Wrap up: Developing a Topic

- Generate ideas about the topic:
  - **Brainstorm**—generally answered in response to a question regarding the topic. This process involves coming up with ideas that are about the topic and related to the topic—broad or narrow.
  - **Freewrite**—write full sentences quickly about your topic

Developing a Topic

Let’s take a look at a tutorial from OSU Libraries:

Narrowing your research topic presentation

Developing YOUR Topic

- Look at your topic that you submitted for this week’s assignment.
- Can you apply what we just saw for developing a topic to your own?
- Let’s discuss.
Quiz #1
- Please take the next 10 minutes to answer the questions on this quiz
- This will be graded
- Please let me know if there are any questions
- Good luck!

The Information Cycle
- Let’s watch a video: http://youtu.be/k1rKEMt1X4
- Information follows a cycle from occurrence to analysis that takes place years later.
- Can you think of other events that could fit into this information cycle?

The Information Timeline

<table>
<thead>
<tr>
<th>Present</th>
<th>Day</th>
<th>Week</th>
<th>Month</th>
<th>Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Web</td>
<td>Newspapers</td>
<td>Popular/Trade</td>
<td>Scholarly</td>
<td>Reference</td>
</tr>
<tr>
<td></td>
<td>Magazines</td>
<td>Journal</td>
<td>Sources</td>
<td>Books</td>
</tr>
</tbody>
</table>

Search Strategy
- Construct a research Question
- Develop Keywords
- Combine keywords to develop more sophisticated searches (Boolean Logic)
- Use keywords in Book Catalog, Databases, and even the Web
- Let’s discuss this in more detail...
Library’s Catalog: Searching for Books & Media

- A library’s catalog is also known as an OPAC (Online Public Access Catalog).

- What’s in the Catalog?
  - Books & ebooks
  - A/V Materials
  - Lots Periodicals and articles

Books—Other Information

- Your Student ID is your Library Card (barcode on the back)

- Borrowing Privileges:
  - Books – 28 days
  - Audio Books, CDs – 28 days
  - DVD, VHS, LP – 7 days
  - Reserve materials – depends on the item (2 hours, 24 hours, 3 days, etc)
  - Laptops
    - GSR computers – 2 hours
    - Regular computers – 4 hours

- You can renew books and other materials at the Circ. or Ref. Desks.

Books – Inter Library Loan

- Inter-Library Loan Use this service when looking for a book that is NOT in McEntegart’s collection
  - Callahan Library
  - Other library in Brooklyn, New York Metro area, or beyond

- Once the order has been received, processed, and fulfilled, you will be notified by the Librarian in charge of ILL

- If you need help locating a book outside St. Joseph’s collection, ask the librarians or look at the Books & Articles Section of the website

- It takes about 5-7 days (a little less if you are borrowing from Callahan) for this process to be completed, so please leave appropriate time in your research

More Books –
Catalog

- Now, let’s take a look at the Course Guide for more information on how to search for books in the library's catalog and I will demonstrate for you the features we have learned about.

- The catalog is available from the Library’s homepage and on any LibGuide – “Subject Guide” tab of the website.

Books—Exercise

- Let's spend some time searching the Library's catalog for books in the collection.
  - Use your topic from Assignment 1

- These books will be used to complete Assignment 2
  - You need one physical book, one ebook, and one other book for Assignment 2

Break

- Please return in 10 minutes

Evaluating your Book

- Use the C.R.A.P. Method of evaluating the Book
  - Let’s take a look at the Worksheet that is provided on the Course Guide.
How to incorporate resources into your writing

- Let’s take a look at another presentation that demonstrates incorporating quotes.

Quotations

- Why Quote?
  - Incorporate expert information to prove and support YOUR points.
- Quotations range in length:
  - Partial—a single word, phrase or part of a sentence
  - Complete—one or more whole sentences
  - Block—long passages (usually more than 4 typed lines)
- Provide an introduction and context for your quotation using attributions or colons (:)
  - “according to,” “suggested,” “pointed out”
- There are a few things to consider when quoting, so let’s look at examples on the Course Guide
  - Let’s look at in-text parenthetical citations

References list

- Every research essay should conclude with a list of the sources cited in your paper.
- Every in-text cited reference must have a corresponding entry in the References list.
- Let’s look at the formatting considerations...

Reference List Formatting

- Formatting Guidelines:
  - Stand alone on a fresh page at the end of your essay.
  - Titled: “References” and centered on the page
  - The first entry should begin one double-spaced increment below the title
  - Alphabetize the list, by author (if available) or by the first substantive (i.e. editor or title of work) word in the citation when no author is provided.
  - Each alphabetized entry should begin with the first line at the margin and subsequent lines indented five spaces—“hanging indent” (This allows the author’s name to stand out)
  - Double spaced
  - Let’s take a look at an example on the Course Guide
Book—Citation

- This is a generic example of a book with one author.
  - Author’s Last Name, Initial(s). (Year of publication). Full and italicized title of the work: Including a subtitle. City or Other Place of Publication: Name of Publisher.
- This is an example of a citation for the class’s required text (notice that it has 2 authors):

Important to know about citations:

- Please note that there are a variety of exceptions to the above example and this is used to demonstrate the kind of citation you will encounter most often.
- The style guides, such as this class’s required text and various citation machines, offer assistance in formatting the appropriate citation.
- Some other types of book citations include:
  - A book with more than 2 authors, a corporate author, a book without a known author, and a chapter within a book.

Citation Generator

- Noodle Tools
  - Sponsored by St. Joseph’s
  - Can be accessed through Library’s website → “My Accounts” or by going through Google Apps.
  - Must have a unique login for this
  - Let’s take a look…and add your books
  - It’s on this Course Guide and ALL Subject Guides

Wrap Up

- Remember that the homework assignment and example will be posted on Canvas and is due on Sunday before our next class.
- Have a great week!