

NAME: _____

Research Skills Resources

Evaluating Sources

Accuracy: Correctness, exactness. Check the facts.

Authority: A source of expert information or advice. Check the publisher.

Currency: In the present time. Check the date of last revision.

Objectivity: Not influenced by feelings or prejudices. Check the language and tone.

Research Notes

Web Page Resources Research Notes

Title of Web Page: (Title of the specific page) <i>SCIENCE WORLD CURRENT SCIENCE</i>	Author: <i>JENNIFER ABBASI</i>
Title of Web Site: (Ex: PBS or National Institute of Health) <i>SCHOLASTIC</i>	Date Published or Revised: <i>1/26/15</i>
Publisher/Organization: <i>SCHOLASTIC</i>	Date Used: <i>2/2/15</i>
URL: <i>HTTP://SCIENCEWORLD.SCHOLASTIC.COM/BIOLOGY-NEWS</i>	

Notes:

LESLIE LYONS (GENETICIST @ UNIVERSITY OF MISSOURI) IS SEQUENCING THE GENOMES OF 99 CATS. FURTHER RESEARCH INTO DISEASES THAT AFFECT CATS & HUMANS.

Book and Magazine Resources

Research Notes

(HINT: IF USING KVL - CLICK "CITATION.")

Title: <i>FOOD FIGHT!</i>	Author: <i>AMY BARTH</i>
Publishing Company: <i>SCHOLASTIC INC.</i> <i>MAGAZINE: SCIENCE WORLD</i>	Place of Publication: (City, State) <i>NEW YORK, NY</i>
Copyright Date: <i>(BOOKS)</i> <i>MAGAZINE: 4/14/14, VOL 70, ISSUE 11</i>	Pages Used: <i>12-13</i>

Notes:

*ABOUT THE CAMPAIGN
OF MAJOR U.S. CITIES TO PRODUCE
ENVIRONMENTALLY-FRIENDLY
SCHOOL LUNCHES. CITIES REPLACING
STYROFOAM LUNCH TRAYS, BUYING ORGANIC,
SALAD BARS, LOW-FAT MILK*

Strategic Searching

Use the following searching strategies to conduct an effective and efficient online search.

1 Use multiple, specific, descriptive keywords for narrower results.

Example:

Searching for *concerts* will lead to a variety of musical events, ticket purchasing opportunities, and tour dates. Searching for *underground hip-hop shows Bay Area* will lead to narrower, location-based results.

2 If at first you don't succeed, try synonyms.

If you've tried searching for *rare cats* but haven't found what you are looking for, try searching for *exotic cats*, *rare felines*, or *exotic felines*.

3 Place quotation marks around specific words or specific phrases you're looking for.

If you want information on the president's residence, search on "*White House*" rather than *white house*.

4 Add a minus sign before a word to show that you don't want that one included.

If you are searching for mullet but you want the fish and not the hairstyle, you would enter: *mullet -hair*.

5 Look for two words at once by placing OR between them.

If you want information on Cornell but you're not sure whether it's a college or a university, search on *Cornell College OR University*. (Note: the OR has to be capitalized!)

Search for and pay attention to URL domain types.

.com = company

.gov = government website

.edu = educational institution

.org = organization

If you are searching for parks and you include .gov as a keyword, you should receive government websites in your results. If you are searching for parks and you include .com as a keyword, you should receive results that are companies related to parks.

Specify the format of the information you're looking for.

Many search engines will allow you to search exclusively for images, videos, news, blogs, or even scholarly articles. Different types of information will help you in different ways.

If you search for *military service*, the following information will tell you different things:

- **Blogs:** People's opinions about military service.
- **Video:** Videos related to military service. Some might be made by anyone, while others might be created by news outlets, organizations, or the government.
- **News:** The latest news articles and stories related to military service.

8 Use advanced search options on a search engine.

You can often specify dates, exact words you're looking for, or even languages you want in your results in search engines such as Google, Yahoo!, or Bing.

9 Once you have your search results, use them!

Searches enable you to access the huge store of information on the Web, so take some time to see what's out there! Don't just look at the first results, and don't rely only on familiar sources like Wikipedia or About.com.

KY VIRTUAL LIBRARY

Search the Web site:

[About](#) [Help](#) [Contact](#)

kyvl resources for students for educators for librarians kentucky resources

quick links

- Log in from home
- How to use KYVL
- Promote KYVL
- Find a Database

research help

- How to Do Research
- How to Use KYVL
- Find a local library
- Help Center



resources for everyone

Search KYVL for:

Connect directly to:

EBSCO HOST	Academic Search Premier	CINAHL Available via ProQuest
Student Research Center	Novelist	Kids Search Available via EBSCO
Grolier Online	ProQuest	WorldCat

Not sure where to start?
Choose our Find a Database tool to see descriptions of all the KYVL databases.

EBSCO databases contain thousands of magazine and journal titles, as well as reference books and images. Choose this button to access all KYVL's EBSCO databases.

