Labour Studies 700
Work in Society

Researching in Labour Studies

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Mills Research Help
Need Help? Just Ask!

September 2008
Objectives

- **Intro to McMaster Libraries**
- Finding articles in databases
- Finding books, e-books and government documents in the library catalogue
- Finding other relevant sources on the web

Questions?
any time during the session!
The 4 McMaster University Libraries

- **MILLS** -- Humanities and Social Sciences
- **INNIS** -- Business
- **THODE** -- Science and Engineering
- **HEALTH** Sciences
The Library Website
http://library.mcmaster.ca

• highlights:
  – tabs
    • catalogue, articles, e-journals, subject guides (especially Labour Studies)
  – popular links
    • on the left of the screen
  – subject and course guides
    • red drop-down menu, under Research
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  - newspapers
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Databases for Labour Studies

- **Scholar’s Portal Search**
  - EconLit
  - PAIS International
  - Social Sciences Abstracts
  - Sociological Abstracts
  - Worldwide Political Science Abstracts

- **History**
  - America, History and Life
  - Historical Abstracts
Databases for Labour Studies, cont’d.

• **Other Labour Studies**
  - BusinessWorks
  - Lancaster House Online Database
  - Negotech
  - SourceOECD

• **Labour Law**
  - LegalWorks
  - LexisNexis: case law
Databases for Labour Studies, cont’d.

**Newspapers**

- LexisNexis Academic
- Factiva
  - Globe and Mail, Hamilton Spectator, Wall Street Journal
  - max. 6 users
Databases for Labour Studies, cont’d.

- **Canadian content**
  - Canadian Research Index
  - CBCA
  - CPI.Q Canadian Periodical Index

- **Business**
  - Human Resources Abstracts
  - Management & Organization Studies: a SAGE Fulltext Collection
Connecting to Databases

• start at the Library home page
  http://library.mcmaster.ca:
    – Click on the Find Articles tab, and choose “Labour Studies” in the “Find Articles by Subject” menu
• log in with your MAC ID
• from home or on-campus
Challenge!

Find articles about the unionization of migrant workers

(3 minutes)
Searching Skills & Tips

or,

databases don’t work the same way as Google!
Searching Smarter

• identify **key words** and phrases
• combine with **AND**
• use truncation:
  - union*
  - unions
  - unionize, etc.

• use **synonyms**, and combine with **OR**
• find one good article and use its **descriptors** to get more like it
• **advanced** searching
• limiting by **date, language**, etc.
Challenge!

• locate the place on the screen that lets you sort your results

• sort your results by relevance
Challenge!

• locate the place on the screen that lets you limit your results to:
  • Journals
  • Peer-Reviewed Journals
  • Books
  • Book Reviews, etc

• limit your results Peer-Reviewed Journals
Do We Have Access to the Article?

• click get it! ...to see whether the library has an online or paper subscription to the journal

• we may have:
  – one or more online subscriptions
  – one or more paper subscriptions
  – or both, or neither
What if there’s no “Get It!”?

• you can still find out if we have access to the journal by going to the library home page and using either:
  – the e-Journals tab, or
  – the library catalogue tab
Challenge!

- go to the library home page: [http://library.mcmaster.ca](http://library.mcmaster.ca)
- click the e-Journals tab or the library catalogue tab
- look to see if we have access to this article:


What did you type into the search window? What do you need to see to verify that we have access to the article?
Output

• saving or emailing your list of references
• printing all the info about the article from EconLit
• printing or photocopying an article
RefWorks

http://refworks.scholarsportal.info

- a Web-based bibliography and database manager
- create your own personal database
- import references from databases
- automatically format bibliographies in seconds
Photocopying in The Libraries

• Journals are for use in the library only
• **Photocopy machines**
  – self-service; all libraries; no cash
• **Library Debit cards**: dispensers or Bookstore, re-usable
  – $5.00 to purchase (includes $2.50 on card)
The Library Printer Network

- **printers in Mills, Thode, Innis, Health Sciences**
- send from any library computer
- uses library Debit card
- same card, same cost as photocopying (10¢ a page)
What if we don’t have it?

