Join at

Or

Search Vevox in the app store

ID: 180-108-741
Finding information for your assignments

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By the end of the session you will be able to:

• USE full text electronic resources via the library website to gather information to write an assignment

• implementing effective techniques for searching these resources

• how to evaluate the information found

• Understand why you must reference, using software if necessary
LibGuides@Southampton

You will find information on …

- Assignment planner
- Online training
- Subject Pages
- Academic Skills

Via Library tab on SUSSED or
http://library.soton.ac.uk
Online training: finding good library stuff online!

http://library.soton.ac.uk/online-skills

Listen and watch the following self-paced activities in your own time:

• Finding journals articles and more
• Search Strategies
• Referencing
What sources did you use for your recent assignment?
Use **YOUR** subject LibGuide to find the right resources:

Links to key online resources for information from

- **KEY** Databases & Journal articles
- Websites
- Skills for success i.e. help and training

- Search the resources available here at
  
  http://library.soton.ac.uk/ecs
Key Subject Resources

These are the key databases we recommend that you use, a more complete list is available from our ECS Finding Useful Articles & Databases page. All electronic resources can be accessed off-campus through the Southampton Virtual Environment (SVE).

Full text databases

- ACM Digital Library
  Full text access to the Association of Computing Machinery journals and conferences - this includes all current content and in many cases a full backfile (to the 1950s in some cases).
- IEEE Xplore
  Full text access to all IET and IEEE journals and conferences since 1988 and all active and archival (but not draft) IEEE standards.
- Lecture Notes in Computer Science (LNCS)
  Reports new developments in computer science and information technology research and teaching. Full text available from 1975 - present day. LNCS also includes the sub-series LNAI (in Artificial Intelligence) and LNBI (in Bio-informatics).
- Other Databases for more focused and detailed searching.

NEW RESOURCES:

- Cambridge Core Journals providing access to 380 peer-reviewed Cambridge University Press e-journals and their digitised archives
- Oxford Scholarship Online - over 15,000 e-books from Oxford University Press
Up to date, electronic resources …

Databases - why do we use them

• link to up to date information from peer reviewed academic ‘magazines’ called journals or periodicals
• are usually well indexed enabling you to search in detail
• contain abstracts summarising the articles retrieved
• often link directly to the full text if it is available electronically
FULL TEXT databases
library.soton.ac.uk/ecs

- Lecture Notes in Computer Science
- IEEE Xplore
- ACM Digital Library
- DelphiS

Key Databases - Google and beyond!

Don’t just rely on what your tutors recommend – search independently for academic, quality information!

Improve your marks by keeping up to date and using research from journal articles, reports and conferences. For quick and easy access to actual articles use the Databases listed below.

Links to other useful databases can be found on the Finding Useful Articles tab in this guide.

- ACM Digital Library
  Full text access to the Association of Computing Machinery’s journals and conferences - this includes all current content and in many cases a full backfile (to the 1950s in some cases)

- IEEE Xplore
  Full text access to all IET and IEEE journals and conferences since 1988 and all current IEEE standards

- Lecture Notes in Computer Science (LNCS)
  Reports new developments in computer science and information technology research and teaching. Full text available from 1975 - present day. LNCS also includes the sub-series LNAI (in Artificial Intelligence) and LNB (in Bio-informatics).
Developing a search strategy

• Planning your search before you start will save you time and get better results

• You may need to make changes to your search strategy after you try it out

• You can use the same search strategy across different databases
Where to begin

• Write down your topic or research question

• Identify concepts (keywords) in your question

• Think of alternative keywords (synonyms)

• Identify ways of refining your search
SEARCH TIPS : The basics

Start simple – with a few keywords

- Then look at the results – do you need?:
  - more relevance – be more specific
  - more results - broaden your search
  - more manageable numbers – restrict by date or publication
- N.B. aim for about 50-150 results

PLAN YOUR SEARCH!
SEARCH Tools: refining your search

- Use Boolean operators to combine search terms
  - AND, OR, NOT

- Use truncation, stemming and wild cards
  - e.g. electron *
  - Symbols vary

- Use exact phrases
  - e.g. graphical user interface

- Enclose exact phrases in quotation marks in some cases
  - Enclose in quotes “agile teams”
Ontology-based similarity measures developed regarding the semantic web. Select key concepts