Student Research Center gives you access to the most popular EBSCO resources for High School Students, in an interface that's easy to use. Search for articles, images and even TV news transcripts.

Grolier Online lets you access FOUR encyclopedias. Every article links to citation information, web resources and full-text articles related to the topic. You can also access an interactive Atlas, Dictionary, Timeline and over 600 current news publications in 30 languages via World Newspapers.

Novelist is an electronic readers' advisory resource that assists fiction readers in finding new authors and titles. You can search by title, by author or simply by describing pertinent plot details.

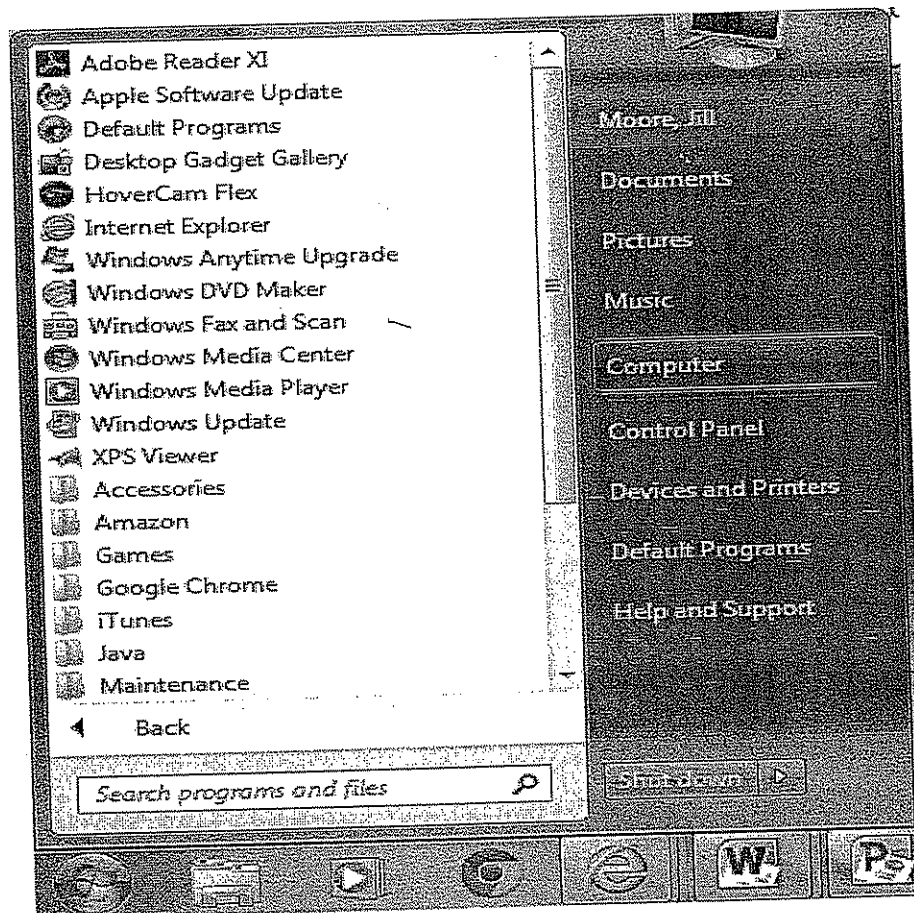
Kids Search helps elementary and middle school students search EBSCO resources - in an interface especially for them. Search for articles, images and even TV news transcripts.

