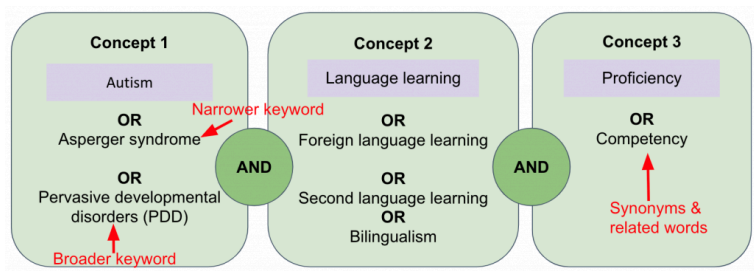
Now that you have determined which concepts you will be using to search for information, it is time to begin listing keywords and synonyms that describe each concept. This strategy will help you improve and increase your search results. The video below will give you an overview of this technique.



One or more interactive elements has been excluded from this version of the text. You can view them online

here: <https://openeducationalberta.ca/librarylabmanual/?p=82#video-82-1>

The three concepts used in the preceding chapter will now serve as an example in identifying their corresponding keywords and synonyms.



The keywords and subject headings you discover when reading and searching for information in the library catalog and other databases will help build the variant terms to describe the concepts. It is important to keep track of them. In chapter 2.3, the image of a catalog record for the [The SAGE Handbook of Autism and Education](#) is given and subject headings are highlighted at the middle of the record. Note the subject heading autistic children, which is relevant to the autism concept and could be added to the concept's list of variant terms.




An interactive H5P element has been excluded from this version of the text. You can view it online here:

<https://openeducationalberta.ca/librarylabmanual/?p=82#h5p-2>

Please see the next chapter for implementing concepts and their variant terms in the context of a database search.

3.4 Advanced Searching of the Library Catalog

Chapter 3.1 recommended searching [the library catalog's advanced search](#), in order to find an entire book or standalone resource on a topic, e.g. autism. The following two images will show how the same search can be constructed in different ways based on the research question concepts and keywords. The  symbol in the images below will provide information about the search. By clicking on the title Advanced Catalog Search 1 or 2 below, the search will be performed in the library catalog and the list of results will open in a new window.

[Advanced Catalog Search 1](#)



An interactive H5P element has been excluded from this version of the text. You can view it online here:

[https://openeducationalberta.ca/
librarylabmanual/?p=216#h5p-11](https://openeducationalberta.ca/librarylabmanual/?p=216#h5p-11)

Advanced Catalog Search 2



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<https://openeducationalberta.ca/librarylabmanual/?p=216#h5p-12>

Exercises

1. Replicate one of the searches above and change the fields searched to see the impact the change has on search results. For example, in **Advanced Catalog Search 1**, the first concept terms **Acquisition OR Learning** are searched broadly within Select a Field. What happens to the search results if you change Select a Field to SU Subject Terms?
2. Add a concept for competency OR proficiency to the second advanced search. Hint: remember to use truncation symbols strategically to increase results.
3. (Optional) An Advanced Search technique to create a very precise and controlled search strategy is to use [proximity operators](#). Replace the 3rd concept in Advanced Catalog Search 1 such that the term **Second**

appears within 2 words of the term **Language**. Hint: you will need to use a Near proximity operator abbreviated to N#, e.g. N5 means two terms appear within 5 words of each other.

Library Catalog Search Tips:

- Use **quotation** marks to search as a **phrase**.
- Use ***** to truncate or shorten a search term to include all variant forms of the term. Use Truncation when there are multiple spellings and various endings of search terms.
- Use “OR”, “AND”, and “NOT” (uppercase, no quotation marks) to create **Boolean** logic within a field. You can use parentheses in your complex expressions.
 - Please [watch the following video](#) for information about combining search terms and using Boolean operators in an Ebsco database.
 - For more information about using Boolean operators, please [watch this other video](#).
- For more tips in searching the library catalog, please see the following [tip sheet](#).

The next chapter will present a similar search using the same research question concepts in an article database.

