



**LIBRARY RESOURCES FOR MASTERS
IN COMMUNITY AND ORGANIZATIONAL LEADERSHIP COURSES**

Note: If you are viewing this on your instructor's Moodle website, or the [Guides and Publications](#) link on the library website, note that there are many live hyperlinks. You can just click and go directly to that web site.

FINDING BACKGROUND MATERIAL IN THE REFERENCE COLLECTION

Why look for material in the reference collection? Why start your research here? There are several good reasons:

- To gain an overview or historical background on your subject;
- To get suggestions for further reading;
- To get ideas on choosing a topic, or broadening or narrowing your topic.

The list below may seem rather long; but the MCOL program is interdisciplinary, so there are titles from many different areas of the reference collection. The specialized encyclopedias and other reference books listed below (in call number order) may be of help to you. They all contain articles relating to some aspect of leadership, planning, organizational or community psychology, community organization, nonprofit organizations, the Appalachian region, etc.

Encyclopedia of Psychology REF BF 31 .E52 2000 vols 1-3

Corsini Encyclopedia of Psychology and Behavioral Science REF BF 31 .E52 2001 vols 1-4. Also online in [EBSCO e-Book Collection](#)

Comprehensive Handbook of Psychological Assessment REF BF 176 .C654 2004

Encyclopedia of Applied Psychology REF BF 636 .E52 2004 vols 1-3. Also online in [Credo](#)

Salem Health: Psychology and Mental Health REF BF 636 .P86 2010 vols 1-5. Also online in [Salem Health](#)

Encyclopedia of Rural America: The Land and Its People REF REF E 169.12 .E5 1997 vols 1-2

Encyclopedia of Appalachia REF F 106 .E53 2006

Encyclopedia of Southern Culture REF F 209 .N47 2006 vols 1-16 (more volumes in progress).

Some volumes online in [EBSCO e-Book Collection](#)

The Greenwood Encyclopedia of American Regional Culture. Also online in [Credo](#)

The Mid-Atlantic Region REF F 106 .M586 2004

The South REF F 209 .S68 2004

West Virginia Encyclopedia REF F 241 .W52 2006

Encyclopedia of North Carolina REF F 254.E54 2006

South Carolina Encyclopedia REF/F/269/.S764/2006

Tennessee Encyclopedia REF F 436 .T525 1998

International Encyclopedia of the Social and Behavioral Sciences REF H 41 .I58 2001 vols 1-26. Also online in [GVRL](#)

Dictionary of The Environment and Sustainable Development REF HC 79 .E5 G518 1996

Blackwell Encyclopedia of Management REF HD 30.15 .B455 2005 vols 1-12

Encyclopedia of Management REF HD 30.15 .E49 2006

International encyclopedia of organization studies REF HD 31 .I564 2008 vols 1-4

Encyclopedia of Leadership REF HD 57.7 .E53 2004 vols 1-4

Encyclopedia of Housing REF HD 7287 .E53 1998

International Encyclopedia of Business and Management REF HF 1001 .I53 2002 vols 1-8

Encyclopedia of Business Ethics and Society REF HF 5387 .E53 2008 vols 1-5. Also online in [GVRL](#)

International Encyclopedia of Social Policy REF HM 18.3 .I58 2006 vols. 1-3

Encyclopedia of Group Processes and Intergroup Relations REF HM 716 .E53 1010 vols 1-2

Encyclopedia of Community REF HM 756 .E53 2003 vols 1-4

Encyclopedia of Environment and Society REF HM 856 .E53 2007 vols 1-5. Also online in [GVRL](#)

Encyclopedia of Social Psychology REF HM 1007 .E53 2007 vols 1-2

Encyclopedia of Human Relationships REF HM 1106 .E53 2009 vols 1-3

Encyclopedia of American Social Movements REF HN 57 .E594 2004 vols 1-4

Class in America: An Encyclopedia REF HN 90 .S6 C564 2007 vols 1-3
Encyclopedia of Urban America: The Cities and Suburbs REF HT 123 .E5 1998 vols 1-3. Also online in [Credo](#)
Encyclopedia of Social Work REF HV 12 .E53 2008 vols 1-4
Encyclopedia of Homelessness REF HV 4493 .E53 2004 vols 1-2
Encyclopedia of Bioethics REF QH 332 .E52 1995 vols 1-5. 2004 edition is online in [GVRL](#)
Encyclopedia of Public Health REF RA 523 .E53 2002 vols 1-4
[Credo Reference](#)
[Gale Virtual Reference Library](#)
[Oxford Reference Online](#)

Statistics

If you need statistics for a state or smaller locality, the sources below may help you.