Creating a New Folder on H: Drive

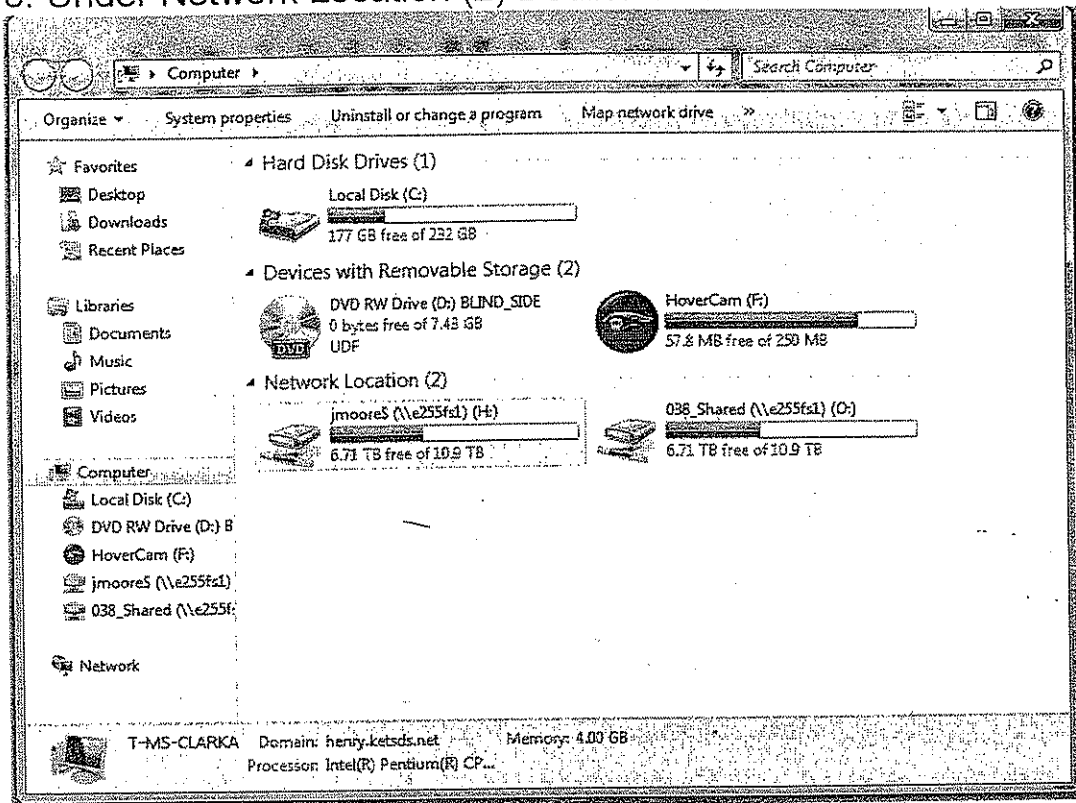
1. Click Start button



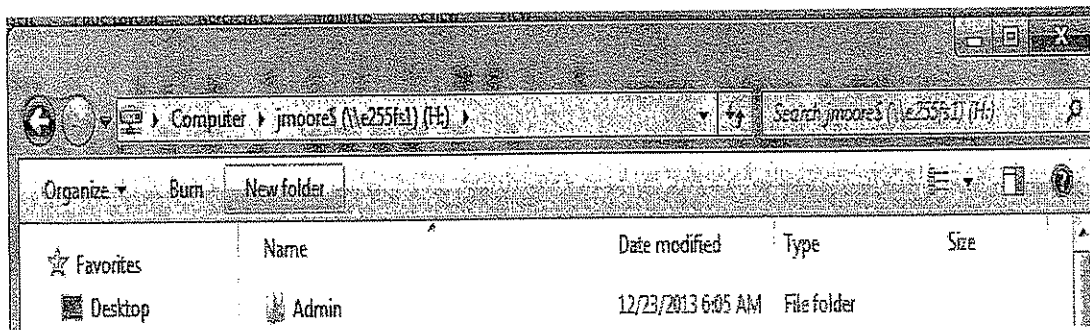