3.5 Learning to Search the ERIC (Ebsco) Database

The [ERIC database](#) using the EBSCO platform focuses on a wide range of educational topics and contains references to journal articles, book chapters, reports, and other information source formats. The following examples will be based on the concepts and research question given in chapter 3.3.

What is the foreign language proficiency of elementary-aged children with autism in Alberta schools?

1. Take each concept and divide them into separate search boxes using OR Boolean operators between each concept keyword ([open the search example](#)).

The screenshot shows the EBSCOhost search interface. At the top, there are navigation links: "New Search", "Thesaurus", "Citation Matcher", and "Indexes". Below this, the EBSCOhost logo is on the left, and the text "Searching: ERIC | Choose Databases" is in the center. The search query is entered in three separate boxes, each followed by a "Select a Field (optional)" dropdown menu. The first box contains "autis* OR pervasive developmental disorder* OR F", the second contains "foreign language* OR second language*", and the third contains "proficien* OR competenc*". The boxes are connected by "AND" operators. To the right of the third box is a "Search" button. Below the search boxes, there are links for "Basic Search", "Advanced Search", and "Search History".

2. First search each concept across all fields using the **Select a Field** option from the drop-down menu to the right of each concept.

Note the use of the * **truncation symbol** at the

end of some of the search terms. A truncation symbol accounts for multiple endings of a word and is usually placed at the point where the spelling of the word may change.

3. Examine some of the results to see if your search is providing expected results. The record below shows in bold which search terms appear in the record.

4. An Exploratory Longitudinal Study of Social and **Language** Outcomes in Children with **Autism** in Bilingual Home Environments

By: Zhou, Vanessa; Munson, Jeffrey A.; Greenson, Jessica. **Autism: The International Journal of Research and Practice**, v23 n2 p394-404 Feb 2019. (EJ1206269)

Subjects: Bilingualism; Early Intervention; **Autism**; **Pervasive Developmental Disorders**; Case Studies; Longitudinal Studies; Interpersonal **Competence**; Correlation; Family Environment; **Language** Skills; Infants; Toddlers; Nonverbal Communication; Nonverbal Ability; Monolingualism; Comparative Analysis; Social Development; **Second Language** Learning; **Language** Acquisition; **Language** Usage; Adjustment (to Environment); Behavior Rating Scales; Children; Cognitive Ability; Young Children; Motor Development; Measures (Individuals); Family Characteristics; Parent Attitudes; Vineland Adaptive Behavior Scales; Mullen Scales of Early Learning; MacArthur Communicative Development Inventory

Get it @ UAlberta PlumX Metrics

4. Special attention can be given to the list of subjects. Relevant subjects not in bold can be added to your search to revise and improve it.

Searching: [ERIC](#) | [Choose Databases](#)

autis* OR pervasive developmental disorder* OR F	Select a Field (optional) ▾	Search	
AND ▾ bilingual* OR foreign language* OR second	Select a Field (optional) ▾		Clear ?
AND ▾ proficient* OR competenc*	Select a Field (optional) ▾		

Basic Search Advanced Search Search History ▶

5. Note also in the subjects listed in the sample record above that an age concept appears, which can be added to your search as a fourth concept.

Searching: [ERIC](#) | [Choose Databases](#)

autis* OR pervasive developmental disorder* OR F	Select a Field (optional) ▾	Search	
AND ▾ bilingual* OR foreign language* OR second	Select a Field (optional) ▾		Clear ?
AND ▾ proficient* OR competenc*	Select a Field (optional) ▾		
AND ▾ child* OR youth OR adolescen*	Select a Field (optional) ▾		

Basic Search Advanced Search Search History ▶

6. To limit your search results it is possible to change which fields are being searched. For example, try limiting one concept at a time to a subject field search. Subjects in ERIC are also called **descriptors**.

Searching: ERIC | Choose Databases


autis* OR pervasive developmental disorder* OR PDD **SU Descriptors** Search

AND ▾ bilingual* OR foreign language* OR secon Select a Field (optional) ▾ Clear ?