County and City Data Book, 2007. REF/H/202/.A36/2007
Statistical Abstract of the United States, annual. REF/HA/202/.S8/2010
State and Metropolitan Data Book, 2006. REF/HA/202/.U6724/2006
 Note: Much of the information found in the three sources above can be found at the [American Factfinder](#) (http://factfinder.census.gov/home/saff/main.html?_lang=en) web site.
Cities of the United States, 2001. REF/HT/123/.C49677 (Vol.1: **The South**)
Profiles of Virginia... Statistics, Demographics for 759 Populated Places in Va., 2007. REF/HT/123.5/.V5/P76
Book of the States. Annual. REF/JK/2403/.B6/2010
[VaStat](#) (<http://www.coopercenter.org/econ/VASTAT/>)

A web site run by the Weldon Cooper Center for Public Service at UVA that contains many Va.statistics.

FINDING MATERIAL IN THE CATALOG

Kelly Library belongs to a consortium of libraries known as [HAL](#) (Holston Associated Libraries), and has a [catalog](#) that contains the holdings of its four members (E & H, King College, Washington County Public Library and Tazewell County Public Library). Your valid student ID will let you borrow books from any of these libraries. Besides containing the holdings of four libraries, no matter what format (books, ebooks, DVDs, CDs, maps, etc.), the catalog has other powerful features, such as many ways to search and to limit your search. Look at the following example-- a **subject** search on **community leadership**.

The screenshot shows the search results for 'Community Leadership'. A red arrow points to the search bar where 'Community leadership' is entered. Another red arrow points to the first result, 'The community activist's handbook: a guide to organizing, financing, and publicizing community camps E&H'. The results list includes several titles with their authors and publication years.

Num	Save	Media	Year
1	<input type="checkbox"/>	Book	1971
1	<input type="checkbox"/>	Book	2004
		Book	1951
		Book	c199
2	<input type="checkbox"/>	Book	1964
		Book	1971
		Book	1961

The screenshot shows the full record for the book 'The community leadership handbook: framing ideas, building relationships, and mobilizing resources / by James F. Krile ; with Gordon Curphy and Duane R. Lund.' A red arrow points to the 'SUBJECT' dropdown menu in the search bar. The record details include the author, title, publisher, and a table of contents.

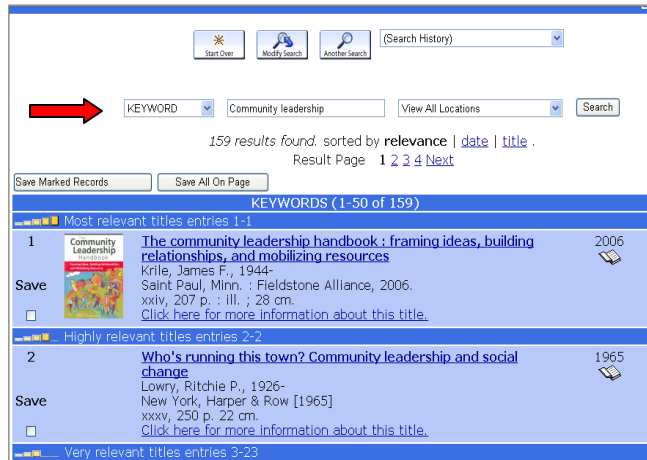
LOCATION	CALL #	STATUS
E&H Main Collection	HM781 .K75 2006	DUE 05-12-10

Descript
xxiv, 207 p. : ill. ; 28 cm.

