ENGAGING THE LIBERAL ARTS 100
Transitions 1
Prisons

Hacker, Diana. A Writer's Reference. 8th ed. Boston: Bedford/St. Martin's, 2015.
(hereafter listed as Hacker)

What is your assignment:
Hacker: R1-b, pp. 359-362
- read assignment carefully! Is this a long paper, short review, annotated bibliography?

Jot down search terms:
- are there alternative terms, variant words or names, synonyms?
- ex. Carl Linnaeus or Carl von Linné or Carolus Linnaeus or Karl Linné
- ex. prisons or penitentiaries
- ex. goals or dungeons or prisoner-of-war camps
- ex. incarceration or imprisonment

Background reading:
Hacker: R1-d, pp. 363-367
definition of a reference book: a book intended to be consulted for information on specific matters rather than read from beginning to end.
- specialized encyclopedias concentrate on specific subjects and are an excellent starting point.
- *Bonus tip*: these can also be used in your bibliography. General encyclopedias, such *Encyclopedia Americana* or *Encyclopaedia Britannica* cannot be used.

- print reference encyclopedias in Kelly Library OPAC

Crime in the United States REF HV 6787 .A3 2011
Encyclopedia of American prisons REF HV 9471 .E425 1996
Encyclopedia of criminal justice ethics REF HV 7419 .E53
Encyclopedia of juvenile justice REF HV 9104 .E58 2003
Encyclopedia of white-collar crime REF HV 6768 .E65 2007
The Social history of crime and punishment in America REF HV 6779 .S63 2012
Violence in America REF HN 90 .V5 V5474 1999

- e-reference sources on Kelly Library's A-Z Databases:

Credo Reference (Hundreds of reference books in a broad range of subjects
Gale Virtual Reference Library (Database of encyclopedias, almanacs, and specialized reference sources for multidisciplinary research
Oxford Reference Online (provides language and subject reference works from one of the world's biggest reference publishers into a single cross-searchable resource)

Finding material in the library catalog (OPAC)
Hacker: R1-d, pp. 363-367

- the OPAC is a shared catalog for the Holston Associated Libraries (HAL), of which Emory & Henry College is a member. It lists the holdings for all of our books, DVDs, CDs, journals and newspapers, and electronic resources
- can be searched by author, title, subject and keyword.
- subject searching can be less useful since it requires the use of formalized terms
- keyword searching, which searches words within fields in bibliographic records, can return an overwhelming number of results, vague matches, or mismatches. Fine-tune keyword searching by adding more words or adding limits.
- can use * to include variations in endings in one search:
  appalach* will retrieve Appalachia, Appalachian, Appalachians
  environment* will retrieve environmental, environmentalism, environments

- books from our circulating collection

  Blood in the water HV 9475 .N716 T46 2016
  Crime is not the problem: lethal violence in America HV6789 .Z55 1997
  From the war on poverty to the war on crime: the making of mass incarceration in America HV 9950 H8 2016
  Locked down, locked out HV 9471 .S34 2014
  Oxford history of the prison HV 8501 .O94 1995
  Society of women: a study of a women's prison HV 8742 .U52 G5
  When brute force fails: how to have less crime and less punishment HV 6789 .K53 2010

Finding journal articles:
Hacker: R1-c, pp. 336-340
- search online journal databases in the A-Z Databases
- some are full text (Yeah!)
- some are indexed only, check E-Journals by Title to find out if an article is full text in a database the library subscribes to, or if print holdings are listed.

  Why search for journal articles?
  - journal articles are an excellent source of scholarly information
  - journal articles are reviewed by experts before publishing so are more reliable than most webpages
  - journal articles are more timely than books, especially in the sciences and may be the only place where some research is presented

  Scholarly vs. popular
  Hacker: R2-b, p.350-352 (good checklist)
- scholarly articles (also known as refereed or peer-reviewed articles) are written by experts and go into more depth than material prepared for a general audience.
- Skidmore College's library website has a checklist to help you decide (http://libguides.skidmore.edu/content.php?pid=405243&sid=3316923)

  Review of Politics and *Review of educational research* are scholarly journals
  Psychology Today and *Time* are popular as they are not peer reviewed

- *Research hint*: when you find an article that looks relevant check for subject headings or keywords that are applied to the citation. These can be used to focus your search for appropriate information.