AND ▾ proficien* OR competenc* Select a Field (optional) ▾

AND ▾ child* OR youth OR adolescen* Select a Field (optional) ▾ + -

Basic Search Advanced Search Search History ▶

7. Use the Thesaurus link at the top of the screen to consult which subjects/descriptors to use in ERIC. For example, the term “foreign language learning” is not a subject/descriptor in ERIC, instead the Thesaurus recommends using “second language learning.” Click on the  symbol in the image below to learn about searching the Thesaurus.



An interactive H5P element has been excluded from this version of the text. You can view it online here:

<https://openeducationalberta.ca/library/labmanual/?p=84#h5p-13>

8. To further limit your search you can use the Refine Results options located on the left-hand side of the database screen. Choose to limit your search by publication dates and source types (e.g. academic journals, books, etc.).

Limit To

☐ Scholarly (Peer Reviewed)
Journals

☐ IES Funded

1978

Publication
Date

2020



[Show More](#)

Source Types

☒ All Results

☐ Reports (22)

☐ Academic Journals (19)

☐ ERIC Documents (15)

☐ Dissertations (6)

☐ Books (3)

9. To expand your search, a few options are available:
 1. remove one or more concepts from your search,
 2. add more keywords describing a concept, and/or
 3. search keywords within the full-text sources included in

ERIC, ie. change the field to **TX All text** in the drop-down menu next to each search box.


For a general overview of searching ERIC (EBSCO), see [the following video](#).

Please see the next chapter to learn the basics of searching PsycInfo.

3.6 Searching PsycInfo (OVID)

[PsycInfo](#) covers international scholarly literature in psychology, including educational psychology. Access the PsycInfo database from the [Educational Psychology subject guide](#) or from [the list of UofA Education databases](#). OVID is the vendor platform on which the PsycInfo database is available.

PsycInfo Search Tips


- **Advanced Search:** Enter each concept and/or keyword one at a time in Advanced Search and select the relevant subject headings listed as a result. Click on the  symbol in the image below to learn about the various steps involved.



An interactive H5P element has been excluded from this version of the text. You can view it online here:

<https://openeducationalberta.ca/library/labmanual/?p=252#h5p-14>

- **Subject Heading Mapping:** Once you've chosen one or

more subject headings, choose continue & repeat the process with your second keyword. Click on the  symbol in the image below to learn about the subject mapping feature.



An interactive H5P element has been excluded from this version of the text. You can view it online here:

<https://openeducationalberta.ca/librarylabmanual/?p=252#h5p-15>

Search History: At the top of the screen, look through the list of searches performed. If the first searches are no longer visible, click on the Expand button located to the right of the list.

1. Combine your searches with AND/OR :
 1. Combine keywords relating to the same concept with ORs,
 2. Repeat for each concept,
 3. Combine the concepts with an AND
 4. See the video below for a demonstration of the steps above



One or more interactive elements has been excluded from this version of the text. You can view them online here: <https://openeducationalberta.ca/librarylabmanual/?p=252#video-252-1>

Results are visible below the search box, or click on Display Results in the list of combined searches.

The [EdPY subject guide](#) provides more information on searching PsycInfo.

Watch the [APA PsycInfo tutorial](#) for more in-depth information on using this database.

Please try the following chapter exercise to practice what you have learned so far.

3.7 Database Searching Exercises

Exercise Research Question:

How prevalent is secondary traumatic stress among high school teachers in Canada?

Question 1: Which major concepts are present in the research question above?



An interactive H5P element has been excluded from this version of the text. You can view it online here:

<https://openeducationalberta.ca/librarylabmanual/?p=303#h5p-20>

Question 2: Consult PsycInfo to find the subject heading or descriptor used to describe secondary traumatic stress.



An interactive H5P element has been excluded from this version of the text. You can view it online here:

<https://openeducationalberta.ca/librarylabmanual/?p=303#h5p-21>

Question 3: In the following exercise, drag and drop in the search boxes the relevant keywords in the order in which they appear as

concepts in the research question.



An interactive H5P element has been excluded from this version of the text. You can view it online here:

<https://openeducationalberta.ca/librarylabmanual/?p=303#h5p-19>

The next set of chapters focus on evaluating, citing, and managing information.