2. Click Computer.



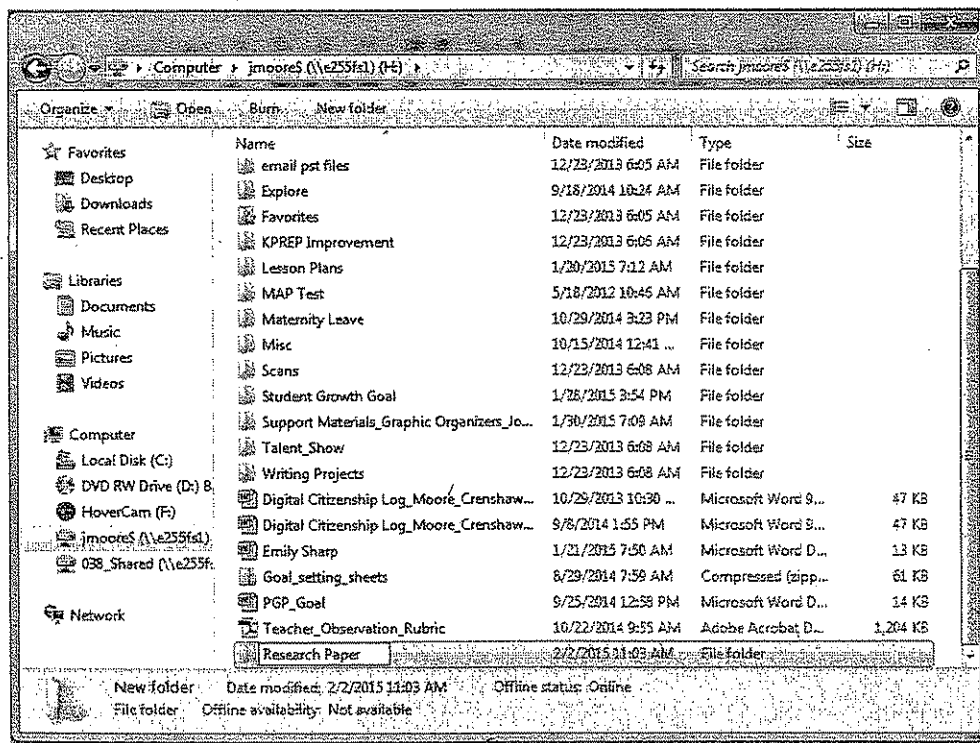
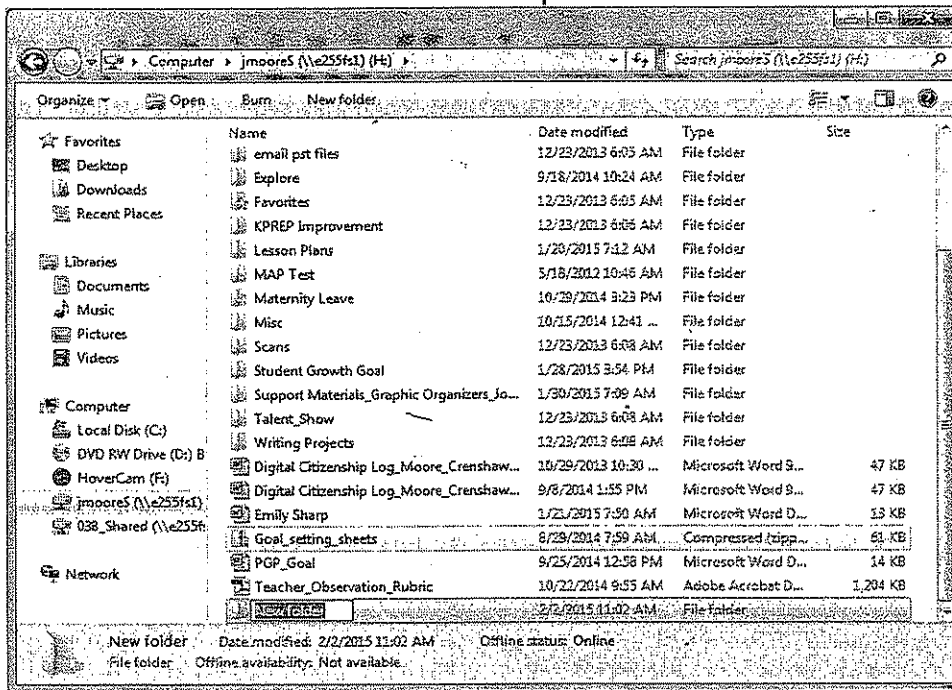
3. Under Network Location (2) Double-click on H: Drive.