Contents
Introduction: getting the most from this book -- Insights from the blandin community leadership program -- Community leadership comes with a job description -- Community leadership is not rocket science! -- What you'll find in this book -- Who can use this book -- How to use this book -- Three core competencies for community leadership -- Framing ideas -- How influences what -- Framing is complex -- Framing creates focus -- Building and using social capital -- Community action takes place through human relationships -- Social capital flows through networks -- Social capital comes in two forms -- Mobilizing resources -- Move others to speak and act in support of the goals - Engage people who have access to key networks -- Directly involve large numbers of people

The right screen shot shows the full record from the results on the left. Note that this is a **subject** search. If you do a subject search, and are not pleased with the results, try a **keyword** search. Searching community leadership as keywords yields very different results.

If you are having difficulty finding material in the catalog, please speak with a library staff member, or the librarian on reference duty.



FINDING MATERIAL BY USING DATABASES

Kelly Library subscribes to several periodical databases that will be useful in helping you locate material for research projects in this program. All of them are available through the [A – Z Online Databases](#) list. Kelly Library subscribes to many databases from EBSCO, a library services company. Several of them will contain periodical articles relevant to your research assignments. Try these: [Academic Search Complete](#), [America: History & Life](#), [Business Source Complete](#), [Education Research Complete](#), [Environment Complete](#), [GREENFile](#), [Health Source: Nursing / Academic Edition](#), [Hospitality and Tourism Complete](#), [PsycArticles](#), [PsycInfo](#), [Psychology & Behavioral Sciences Collection](#), and [Women's Studies International](#). They are **partially full-text**, except for *America: History & Life*, and *PsycInfo*, which are databases that index and abstract articles. The user interface in all of these databases is the same, so once you become familiar with one of these EBSCO databases, you will be able to use them all. Take a look at the sample search below from *Academic Search Complete* on **Appalachian region AND community AND leadership OR leaders**.



The first article of the eight results is not full-text; the second item is. Also, please note areas to the left and right of the results list. You can tweak your search by source types, full-text or not, peer-reviewed status, or by

date. For the article that is not full-text, you must check the [Full-Text E-Journals](#) list to determine if it is full-text in another database that Kelly Library subscribes to. There will be more on this later.

Additional periodical databases that should be useful for classes in the MCOL program are [General OneFile](#), [JSTOR](#), and the newspaper databases [America's Newspapers](#), [Factiva](#), [Lexis Nexis](#), and [Newspaper Source Plus](#). *General OneFile* is a multi-subject, partially full-text database similar in scope to *Academic Search Complete*. *JSTOR* is an almost completely full-text database of scholarly periodicals. In addition to large newspaper components, *Factiva* is well-known for its business information and *Lexis Nexis* is noted for its legal information. Let's take a look at a couple of screen shots from *General OneFile*. The search is on **sustainable development AND Appalachia**, and it finds a mixture of magazines, academic journals, news articles.

General OneFile
INFOTRAC

BASIC SEARCH SUBJECT GUIDE SEARCH PUBLICATION SEARCH **ADVANCED SEARCH** PREVIOUS SEARCHES

Advanced Search
Select index(es) and enter term(s) to search

Keyword (ke) sustainable development
Keyword (ke) appalachia
All Text (tx)

Search Clear

limit results:

to documents with full text
 to peer-reviewed publications
 to documents with images

by publication date(s):
 All Dates Before On After Between

by document type:
 Exclude these document types
Abstract
Advertisement
Aerial photograph
Agency overview
Analyst report
Appendix

by publication title:
by publication subject:

Bookmark this Page
Click here to create a bookmark for this page
How to perform an Advanced Search:
Enter your search term(s) in the top-most input box.
Select an index from the drop-down menu (some indexes may be browsed)
Optionally select a logical operator (AND, OR, NOT), enter additional search term(s) and select an index -- you may add as many rows as needed by clicking Add a Row.
Optionally enter one or more search limits (if enabled) to limit your search results using the fields found below the search input boxes.
Optionally enter a date range to find articles published on, before, between or after a date(s).
Click the Search button (clicking Reset removes what you have entered and starts over with a blank form)

BASIC SEARCH SUBJECT GUIDE SEARCH PUBLICATION SEARCH **ADVANCED SEARCH** PREVIOUS SEARCHES

Refine Results

to documents with full text
 to peer-reviewed publications
 to documents with images

Content Types

Magazines (2)
Academic Journals (2)
News (7)