PART IV

CHAPTER 4: EVALUATING, CITING, AND MANAGING YOUR SOURCES

Learning Outcomes

After completing this chapter, you will be able to:

- Evaluate sources of information for their reliability, authority, and accuracy
- Find resources to help you cite in APA style
- Devise a strategy for managing your sources of information

4.1 Evaluating Sources

The following [video tutorial on evaluating information](#) will go through the questions to ask to determine the reliability of the sources you find. There are other methods to evaluate the information you find. The [Educational Psychology library guide](#) has a few resources that may help you evaluate sources more effectively.



One or more interactive elements has been excluded from this version of the text. You can view them online

here: <https://openeducationalberta.ca/librarylabmanual/?p=89#video-89-1>

Determining whether a journal is popular or scholarly is one possibility in limiting your search to more reliable sources. The [video on popular and scholarly sources](#) provides a good overview of the characteristics of both types of sources and suggests tools for knowing whether a journal is academic or popular, peer-reviewed/refereed or not.



One or more interactive elements has been excluded from this version of the text. You can view them online

here: <https://openeducationalberta.ca/librarylabmanual/?p=89#video-89-2>

[Ulrich's database](#) mentioned in the preceding video tutorial has descriptive information about most journal titles and will tell you

whether a journal is peer-reviewed/refereed. Ulrich's is accessible by searching the [UofA Library's list of databases](#).

Assessing a source's research methodology is also a good strategy. In the sample PsycInfo record below taken from a peer-reviewed journal, one can see that the article is an empirical study using quantitative methods in a child population located in Canada. Information about the tests and measures used is also available.

PsycInfo Record Methodology Information

Ouellette-Kuntz, Helene, Coe, Helen, Lam, Miu, Breitenbach, Marlene M, Hennessey, Paula E, Jackman, Paulette D, et al. (2014). The changing prevalence of autism in three regions of Canada. *Journal of Autism and Developmental Disorders*, 44, 120-136. <https://doi.org/10.1007/s10803-013-1856-1>

Population Group:	Human; Male; Female. Childhood (birth-12 yrs); Preschool Age (2-5 yrs); School Age (6-12 yrs); Adolescence (13-17 yrs)
Location:	Canada
Methodology:	Empirical Study ; Quantitative Study
Tests & Measures:	Autism Diagnostic Interview-Revised Autism Diagnostic Observation Schedule--Generic

To learn more about research methodologies, please consult the [SAGE Research Methods database](#).

Please see the next chapter to learn about how to cite sources in APA style.

4.2 Citing Sources

- Use [the UofA's library citation guide](#) to find resources that will help you cite your sources
 - Use the [APA QuickGuide](#) linked from the [APA citation style page](#) for examples of various sources cited in the APA citation style
 - The [APA Style Citation Tutorial](#) will help you learn the basics of citing in APA format

Did you know that citation styles can and should be adapted appropriately when citing Indigenous Knowledge? The links below will outline how to proceed.

- [Indigenous Citation Styles](#)
 - [Citing Indigenous Elders and Knowledge Keepers](#)
 - [More Than Personal Communication: Templates for Citing Indigenous Elders and Knowledge Keepers](#)

- Please note that the “cite tool” available in various databases for producing a citation is not always accurate. It may be a good starting point, but the database’s version of the citation needs to be checked for accuracy.
- A bibliographic management tool (e.g. Zotero, RefWorks, Endnote) can help you cite your sources and, as explained in the next section, manage them effectively.

4.3 Managing Sources

As you search across databases, it is important to keep track of the search terms you use and where you have searched. Keeping a search diary (e.g. in a Google doc) will help you remember what you have searched where and when. Also remember to note where you have saved the relevant references that have resulted from the searches (e.g. Zotero, Endnote).

Saving the complete bibliographic information of the relevant references that result from your searches is crucial to your research. Bibliographic managers, like [Zotero](#), will help you manage your sources and keep them safe. It is good practice to save your references in multiple locations. A [reference management guide](#) has been developed to get you started in managing your references. If you plan on performing [a systematic review](#), please consider [Covidence](#) for managing your references.

