

Spanish 4950.

FINDING BOOKS in Reese Library

Use [GIL](#), the library catalog, for finding books in Reese Library. A link to the catalog (GIL) is available on the [Reese Library Home Page](#).

Search by [subject headings](#) to find sources on a subject:

- *Hispanic*, as a broad Keyword term
- Or *Hispanos Estados Unidos* as a Keyword (Title/Subject), to be a bit more specific.

Library collection locations:

- [Library collection locations by floorplan](#).
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Electronic Indexes/Abstracts for Education (all resources listed here are part of the database offerings in GALILEO, Georgia's Virtual Library):

- [ABI/INFORM Complete](#) provides full text for over 1,461 U.S. and international journals covering all aspect of business and management. In addition to the full text, this database offers indexing and abstracts for 759 journals. ABI/INFORM Complete is a complete database comprised of ABI/INFORM Global, Dateline, and Trade & Industry sub-sets. Direct access to specific company information via Hoover's Company Capsules and Profiles can be found within full-text articles in ABI Inform Complete and ABI Inform Dateline. Links are indicated with an information icon followed by a company name.
- [ClasePeriodica \(Clase and Periodica\)](#) an index of Latin American journals in the sciences and humanities compiled by the Universidad Nacional Autónoma de México. This resource combines two databases, CLASE and Periodica. CLASE (Citas Latinoamericanas en Ciencias Sociales y Humanidades) includes more than 198,000 references in the humanities and social sciences, covering topics such as accounting, anthropology, the arts, business administration, communications, demographics, economics, education, sociology, law, political science, linguistics, management, history, philosophy, and literature. PERIÓDICA (Índice de Revistas Latinoamericanas en Ciencias) includes more than 204,000 citations to articles and other documents from over 1,400 Latin American and Caribbean scientific and technological journals.
- The [ERIC](#) (Educational Resources Information Center) database covers all aspects of education and educational research, includes both abstracts of published and unpublished sources on thousands of educational topics. It corresponds to the printed indexes of RIE (Resources in Education) and CIJE (Current Index to Journals in Education). This database is produced by the Office of Educational Research and Improvement (OERI), U.S. Department of Education. The EbscoHOST, Cambridge Scientific, and AskERIC versions of the ERIC database include the searchable Thesaurus of ERIC Descriptors. Coverage: 1962 to the present Updates: Monthly.
 - Click on [GALILEO databases](#) and select the "Social Sciences" tab, then the "Education" subject area.
 - Then click ERIC, (at EBSCOHost with some full text articles and documents) or at Cambridge Scientific (no full text) to search the database.
 - The free AskERIC version of the database is also available at [ERICWeb Portal](#). This version of the database offers a robust search interface, and will link to ERIC documents that are available in full text, but no full text journal articles.
- [¡Informe! \(Revistas en Español / Spanish-language magazines\)](#) a database of 46 full-text, Spanish-language and bilingual magazines. It includes popular publications such as *Actual*, *Latina*, and *¡Siempre!* as well as the full text of *El Nuevo Herald*, a Spanish-language newspaper from Miami, Florida, as well as the Spanish editions for *Newsweek*, *Time*, *People*, and *PC Magazine*. This database covers topics such as lifestyle, cultural and entertainment issues; health, family, and parenting; as

well as current events and politics.

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- [PsycINFO](#) (at Ebsco) contains more than one million citations and summaries of journal articles, book chapters, books, dissertations and technical reports, all in the field of psychology. Journal coverage, which spans from 1887 to present, includes international material selected from more than 1,700 periodicals in over 35 languages. More than 60,000 records are added each year. It also includes information about the psychological aspects of related disciplines such as medicine, psychiatry, nursing, sociology, education, pharmacology, physiology, linguistics, anthropology, business and law.
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- Printed Index: *Psychological Abstracts* contains summaries of psychology and psychology-related English-language journal articles, technical reports, book chapters, and books; organized by subject area for easy browsing. Cumulative author and subject indexes are published annually. Found in the reference stacks in the Reference Room on the first floor of Reese Library (REF BF1 .P65).
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- *PsycInfo and Psychological Abstracts*. There are several different versions of the psychological database/print index produced by the American Psychological Association. The subject terminology of all of the print or electronic versions is governed by the Thesaurus of Psychological Index Terms 7th ed. (1994), found in the Reference Room.
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- [Research Library](#) (ProQuest), another multidisciplinary resource, provides abstracts and indexing for over 2,600, as well as full text for over 1,700 scholarly journals and general magazines. Like Academic Search, this database is linked from the GALILEO home page.
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- [Sociological Abstracts](#) (from Cambridge) is a primary resource for accessing research in sociology and related disciplines in the social and behavioral sciences. International in scope, over 2,600 journals and other serials publications, plus conference papers, books, and dissertations are covered.
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- [WorldCat](#) - use for identifying books, and for locating journals that ASU doesn't have access to. Uses Spanish headings for Spanish books.