- **RACER**
- inter-library loans
- articles & books: free
- 7-10 day delivery (average)
- requires a one-time self-registration; more info on library home page, left navigation bar, under Popular Links > **RACER (Interlibrary Loan)**
Questions?

• Please log out of Scholars Portal Search
Review: Finding Articles

- Search databases for articles
- use Get It!, the e-Journal tab, or the library catalogue for availability
- download, email, send to RefWorks, or print references
- find articles on the shelf:
  - call number, volume, year, page, etc.
- **RACER** for articles we don’t own
- Mills home page > [Research Guides](#)
- for copies of the handout & presentation
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Finding Books, etc.

the library catalogue

http://libcat.mcmaster.ca

• available from anywhere
• also lists: journal titles, videos, CDs and cassettes, music scores, maps, e-resources, etc.
The library catalogue...

• Shows what the 4 libraries own
  • Books
  • Journals
  • Maps
  • Music CDs, etc.
Searching the Library Catalogue

• You can search many different ways
  • title
  • author
  • subject
  • keywords
  • begins with...
  • and more!
Challenge!

Search the library catalogue for books on: 
*migrant workers*

Tip: you *can’t use the wild card* in the library catalogue!
Let’s talk about what you did...

- **what** did you type?
- **where?** (Anywhere? in Title? in Author? etc.)
- did you click on the **left nav**?
- use the **advanced search**?
- use the **browse**?
Catalogue Searching Tips & Tricks

• Pick out the main concepts

• Use “quotation marks” for phrases

• Think of synonyms for your search terms

• For synonyms, use
  – Advanced Search
  – “any of the words”
Advanced Search with Synonyms

- note: catalogue search engine automatically searches for both singulars & plurals
Other strategies

• find one good book
  – click on its title to see its details
  – click on its subjects to get more books with the same subjects
## Refine your Search

- **date**
- **location**
  - Mills > Government Publications
- **format**
  - Online > e-Books
- **subject**
- **publication type**
  - government publications
- **language, etc.**
Now how do I find the book?

- **where** is it shelved?
  - which library?
  - where in the library?
  - use Book Location Guide to find the right floor
- **is it** out? (click Check Availability)
  - Checked in
  - **Checked out**
  - For use in library only
  - **In Storage**, etc.
### Mills Library Book Locator

#### Mills Bookstacks

<table>
<thead>
<tr>
<th>Call Numbers</th>
<th>6th floor</th>
<th>5th floor</th>
<th>4th floor</th>
<th>3rd floor</th>
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</table>

| 200, 800            |           |           |           |           |           |
| 100, 300, 400, 600  |           |           |           |           |           |
| Oversize & Theses   |           |           |           |           |           |

#### Other Mills Locations

- Data Service: 1st floor
- Gov Pubs: 2nd floor
- Maps: 1st floor
- Music: 1st floor
- Periodicals: 3rd floor
- Popular Reading: 2nd floor
- Reference: 2nd floor
- Research Collections: Lower Level 1st floor
- Reserve: Lower Level 1st floor
- Russell Archives: Lower Level
- Russell Library: Lower Level

*Request Storage items online at: [http://library.mcmaster.ca/forms](http://library.mcmaster.ca/forms)

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Rev. 08/07
Review

- the library catalogue: to find books & other items the library owns
- "phrase searching"
- use the left navigation bar to refine
- Location Guide: to find out which floor
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Web Sources

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- library home page > Collections > Government Publications
  - Guides
  - Gov. Pubs. on the Web
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Mills Research Help, Mills 2nd floor
905 525-9140 ext. 22533
library@mcmaster.ca

Chat with us
MSN: library@mcmaster.ca
AOL and Yahoo Messenger: maclibraries