The chapter exercise below will help you review what you have learned so far.

4.4 Chapter Exercise

Citation for exercise questions:

Krop, J. (2013). Caring without tiring: Dealing with compassion fatigue burnout in teaching. *Education Canada*, 53(2), 42.

Question 1: Use the Ulrich's database to determine what type of journal published the article described above.



An interactive H5P element has been excluded from this version of the text. You can view it online here:

<https://openeducationalberta.ca/librarylabmanual/?p=310#h5p-22>

Questions 2: To cite this article properly, you will need to know whether it is available electronically or in print. Please search the library catalogue for the journal title and determine whether the article is available online or in print. See section 2.5 of this lab manual for a review in searching for journal titles.



An interactive H5P element has been excluded from this version of the text. You can view it online here:

<https://openeducationalberta.ca/librarylabmanual/?p=310#h5p-23>

Question 3: In the reference above, which APA elements, if any, are missing?



An interactive H5P element has been excluded from this version of the text. You can view it online here:

<https://openeducationalberta.ca/librarylabmanual/?p=310#h5p-24>

4.5 Further Considerations

Question two in chapter 4.4 asked you to determine whether the article in the exercise (see below) was available in print or online. Here are a few search considerations in making this determination.

Citation for exercise questions:

Krop, J. (2013). Caring without tiring: Dealing with compassion fatigue burnout in teaching. *Education Canada*, 53(2), 42.

1. Search the [Library Catalog's Advanced Search](#) interface, also called Ebsco Discovery Service (EDS). If you search the journal title from the basic Search the Library box on the Library's homepage, there will be too many irrelevant search results.
2. The journal title *Education Canada*, in which this article was published, is not very specific; therefore, a search for the phrase "Education Canada" will retrieve more than 10 000 results, even if you limit the search to the SO Journal Title/Source field. It is recommended to combine the journal title search with words from the article title. See [example below](#).

Searching: [Library Catalogue](#), [Articles](#), and [EBSCO ebooks](#)

<input type="text" value="education canada"/>		SO Journal Title/Source ▾	<input type="button" value="Search"/>
AND ▾	<input type="text" value="caring without tiring"/>	Select a Field (optional) ▾	Create Alert
AND ▾	<input type="text"/>	Select a Field (optional) ▾	Clear ?

⊕ ⊖

3. The search above will help in finding the following [catalog record](#).

4. Click on the GetIt button. A pop-up window will open and provide a list of locations where the article is available either electronically or in print.



**UNIVERSITY OF ALBERTA
LIBRARIES**

Author: Krop , Krop

Title: Caring without tiring: dealing with compassion fatigue burnout in teaching.

Source: *Education Canada* [0013-1253] yr:2013 vol:53 iss:2 pg:42-42 [Conditions of Use](#)

Get It as Online Full Text

Online full text is not available for this item.

Get It from the Catalogue

Get holdings from » [the Classic Library Catalogue](#)

Get It from Another Library

Please use the full text or catalogue links.

5. The GetIt pop-up window image above indicates after the article bibliographic information that online full-text is not available; however, a link is provided for obtaining the article from the Classic Library Catalogue. The latter is an indication that the article is available in print from a NEOS library. Click on the Classic Library Catalogue for more information about the journal *Education Canada* in print.
6. The Classic Library Catalogue will open with availability information about the journal *Education Canada*. See image below.

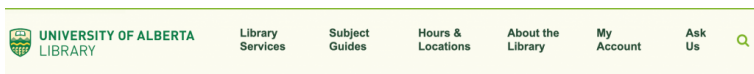
Search Results

words or phrase "0013-1253(022)" search found 2 titles.