4. Click New Folder button.

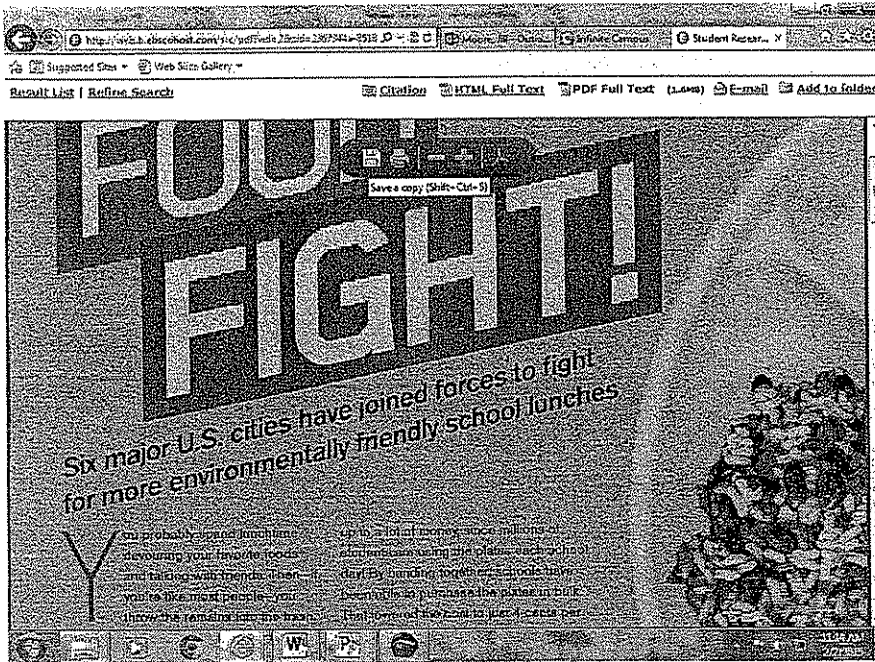


5. Name the folder Research Paper.

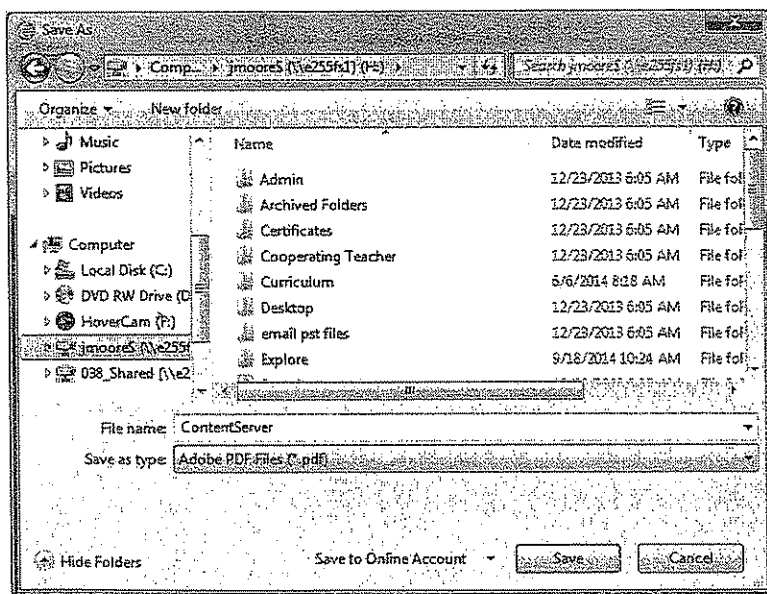


Saving an Article on your H: Drive

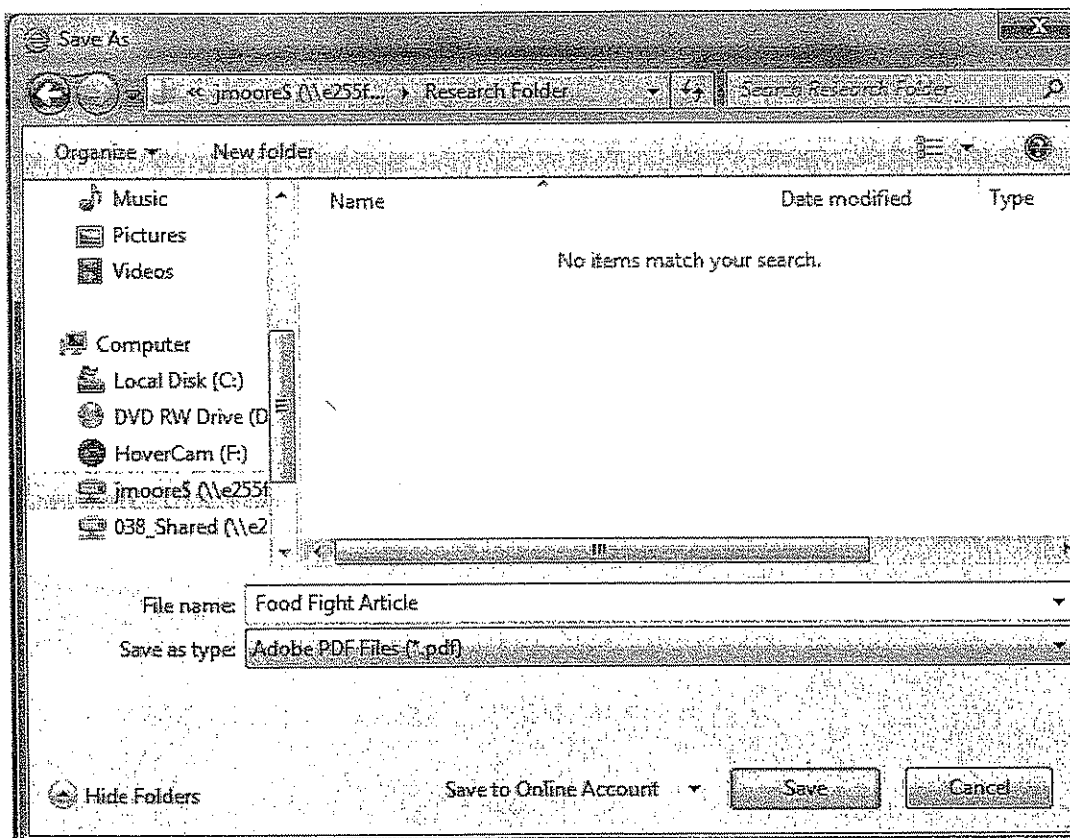
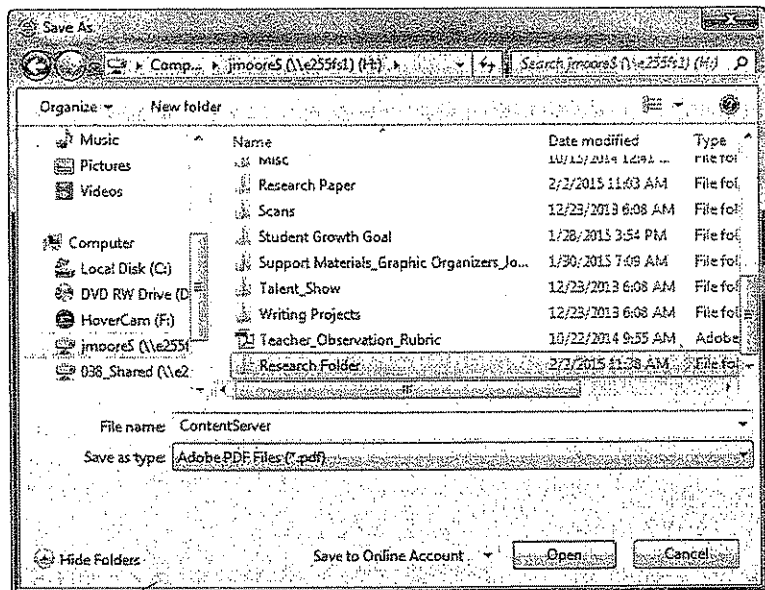
1. Hover the mouse over the article to get the Save button.