1. ontology-based measures, semantics

2. semantic web, ontology

3. similarity, ontology, web

4. ontology measures, semantic web
Research topic

Ontology-based similarity measures developed with regard to the semantic web

Identify the main concepts

- semantic web
- ontology

Having looked up the subject, I would also add

- web ontology language
Use Boolean operators when searching

Everyone stand up

Continue standing if you are wearing footwear such as VANS/CONVERSE/TRAINERS

Vans/Converse/Trainers = semantic web
Boolean Searching

... continue standing if the Vans/Converse you are wearing are ‘high tops’

ie wearing BOTH high tops AND converse/vans/trainers

we are narrowing down our search using the BOOLEAN AND

ie Semantic web AND ontology

High tops = ontology
Boolean Searching

continue standing if your footwear is also black

wearing BOTH high tops AND converse etc which are black

making it much quite a specific search

Semantic web AND ontology AND web ontology language

black = web ontology language
Boolean Searching

• All sit down again to ‘clear’ our search history
Alternatives: synonyms; phrases; truncation

- web ontology language  OWL
- Semantic web  Semantic networks
- Ontology  Ontologies
Combining keywords and their synonyms

Web ontology language OR OWL
AND
Semantic web OR semantic networks
AND
Ontolog*
Phrase searching

• If you want to find the exact phrase, e.g. web ontology language, in exactly that order

• use “quotation marks” ie “web ontology language” will find those words in exactly that order

• Most search engines use this (try it in Google!)
Refining your search

Many databases will let you limit your search, e.g. by:

- Year
- Type of Publication
- Language

Look at the different databases to see what they offer
Found too few results?

- Think of more synonyms
- Think about different spellings
- Try a different database
Found too many results?

• Try adding more keywords using **and**

• Change the search field, e.g. just search in the abstract

• Restrict the material by date, e.g. last five years only
Searching databases

• The Library has lots of different databases. You can find the ones for your subject on the following page:
  - http://library.soton.ac.uk/ecs/
• There is a brief description of each database
• Most databases have a tutorial to show you how to use them
• Look for the ❓
• If your research topic is more interdisciplinary, try looking at other subject pages
RECORD your searches

Why?
- To clarify with supervisor you are ‘on the right track’
- Acting with Academic Integrity
  - acknowledging the work of others
  - enable others to trace your line of research
- Avoid Plagiarism
  “Evidence of plagiarism will result in a mark of 0%”
It’s important to reference when?

• you paraphrase or summarise the work of others

• you quote another person’s work

• you discuss or analyse the work of others
Paraphrasing and summarising

• Paraphrasing – reading and understanding another person’s work and then conveying the content and meaning in your own words

• Summarising – drawing out the key points or main arguments of the original text, significantly reducing its length
## Example reference list

<table>
<thead>
<tr>
<th>Reference</th>
<th>Details</th>
</tr>
</thead>
</table>

## Further guidance

- see [Web pages](http://www.bbc.co.uk/energy).
- see [Chapters or sections of edited books](http://www.doe.gov.uk).
- see [Pamphlets](http://www.amazon.co.uk/Kindle-ebooks).
- see [Departmental publications](http://www.amazon.co.uk/Kindle-ebooks).
- see [Newspaper articles](http://www.amazon.co.uk/Kindle-ebooks).
- see [Journal articles](http://www.amazon.co.uk/Kindle-ebooks).

'Downloaded' signifies that the ebook is held on your own device.

see [Electronic books (ebooks)](http://www.amazon.co.uk/Kindle-ebooks).
What is citing and referencing?

When you use ideas or information from sources such as books, journals, webpages, film or other materials in your writing, you need to show in your document where the information came from. For further information see the explanation in Cite Them Right Online.

Why do I need to do it?

Citing and referencing your work correctly is essential. If you acknowledge the work of others you are acting with academic integrity and taking steps to avoid plagiarising someone else's work. You are also allowing your reader to trace your line of research.

Do I have to do it in a particular way for my academic unit?

At the University of Southampton academic units or disciplines recommend which style you should use in your work. Check the information here to find which style you should use.

Find your style...

IEEE - A numbered style from the IEEE. The IEEE Computer Society has its own guidance which is similar to that of IEEE but differs in some respects.