Limit Search by

RELATED SUBJECTS:
Poverty (1)
Economics (1)

DOCUMENT TYPES:

Save All Sort by: Publication Date (Descending)

2 Academic Journal Results for **Advanced Search** KE (sustainable development) And KE (appalachia)

1. **Poverty, sustainability, and the culture of despair: can sustainable development strategies support poverty alleviation in America's most environmentally challenged communities?** Author abstract
Tracy L. Farrigan and Amy K. Glasmeier.
The Annals of the American Academy of Political and Social Science, 590 (Nov. 2003) p131.Word Count:140.
[Abstract](#)

2. **Sustainable Community Development: Studies in Economic, Environmental, and Cultural Revitalization.** Book review
Annabel Kirschner Cook.
Journal of the Community Development Society, 31.1 (Jan. 2000) p142.Word Count:938.
HOFF, MARIE D. (ed.), Sustainable Community Development: Studies in Economic, Environmental, and Cultural Revitalization (Boca Raton, LA: Lewis Publishers, 1998, 249 pp.) Hardback price \$60. Dr. Hoff has edited a diverse ...
[Full-text](#) [PDF page\(s\)](#)
[Inter Library Loan](#)

Tools
[Bookmark](#)
[Create Search Alert](#)
[Share](#)

Note the two academic journal articles. The 2nd one, "Sustainable Community Development..." from *Journal of the Community Development Society*, is **full-text**. The first one, "Poverty, Sustainability, and the Culture of Despair..." from *Annals of the American Academy of Political and Social Science*, is **not full-text** in *GeneralOneFile*. Checking the [Full-Text E-Journals](#) list will tell the user if it is full-text in any other Kelly Library databases.

In the screen shot on the next page, you will see that checking the Full-Text list indicates that *Annals of the AAoP&SS* is **full-text** in *JSTOR* and *Lexis Nexis*, and Kelly Library subscribes to this periodical title in paper. A paper issue from 2003 will be located in the library's **Bound Periodicals** section on the Main Floor.

Emory & Henry
COLLEGE

Full Text E-Journals

Search Title Browse Subject Browse Source List About This Site Report E-Journal Problem

[Return to full title list](#) | [Advanced search](#)

Browsing: Full Text E-Journals

Titles where title name contains 'Annals of the American Academy of Political and Social Science.': 1

Annals of the American Academy of Political and Social Science

*KELLY LIBRARY PRINT HOLDINGS

[JSTOR Arts & Sciences VII Archive Collection](#) 1890 - 2007

[LexisNexis Academic](#) 2000 to present

Titles where title name contains 'Annals of the American Academy of Political and Social Science.': 1

Let's look at the *JSTOR* database. It is a little different from the others in that it is almost 100% full-text, limited to scholarly periodicals, and is archival in nature. That means it does not have the most recent issues of all titles included (the time lag or "moving wall" varies), but it **is full-text** back to volume 1, issue 1 for each periodical title in the database. Below is a sample **advanced** search on **nonprofit management AND leadership**.

JSTOR HOME SEARCH BROWSE MyJSTOR

Search

Advanced Search [View Tutorial](#) | [Search Help](#)

AND

Include only content I can access

Include links to external content

NARROW BY:

ITEM TYPE	DATE RANGE	LANGUAGE
<input checked="" type="checkbox"/> Article	From <input type="text"/>	All Languages
<input type="checkbox"/> Review	To <input type="text"/>	
<input type="checkbox"/> Misc	yyyy, yyyy/mm, yyyy/mm/dd	
<input type="checkbox"/> Pamphlet		

PUBLICATION TITLE

NARROW BY DISCIPLINE AND/OR PUBLICATION TITLE:

- African American Studies (17 titles)
- African Studies (42 titles)
- American Indian Studies (6 titles)
- Anthropology (63 titles)
- Aquatic Sciences (15 titles)
- Archaeology (62 titles)
- Architecture & Architectural History (27 titles)
- Art & Art History (178 titles)

The search resulted in a list of scholarly, full-text articles in the screen shot on the next page. Note that I limited the search to **articles only**, and in the **Narrow by discipline** area, I checked **management and organizational behavior** and **public policy and administration** (out of sight in the screen shot). Any citation that is marked by a **green circle** with a checkmark is full-text in *JSTOR*.