2. Click Save and choose your H: Drive from the left-hand menu.

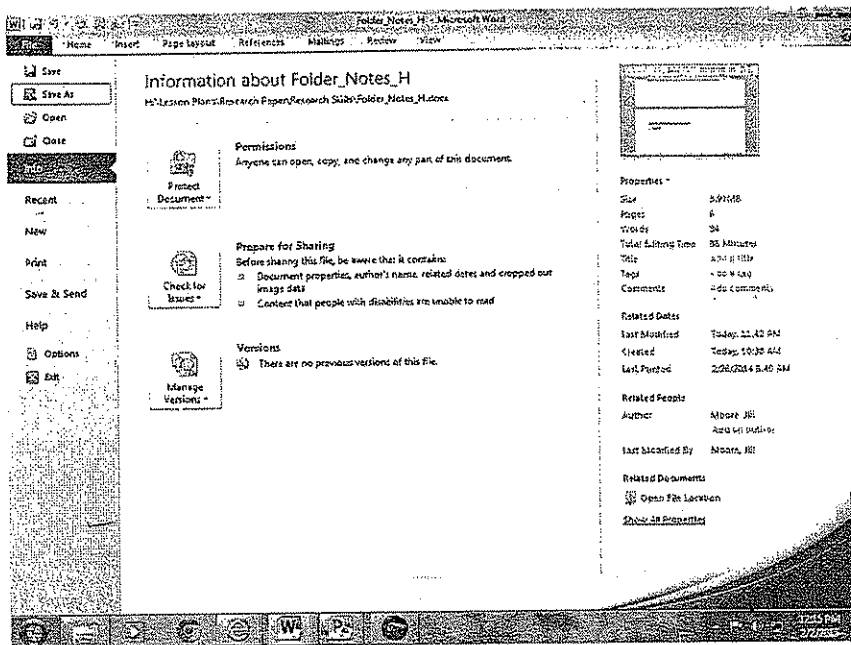


3. Open your Research Folder and save the renamed article.

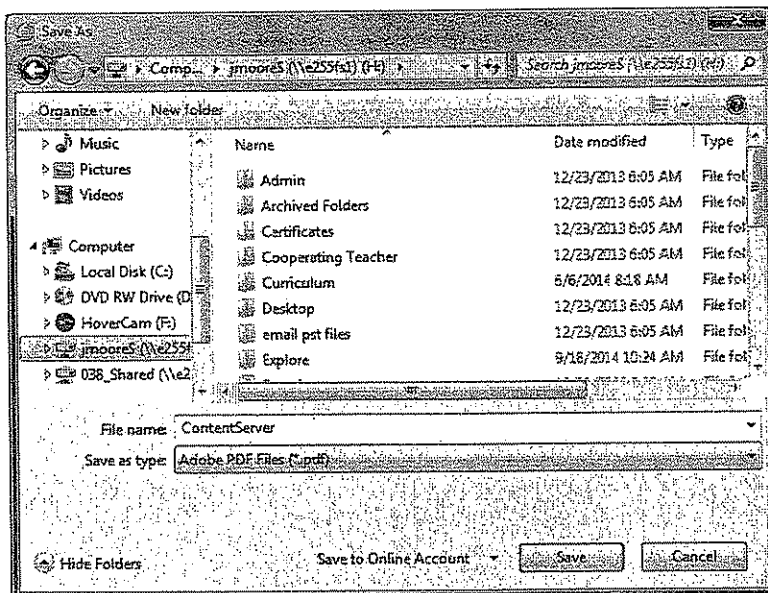


Saving a Word Document on your H: Drive

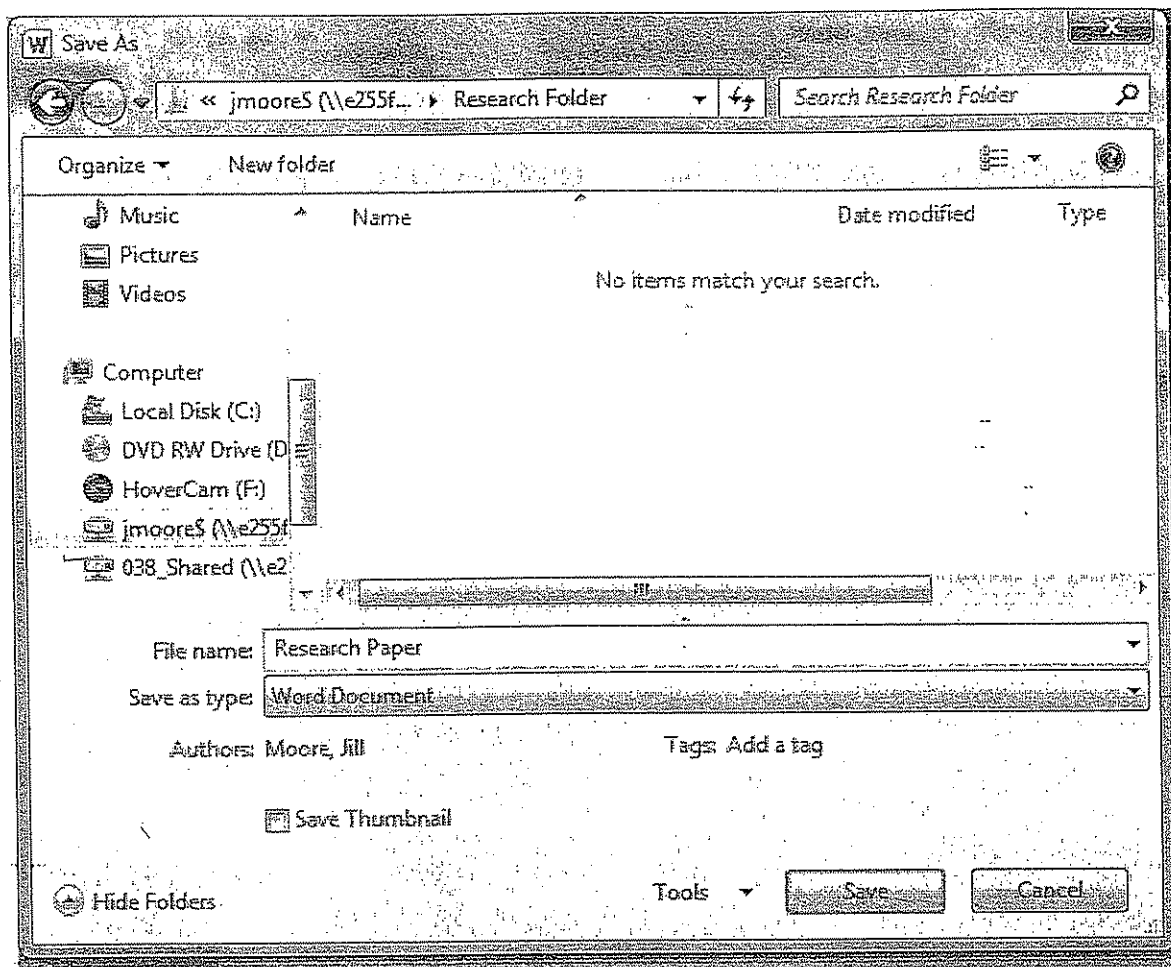
1. Click File and choose Save As from the left-hand menu.



2. Choose your H: Drive from the left-hand menu.



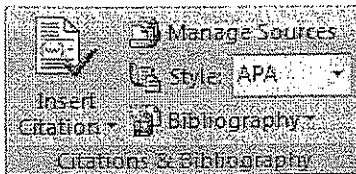
3. Open your Research Folder and save the document under the file name Research Paper.