OTHER INTERNET RESOURCES

- [Habitat World](#)
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- [Hispanic Market Blog Weblog](#)
-
- [Hispanic Yearbook - Anuario Hispano](#)
-
- [La Agencia](#)
-
- [Telemundo](#)
-
- [Univision](#)
-
- [U. S. Census Bureau reports](#) for population information
-
- [U. S. Census Bureau business information](#),
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- [U. S. Census Bureau social and economic characteristics](#)

On Internet Sources:

[Use search engines for finding information on the Internet](#) , e.g., <http://www.google.com>

Some search engines also provide directories as part of their services; take a look at [SKS WebSelect](#) and the [Librarian's Index to the Internet](#) for some examples of how subject directories to the web work.

Be sure to [evaluate all your sources](#) carefully, especially those you retrieve yourself by searching the web.

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- Document your work. For additional information and guidance on good documentation practices, the following sites may be useful:

[Avoiding Plagiarism](#) - a series of pages from the Online Writing Lab at Purdue University. Defines what plagiarism is in the context of academic writing, and presents steps during the writing process to help steer clear of plagiarizing.

[Plagiarism handout](#) - from UNC-Chapel Hill. Written from a student's point of view, it discusses why you need to be aware of good citation practices, and why plagiarism is such a "big deal".

[UWC's Helpful Handouts](#) - from the University Writing Center at the University of Central Florida. Contains a lengthy list of links to documentation guides developed by professional organizations and other universities. When using another institution's citation guides, be sure to double-check the edition of the documentation manual that the guide was based on. Don't use a guide for anything older than the edition of the manual that you're using in your course. _

[Citation Guidelines for GALILEO Resources](#) - Guidelines for citing materials that you retrieve from any of the GALILEO databases. Examples are given for MLA, APA and Turabian styles.

Identifying Articles in Periodicals
Resources on GALILEO:

You may access [GALILEO](#) from the Reese Library Home Page, or by typing the URL (<http://galileo.usg.edu/>) in the Location bar of your web browser from any computer on the campus network.

NOTE : GALILEO requires a *password* for all ASU users who are not on campus. You may get the password from [GIL](#).

Under "Access my GIL account to:" click on "Get GALILEO password"

- Click on the down arrow next to "Patron Barcode"
- Choose either the barcode number from your ASU i.d. card or your Social Security number, and enter it in the box (no spaces, no punctuation).
- Enter your complete last name on the third line, and click on Logon
- Click on OK on the next screen to request GALILEO password. The password will be near the top of the form that appears on the next screen.

Locating the Articles

For articles without full text you will find just a reference to an article; then you will need to check [GIL](#) or the list of [E-Journals](#) to find out how to retrieve the article. Further information is available in the handout on [locating journal articles](#).

Note: In GIL, a current subscription is indicated by a hyphen at the end of the year or volume. Magazines and Journals to which the Library subscribes are located on the 2nd floor, shelved alphabetically by title.

Interlibrary Loan - For articles or books which are not in the Library's collections in either print or electronic form, you will need to request each item you need. If you only need to request a book, you may use GIL Express, from the [GIL Universal Catalog](#), to order it from another library in the University System of Georgia that has a copy of the book available. For books and articles not available through GIL Express, from the [Reese Library](#) Home Page, click on [ILLiad](#) to register for this service and fill out an Interlibrary Loan form for a book or an article not available in the Reese Library's collections.

Steps for beginning a literature review:

Once you have selected a database, how do you begin a search? One way is to search by whatever words you know. Another way is to use the words the database developers use to describe the contents of the article. These "subject headings" are sometimes called DESCRIPTORS in the research databases.

- Write down your topic and select important keywords to search for. Include synonyms for each

keyword..

- Select the best database to begin your search in. If your topic is based more on pupils and teachers or school settings, begin in *ERIC* and/or *Education Full Text*; if it leans more toward clinical psychology, begin in *PsycINFO*. In either case, be prepared to use both databases, as each has unique and important content.
- Use the 'advanced search' interface wherever possible. It will give you more intuitive ways to combine concepts, and easier ways to find research studies.
- If your database of choice has a controlled vocabulary (both *ERIC* and *PsycINFO* do), use it. Subject headings or descriptors that describe a useful study will give you good terms to use to redefine or expand a search .
- Generally speaking, the more terms you combine in a database search, the more precise -- and narrow -- your results will be. If you retrieve too few items, try dropping some terms from your search strategy.
- Scan the first 10-20 records of the results. If they don't match what you want, try a different combination. PERSEVERE!
- Look at the reference lists of the sources you're using. If the same studies are cited over and over, no matter how old they are, be sure to look up those studies too, whether they appear in your list of database results or not.

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§ [Library Instruction](#)

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