Before you get started...

**Set up your accounts**
See the Libraries’ “My Accounts” tab for links and instructions for setting up your My Record PIN and an InterLibrary Loan account. You’ll need both accounts to make full use of the Libraries’ resources.

**Off-Campus Access**
With your library accounts set up, and your CSU ename and epassword (the same credentials that you use to log on to RamWeb), you can do everything demonstrated today from any computer on/off the campus network.

**Library Hours**
Monday-Thursday 7:30 AM—Midnight
Friday 7:30 AM-10:00 PM
Saturday 9:00 AM-10:00 PM

How to find help

The Help Desk can:
* Refer you to a subject-specialist librarian
* Assist you in small or big printing projects
* Get you started on your research
* Help you find your way through the library building

Research Guides
Find these guides on our website to access resources specialized in a variety of subject areas compiled by librarians. Find recommended databases, websites, journals, and more for your subject area, and find the contact information for your librarian.

Technical Support Services can:
* Provide personal computer support
* Provide fee-based computer repair services
* Assist you with troubleshooting for central services, such as RAMCT, eID, e-mail and other central services
At-a-glance

Books+
* Search books, journal titles and other materials at CSU Libraries and online
* Book loan periods: 4 weeks for undergraduates; 6 months for graduates
  (unless another CSU Libraries user recalls the book, you will receive a notice
to return the item)

Articles & Databases
* Search for databases by research topic area or by database title
* Quick links to general databases

Journal Titles
* Search for known journal titles
* Search by journal title or by subject

Reserves
* Search for print or electronic material placed in reserve by your instructor
* Search by course or by instructor

Guides
* Subject guides and useful resources compiled by your friendly librarians
* Search for guides by title, subject, or librarian
* Web address to my guide: http://libguides.colostate.edu/jimenasagas

General Search Tips
* “ ” = Enclose a common phrase in quotation marks to search only that
  exact phrase. For example, “social media”.
* * = Truncate with an asterisk to search for several terms at once. For
  example, use advertis* to search for the terms advertising or advertisement.
* Use the terms AND, OR, NOT to expand or limit your search results.
* Evaluate what you find by remembering the 3 R’s: Relevancy, Reliability,
  and Recency.
Section A: Research Topic & Related Terms
1. What is your research question? Or topic? How would you describe it to a friend?

2. What do you already know about your topic?

3. What do you want to know about your topic? What is making you curious?

Section B: Google, Wikipedia, Google Scholar
1. When you “Google” topic or read about it on Wikipedia, what are the themes you’re noticing? What words do you keep reading over and over again?

2. Write your new search string based on the tips demonstrated during the library session.

3. Who is involved in your topic? Who cares about it? Ask yourself, which organizations or individuals may be writing about, speaking about, or otherwise engaged in this topic?
**Section C: Organize what you’ve learned**

a. List the individual keywords that describe your topic. Provide, where possible, related terms (synonyms), broader terms, and narrower terms.

<table>
<thead>
<tr>
<th>Keyword</th>
<th>Related Terms</th>
<th>Broader Terms</th>
<th>Narrower Terms</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

b. Map your concepts with a concept map.
Section D: Reference Sources

1. Gale Virtual Reference Library
   a. List a title of an encyclopedia or chapter in an encyclopedia that could be useful for your research.

2. CQ Researcher
   a. List one report title that could be useful for your research.

Section E: Academic Databases

1. Search the databases by subject. List two databases that could be useful for your research.

2. Which concepts are you interested in using? Separate your concepts below.

   Concept 1: ____________________________________________________
   Concept 2: ____________________________________________________
   Concept 3: ____________________________________________________

3. Expand on each concept above using new keywords.

4. Print, e-mail or save at least one article that could be useful for your research.

Section F: Searching for a Journal Title

Using the “Journal Titles” tab on the Library’s homepage, search for an article related to your topic in any of the following journals. Write the citation for the article you found below.

American Journal of Sociology
Social Forces
American Sociological Review
Sociology of Education
Sociological Quarterly
Section G. Reflection

State your research question or topic with the new or refined concepts you learned after searching in the library databases and Google/Google Scholar. If you are ready, write a thesis statement.