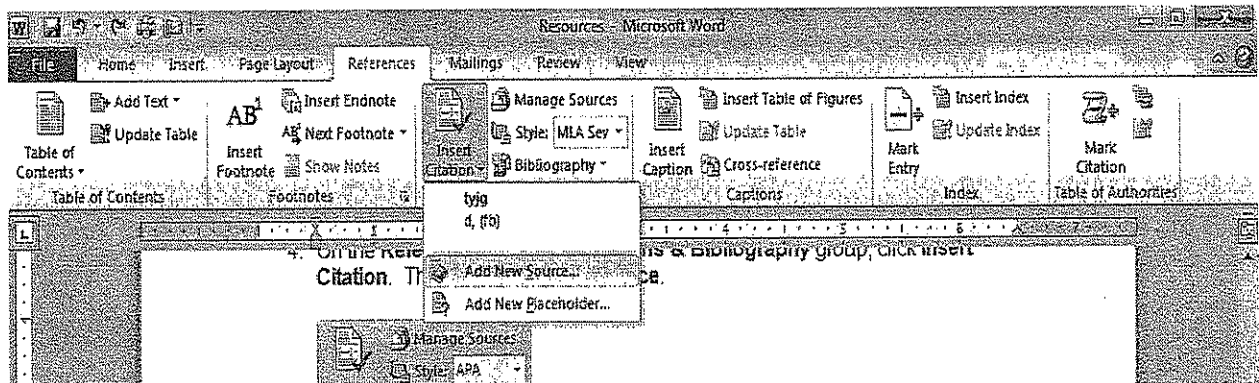
Creating a Bibliography in Word

HOW TO ... Add a new citation and source to a document

1. On the **References** tab, in the **Citations & Bibliography** group, click the arrow next to **Style**.



2. Click the on MLA Seventh Edition.
3. Click at the end of the sentence or phrase that you want to cite.
4. On the **References** tab, in the **Citations & Bibliography** group, click **Insert Citation**. Then, click **Add New Source**.