- selected article databases from A-Z Databases

Academic Search Complete (full-text documents, indexing, and abstracts and more on topics ranging from astronomy to zoology)
Psychology and Behavioral Sciences Collection (covers topic ranging from emotional and behavioral characteristics, psychiatry and psychology, mental processes, anthropology and observational and experimental methods)
Socindex (provides high quality indexing and abstracting covering the broad spectrum of sociological study)

Be a BETA tester for E&H OneSearch

Using Interlibrary Loan (ILL) to borrow books and articles:
- the Library cannot possibly provide access to all the resources that students need
- fill in the online form available on the Library webpage to borrow materials from other libraries
- from WorldCat Discovery or any of the Ebscohost databases, click on the Request Button, open Illiad on library page: required information will be imported automatically
- can take 5-10 days to receive requests so start researching early!

Finding good internet sites:
  Hacker: R3-c, pp. 383-385
- most scholarly resources are not available for free, especially in the sciences
- scholarly resources cost money because they contain evaluated information
- there are no website police! Anyone can put up a website and make it look official
- learn how to evaluate websites under Research Tips on library webpage

  quick check for evaluating web resources
  - determine if the address is official or personal
  - who is responsible for the content
  - is the content personal opinion or documented research
  - how current is the site, and when last updated

  Google is a great search engine
        use advanced search to limit searches to particular domains to maximize chances of getting the most creditable information, i.e. .gov, .edu, .org
        http://www.google.com/advanced_search?hl=en
  Google Books provides free access to full text images of books and some articles
        http://books.google.com/
  Google Scholar searches specifically for scholarly literature in many formats, concentrating on articles and includes citation links (i.e. who cites whom)
        http://scholar.google.com/

- selected high-quality websites, subscription databases, and print resources are collected under Subject Resources on library webpage

  American Psychological Association (APA is the world's largest association of psychologists, with more than 117,500 researchers, educators, clinicians, consultants and students as its members)
  Cambridge Center for behavioral Studies (The Cambridge Center for Behavioral Studies™ is a nonprofit organization that harnesses the expertise of hundreds of behavioral scientists to solve problems in the home, school, community, and the workplace)

FBI: UCR (The Uniform Crime Reporting (UCR) Program has been the starting place for law enforcement executives, students of criminal justice, researchers, members of the media, and the public at large seeking information on crime in the nation)
Federal Bureau of Prisons (These statistics provide an interesting look at the BOP, but more importantly, they are invaluable for managers who must carefully make decisions and strategically plan for the future)

Documentation and Plagiarism:
Hacker: R2, pp. 369-375
- know which documentation style you need to use   Hacker: R2, pp. 369-375

  - MLA (Modern Language Association) for English and some humanities
  - APA (American Psychological Association) for psychology and other social sciences
  - CMS (Chicago Manual of Style) for history and some humanities

- The library has print guides on reserve for all of them. The library's Research Tips page has links to several helpful sites.
- Plagiarism is a serious academic offense
- The **E&H Academic Code** clearly states that it is a student's responsibility to give credit to another person's exact words or unique ideas.
- The **Honor Code** reinforces this concept with the statement that one of its elements is "A commitment to abstain from all forms of cheating and plagiarism."

  quick check for actions that might be seen as plagiarism (from OWL)
  (http://owl.english.purdue.edu/owl/resource/589/01/)
  - buying, stealing, or borrowing a paper
  - hiring someone to write your paper
  - using a source too closely when paraphrasing
  - building on someone's ideas without citation
  - copying from another source without citing (on purpose or by accident)
  - sloppy documentation

  things you don't need to document
  - your own opinion or analysis of an idea
  - facts that are common knowledge, available from multiple sources

Documenting sources correctly is critical to avoiding any appearance of plagiarism
Hacker: R2-c, pp. 371-375
Consider using a bibliographic reference tool, such as Firefox's Zotero, to keep track of all your sources in one place.   https://www.zotero.org/

Additional sources for research help:
- **Writing Center** in MS 233, call x6225 for hours and contact information
  - cannot edit your papers, but can give advice about grammar, organization, or documentation
- **Kelly Library!**
  - open **70 hours** a week during the regular semester
  - can reach us by calling the Circulation Desk at **ext. 6208**
  - email **askalibrarian@ehc.edu**

Circulation Staff	Reference Librarians
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