JSTOR: Search Results

Search Results

((nonprofit management) AND (leadership)) AND (cty:(journal) AND ty:(fla)) SEARCH

Search within these results

SHOWING 1-25 OF 806

Sort by Relevance GO Display 25 per page GO MODIFY SEARCH

Show: All results | Only results with images | All content | Only content I can access

Save Citation Email Citation Export Citation Track Citation

Select/unselect all

1. **Can Nonprofit Management Help Answer Public Management's "Big Questions"?** Arthur C. Brooks. *Public Administration Review*, Vol. 62, No. 3 (May - Jun., 2002), pp. 259-266. [Page Scan](#) [PDF](#) [Summary](#)
2. **Balancing Competing Accountability Requirements: Challenges in Performance Improvement of the Nonprofit Human Services Agency** Seok-Eun Kim. *Public Performance & Management Review*, Vol. 29, No. 2 (Dec., 2005), pp. 145-163. [Page Scan](#) [PDF](#) [Summary](#)
3. **Breaches in the Boardroom: Organizational Identity and Conflicts of Commitment in a Nonprofit Organization** Karen Golden-Biddle, Havagreeva Rao. *Organization Science*, Vol. 8, No. 6 (Nov. - Dec., 1997), pp. 593-611. [Page Scan](#) [PDF](#) [Summary](#)
4. **Leadership Style and Incentives** Julio J. Rotemberg, Garth Saloner. *Management Science*, Vol. 39, No. 11 (Nov., 1993), pp. 1299-1318. [Page Scan](#) [PDF](#) [Summary](#)
5. **What Do Nonprofit Organizations Seek? (And Why Should Policymakers Care?)** Arthur C. Brooks. *Journal of Policy Analysis and Management*, Vol. 24, No. 3 (Summer, 2005), pp. 543-558. [Page Scan](#) [PDF](#) [Summary](#)
6. **Leadership in the North American Environmental Sector: Values, Leadership Styles, and Contexts of Environmental Leaders and Their Organizations** Carolyn B. Ford, Susan Harman

Legend:

- Green checkmark: You have access to this content
- Green circle: You have access to part of this content
- Yellow circle: Full text on external site
- Star: Citation access - see [access options](#)

ProQuest Dissertations and Theses

A partially full-text database of nearly 3 million dissertations and theses dating to 1861; nearly half of the citations are full-text. Below is a search on **trails OR paths OR greenways AND recreation**:

ProQuest

Basic Advanced Browse My Research 9 marked items

Databases selected: Dissertations & Theses

Advanced Search Tools: Search Tips 5 Recent

trails OR paths OR greenways Citation and abstract

AND communities Citation and abstract

AND recreation Citation and abstract

Add a row | Remove a row Search Clear

Date range: All dates

Limit results to: Full text documents only

More Search Options

84 documents found for: (trails OR paths OR greenways) AND (communities) AND (recreation) Refine Search Set Up Alert Create RSS Feed

Dissertations

Mark all 0 marked items: Email / Cite / Export Show only full text

1. **Going away to find home: A comparative study of heritage/homeland tourism** by Powers, Jillian L., Ph.D., Duke University, 2011, 313 pages; AAT 3453167 [Abstract](#)
2. **Physical activity and greenway usage among proximate and non-proximate residents** by Davis, Chip R., M.S., East Carolina University, 2011, 87 pages; AAT 1493498 [78 references](#) [Abstract](#) | [Preview](#) (175 K) | [Full Text - PDF](#) (1 MB) | [Order a copy](#)
3. **Psychological Change among Appalachian Trail ThruHikers: An Interpretive Phenomenological analysis** by Ketterer, William Piatt, Psy.D., Antioch University New England, 2011, 130 pages; AAT 3437713 [123 references](#) [Abstract](#) | [Preview](#) (792 K) | [Full Text - PDF](#) (5 MB) | [Order a copy](#)
4. **Sustainable management of the urban forest and green space: A case study in Grambling, LA** by Ford, Martin R., Ph.D., Southern University and Agricultural and Mechanical College, 2011, 268 pages; AAT 3457611 [Abstract](#)
5. **A case study of recommended Marine Sport Tourism Management Strategy for the Taiwan government: From a policy perspective** by Li, Yu Jui, Ph.D., University of Northern Colorado, 2010, 198 pages; AAT 3448552 [Abstract](#)
6. **Bicycle facilities in Highland, Illinois: An assessment of potential users** by Davendonis, Suanne R., M.S. Ed., Southern Illinois University at Carbondale, 2010, 76 pages; AAT 1477403 [Abstract](#) | [Preview](#) (731 K) | [Full Text - PDF](#) (2 MB) | [Order a copy](#)
7. **Economic and ecological impacts associated with recreation on Colorado fourteeners** by Lohman, Greta, M.S., Colorado State University, 2010, 83 pages; AAT 1483934 [78 references](#) [Abstract](#) | [Preview](#) (1 MB) | [Full Text - PDF](#) (3 MB) | [Order a copy](#)

