

Quick Guide to Library Research:

Getting Started

Remember! The earlier you start, the more time you will have to find enough information for your project

Making Plan

Consider:

- How detailed will your research have to be?
- How long does your paper have to be?
- What subject areas are involved?
- What types of information/resources is needed?
- Where will you find your resources?

Developing Search

Actions:

- Get familiar with your campus library
- Talk to your MSTC library staff
- Find out what resources you will get from your library
- Choose a topic and approved by your instructor
- Select your information resources

Identifying Resources

- Reference Resources
- Books
- Scholarly and Professional Journals
- Popular Magazines
- Newspapers
- Internet Resources
- Audio, Visual, and Non-Print Resources

Gathering Information

Reference Sources:

- MSTC Library Catalog
- Other Library Catalogs

Scholarly and Popular Journals (starting points or most subjects):

- OmniFull Text Select
- EBSCOhost All Databases

Newspapers

- Badgerlink: Library and Information Resources for Wisconsin
- ProQuest Newspapers

Evaluating Your Resources

Who is the author? – Check the author's credentials

What audience was it written for?

Is the information current and/or biased?

Is the level of the information appropriate for your project?

Is there is a list of references and bibliography cited by the author?

APA Writing Format:

American Psychological Association (APA) style is a widely-accepted style of documentation for written research reports, academic term papers, theses, and dissertations, and for scholarly manuscripts submitted for publication in Psychology, Sociology, Business, Economics, Nursing, Social Work, and Criminology, and other disciplines of the Social Sciences, and in some fields that cross disciplinary boundaries, such as Communications and Media Studies.

This guide is intended as a quick reference to citing in a reference list some of the most common types of materials in APA format. For in-text citations, consult the *Publication Manual of the American Psychological Association*, which is available for student use at MSTC campus libraries. The call number of the book is **BF 76.7 .C66 2005**. Hanging indents – it means the second line is indented – are acceptable, but **check with your instructor to learn more about the citation style required for your course or discipline.**

Book by a single author:

Taylor, S. A. (2003). *Culture shock! France*. Portland.: Graphic Arts Center.

Book by two authors:

Draine, C., & Hall, B. (2000). *Culture shock! Indonesia*. Portland.: Graphic Arts Center.

Edited Book:

Tsim, T. L., & Wong, C. Y. (Eds.) (1991). *The other Hong Kong Reports*. Hong Kong: The Chinese University Press.

Book, no author or editor.

The world book (2006). New York: Crown.

Multivolume edited work:

Tse, S. (Ed.) (1989-1995). *Hong Kong taxation: regulations and practice* (Vols. 1-7). Hong Kong: Hong Kong University Press.

Article or chapter in edited work:

Munan, H. L. (2001). French culture and society. In G. H. Brame (Ed.), *Living & working in France* (pp. 3-26). New York: McGraw-Hill.

Chapter in a volume in a series:

McMillan, E.E., & Jones, C. (1999). Socialization in the context of the family. In P. H. Mussen (Series Ed.) & B. K. Hetherington (Vol. Ed.), *International handbook of child psychology: Vol.3. Socialization, personality, and social development* (3rd ed., pp. 132-168). New York: Wiley.

Journal article:

Charter, F. W. (2005). An overview of Japanese ancient art. *Fine Arts*, 18 (2), 78-80.

Magazine article:

Plopper, C. B. (2003, April 14). The myth of media violence. *Newsweek*, 262, 33-36.

Newspaper article:

Yesterday, today and tomorrow. (2004, July 11). *Kansas City Star*, p. B3.

Article in a reference book:

Quinn, T. L. (1998). Morning rituals. In M. Leach & J. Fried (Eds.) *Funk and Wagnalls standard dictionary of folklore, mythology, and legend* (Vol. 2, pp. 456-458). New York: Crowell.

Government document (agency as author):

U.S. Department of Education. (2001). *Youth indicators 2000: trends in the well-being of American youth*. Washington, DC: Author.

World Wide Web site:

Wong, H. P. (2007). *Chinese brush paintings*. Retrieved August 8, 2007, from <http://www.hpwong.com.hk>

Note: The date in parentheses is the date of last update or copyright (if available)

Journal article from full-text databases:

Jacobson, D. (2007). A wiser wiki. *Journal of Computer Science* 68, 1019. Retrieved from ProQuest Research Library database.

For more information on APA style, please visit these useful electronic links:

<http://library.uncg.edu/depts/ref/handouts/APAStyleQuickReference.pdf>

<http://library.west.asu.edu/refguides/citations/apa.html>

http://www.jccc.net/home/download/8709/APA_Handout.pdf

<http://www.apastyle.org/electext.html>