#1	Education Canada [electronic resource]
Details	<input type="checkbox"/> Mark
[Toronto] : Canadian Education Association. 2 copies available at Red Deer College and Grande Prairie Regional College - Internet	
#2	Education Canada
Details	<input type="checkbox"/> Mark
[Toronto] : Canadian Education Association. 133 copies available at Keyano College, University of Alberta Augustana, Burman University, King's University, Red Deer College, University of Alberta Research Collections Resource Facility, and University of Alberta Rutherford-Humanities & Social Science	

7. The two catalogue records shown above indicate that the *Education Canada* journal is available electronically from Grande Prairie Regional College (record #1) and in print from many other NEOS libraries including the University of Alberta Library (record #2). Click on [the journal title from the second record](#) to open the holdings information. Scroll down until you see the University of Alberta libraries listed together with their holdings information, e.g. UAAUG (Augustana), UAHSS (Rutherford), UARCRF. In the case of the article referenced above, which library has volume 53 published in 2013?
8. The detailed holdings list indicates that the University of Alberta's RCRF library has volume 53 (2013). To access the relevant journal issue it is necessary to place a hold and have the item sent to the NEOS library of your choice for pick-up. Click on the Place Hold button located at the top right hand corner of the record. Fill out the form and select the relevant journal volume and issue numbers and year, e.g. **v.53: no.2 2013 (University of Alberta Research Collections Resource Facility)**.
9. To complete the hold request, click on the Place Hold button under the form.

AskUs



If you have any questions about finding, evaluating, and citing information, please talk to staff by chat or email using the [UofA Library's AskUs service](#), linked on the right-hand side of the banner as shown above.

If you would like to contact [subject librarians](#), please find them listed by subject area.

Glossary

Catalog (catalogue)

A catalog or library catalog is a database of all of the information resources available on a library's physical or virtual shelves. It gives access to the resources' bibliographic information (e.g. titles, authors), as well as the subject headings that were assigned to them and their locations.

Citation

A cited passage or quotation.

Concept

A major topic included in a research question.

Database

A collection of data (e.g. article or book titles, full-text) searchable and available electronically

Ebook

Electronic book

Ebsco

EBSCO is a provider of research databases, e-journals, magazine subscriptions, e-books and discovery service to libraries of all kinds.

EDS

Stands for Ebsco Discovery Service, which is a database that searches the contents of the Library Catalogue, ~300 Article

databases, and the Education & Research Archive (ERA). See the [search tips page](#) for more information.

ERIC

ERIC contains records and links to hundreds of thousands of full-text documents. It includes records for a variety of source types, including journal articles, books, conference papers, curriculum guides, dissertations and policy papers. Further, researchers can limit search results by education level such as Early Childhood Education as well as on the intended audience such as Counselors or Teachers.

Full-text

The complete text of a book or article

Hold

A term used to describe the process of requesting that a library item be sent or returned to a library branch and held for a specific person for a short period of time.

Journal

A periodically published set of articles that may take the form of an academic periodical, magazine, or newspaper.

Keyword

A term used to describe a source of information, e.g. words in a title, names of authors, subject headings, place of publication, etc.

NEOS

NEOS is an Alberta consortium of academic, government, and health libraries collaborating to serve their clients. NEOS libraries share a catalogue and integrated library system, and

work together on learning initiatives, document delivery and a range of core library activities.

Ovid

A Wolters Kluwer provider of research databases focusing on areas like health, behavioural sciences, etc.

Primary Source

Information that is a result of first-hand experience or original research.

PsycInfo

Also known as APA PsycInfo. It covers the international literature in psychology. Topics include: applied psychology, communication systems, developmental psychology, education psychology, experimental psychology, personality, physical and psychological disorders, physiological psychology, psychometrics, social psychology and sports psychology. Formats covered by this database are: journal articles, book chapters, dissertations and technical reports.

Record

A bibliographical description of a published work in a library catalogue or database.

Reference or Cited reference

A cited work listed and systematically described in a list of references.

Reference Title

A publication that can be considered a tertiary source, e.g. dictionaries, handbooks, encyclopedias

Secondary Source

Information that is derived from primary sources or original research, e.g. second hand information.

Subject guide

An online library help manual

Subject Heading

A standardized term or controlled vocabulary describing the topic of a library resource and assigned by a cataloguing librarian. It appears in a resource's library or bibliographic record.

Tertiary Source

Information that derives from primary and secondary sources, like dictionaries, encyclopedias, etc.