Style Guides

IEEE - The 2014 style manual provides general editing guidelines for IEEE Transactions, Journals, and Letters. See Editing References, pages 34-47, which demonstrates in text citations and gives the basic guidelines for citing a variety of materials. A list of IEEE publication names and reference abbreviations plus much more are also given.

- IEEE Editorial Style Manual
- IEEE Computer Society - The 2016 style guide is similar to the IEEE Citation Reference guide but clarifies the editorial styles and standards that the Computer Society’s publications use. See References, pages 32-40, which consists of 2 subsections giving examples of most of the reference types that arise in Computer Society publications and then explains the policies and style principles underlying the formats. Use the IEEE Editorial Style Manual for a demonstration of in text citations.

Building a reference

• Do you have all the necessary information?
  – Names of authors
  – Title of work
  – Title of journal/proceedings
  – Volume/issue number (if it’s a journal article)
  – Page range
  – Year of publication

• What sort of thing are you referencing?
  – Different rules for books, journal articles, etc

What referencing style are you using?
Reference management software

- Search databases and export references
- Build a personal reference library
- Organise your PDFs
- Insert citations and build bibliography
- Keep research notes and copyright permissions on articles
- Can easily share your references with your group

- There are many different reference management solutions
  [http://library.soton.ac.uk/sash/referencing-software](http://library.soton.ac.uk/sash/referencing-software)
- The Library supports Endnote
Referencing Software

Referencing software or apps allow you to collect and organise citations and references from your literature search and then insert them into your document formatted in whichever style you choose.

EndNote is fully supported in the University - but there are free alternatives that you can explore for yourself, including Mendeley, Zotero and BibTex.

Which one should I choose?

Any one of the tools will be helpful. Use the information in this guide to help you decide which one will be compatible with your work flow and flexible enough to meet your needs. Use the What is your workflow? checklist in the resources on the right to consider how best you like to work.

Also consider which of the tools others in your research group, discipline or field are already using. Will you need to share references with colleagues or collaborate with other researchers?

You can switch between the tools, it just becomes less convenient; the longer you use a tool and the more file attachments you collect.

Which one?

- EndNote Online
- EndNote (desktop)
- Mendeley
- Zotero
- BibTeX

DelphiS

Use the information in this guide to help you decide which one will be compatible with your work flow and flexible enough to meet your needs.

Caution!

Remember that no available style in a reference management tool will format every reference perfectly, especially if you use an in-browser tool to extract reference information from a webpage.

You may need to add, amend or remove elements of the reference, either manually within the reference management tool, or once your list is exported to Word.

Always proofread your work before submission.
Off campus access

To access the e-resources off campus or on your laptop set up the following:

• **SVE** (Southampton Virtual Environment)
• Check the iSolutions pages for more information:
Vevox 180-108-741

• Answer the following questions
Why do we use journal articles?

1. Keeps you up to date with research published in wider world

2. Good for general out of date information

3. Can be found easily using Google Scholar

4. Easy to cut and paste information
Why do we reference? Select 1 or more answers

Vote for up to 3 choices

1. Allow the reader to trace your line of research
   - (% = Percentage of Voters)
   - 0%

2. Taking steps to avoid plagiarism
   - 0%

3. To acknowledge someone else's work
   - 0%

4. Cutting and pasting ensures I give the correct information
   - 0%
What sources will you be using for your next assignment?
Which of the following describes this lecture for you?

1. ★★★★★
2. ★★★★
3. ★★★
4. ★★
5. ★
Get Help…

- Email: libenqs@soton.ac.uk
- Go to your subject pages: library.soton.ac.uk/ecs
- Ask at Help Desks & the Academic Skills Hub
- Live chat
Setting you on the road to success. Academic Skills Hub

Information and guidance on:
- Academic integrity
- Exam preparation
- Presentation skills
- Academic writing
- Critical thinking
- Referencing

Drop in at the Hartley Library
No appointments necessary!
Open Mon-Fri
1000-1200 & 1400-1600

Go to: library.soton.ac.uk/sash
To recap: you should be able to

- Access key information about library services and resources
- Find books and journal articles relevant to your studies
- Access subject specific and subject relevant resources
- Search for and find resources useful for your assignments
- Know where you can get further help and support
YOUR QUESTIONS