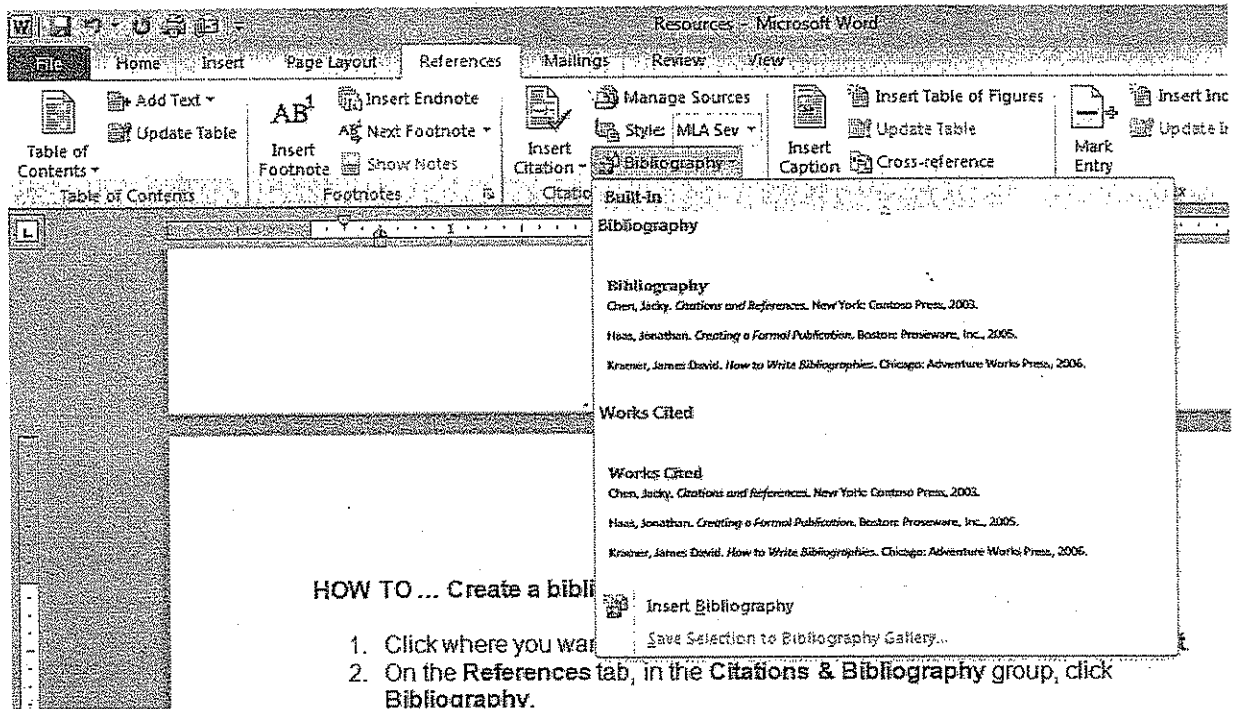


5. Begin to fill in the source information by clicking the arrow next to **Type of source**.

For example, your source might be a book, a report, or a Web site.

HOW TO ... Create a bibliography

1. Click where you want to insert a bibliography – **at the end of the document**.
2. On the **References** tab, in the **Citations & Bibliography** group, click **Bibliography**.



3. Choose **bibliography** format (first one at the top) to insert the bibliography into the document.

Create Source

Type of source:

Bibliography Fields for MLA Seventh Edition

Author

☐ Corporate Author

Title

Year

City

Publisher

Medium

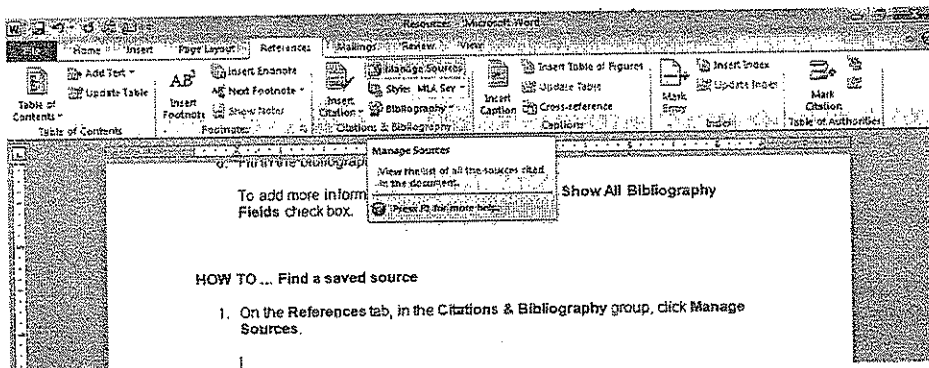
☐ Show All Bibliography Fields

Tag name
Placeholder1

6. Fill in the bibliography information for the source.

HOW TO ... Find a saved source

1. On the **References** tab, in the **Citations & Bibliography** group, click **Manage Sources**.



2. Search for your source in the **search box**.

Source Manager

Search:

Sort by Tag

Sources available in Master List

Current List

tyjg, tyjg d (6)

☒ cited source
☐ placeholder source

Preview (MLA Seventh Edition)

Citation: tyjg

Bibliography Entry:

tyjg, d. bb:bb, fo.