INTERNET RESOURCES

Your professors will most likely have some favorite websites to recommend. Also, the library has selected some high-quality websites; you can find them on the [Subject Resources](#) page grouped into broad areas. If you used only Google previously, you might want to try [Google Scholar \(scholar.google.com\)](#). Of course, apply good judgment and be critical of web sites that are not signed or attributed to an organization, reach undocumented conclusions, or have lots of typographical errors.

REMOTE ACCESS

You can access all of these databases from home. To find directions on how to do this, click on [Off-Campus Access](#) instructions (<http://www.ehc.edu/academics/resources/kelly-library/campus-connection>). It's very easy: just go to the library web page (<http://library.ehc.edu>), and then click on the [Journal Articles and Databases](#) link. When you choose a database to search, you will be asked for your **user name** (jdoe11), which is the first part of your email address (**do not include @ehc.edu**). Then, you will type in your regular network account password. If you are having difficulty accessing the library's databases, please speak with one of the librarians, or contact the Electronic Resources librarian at jhanshew@ehc.edu.

INTERLIBRARY LOAN

Although Kelly Library has many books, periodicals and full-text electronic resources, you will probably find citations to materials not owned by Kelly Library. Our staff will try to obtain these items for you through [interlibrary loan](#) (<http://216.54.119.32/illiad/logon.html>). The ordering system is electronic; you will have to complete a one-time registration before you can request items. If you need help with this, please speak with a library staff member. **Also, please check the catalog (for books and print periodical holdings) and the Full-Text E-Journals list** to make sure Kelly Library does not own the material. Generally, you should allow 5 to 7 working days to receive material requested through interlibrary loan, so plan accordingly. There is **no charge** for the **first fifty requests** per academic year; after that, there is a \$5 minimum (or whatever the lending library charges us).

DOCUMENTATION

As graduate students, you know that whenever you quote an author's exact words or use his or her unique ideas, you must credit that source to avoid plagiarism. Academic fields have various documentation systems to credit the authors. Kelly Library has the *MLA Handbook, Manual for Writers of Term Papers, Theses and Dissertations* (Turabian), *Publication Manual of the American Psychological Association*, and *The Chicago Manual of Style* on permanent reserve at the Circulation Desk. For your classes, use the style your professor requires. Diana Hacker's *A Writer's Reference* (also on permanent reserve) has a good section on the APA, Chicago and MLA styles. If you click on the [Research Tips](#) link, you will seek links to the [Diana Hacker](#) and [Online Writing Lab](#) (OWL) at Purdue University sites.

Remember: If you need help using or locating any of the materials mentioned in this guide, please ask a reference librarian or circulation staff member for assistance. If that staff member cannot help you, he or she will direct you to someone who can. We are here to help you with your information needs.

Kelly Library is open 92.5 hours a week during the regular semester, and a reference librarian is available until 10pm Sunday-Thursday, and all day Friday and Saturday. Special hours during breaks and between semesters are posted on [Hours](#) link.

The **librarians** are: **Jane** Caldwell, **Patty** Greany, **Jody** Hanshew, and **Janet** Kirby. The **Circulation Desk** staff members are: **David** Lyons, **Pat** Maiden, **Shelby** Smith, **Tonya** White, and **Stephen** Woodward. The **Library Director** and **CIO** is Lorraine Abraham.

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