Troy University Library Presentation
SOCIAL SCIENCES

The Library provides materials and services to support the programs of Troy University and has a staff of professional librarians to assist you in using its resources. The Troy University Libraries online presence is located at http://trojan.troy.edu/library/.

This guide is directed toward those studying Anthropology, Geography, Social Science Education, Social Sciences, and Sociology.

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This guide updated 11/11/15 by Mr. Jay Brandes, Global Campus Librarian

ASSISTANCE

In Person

Students located near the Dothan, Montgomery, and Troy Campuses of Troy University can make use of their local TROY Library.

Library operating hours are posted online. Visit the Troy University Libraries home page, http://trojan.troy.edu/library/ and select your location.

Live Chat

Live Chat is an online chat service, available during the hours of operation of the Troy Campus Library. To access Live Chat, click the "Have a Question?" image on the TROY Library site.

Telephone

Students at the Alabama Campuses of Troy University can call their TROY Library.

Dothan Campus: 334-983-6556 (extension 1321) – Ms. Donna Miller, Reference Librarian

Montgomery Campus: 334-241-8605 (Reference) or 334-241-9576 (Circulation Desk)

Phenix City Campus students should call the Reference Desk of the Troy Campus Library: 334-670-3255

Troy Campus: 334-670-3255 (Reference Desk)

Students studying at a distance can contact the Library by telephone.

Troy Campus Reference Desk: 334-670-3255.

Global Campus Librarian, Mr. Jay Brandes: 800-800-9660.

Email

Dothan Campus: dmiller@troy.edu (Ms. Donna Miller, Reference Librarian)

Global Campus: jayb777@troy.edu (Mr. Jay Brandes, Global Campus Librarian)

Montgomery Campus: libhelpmont@troy.edu

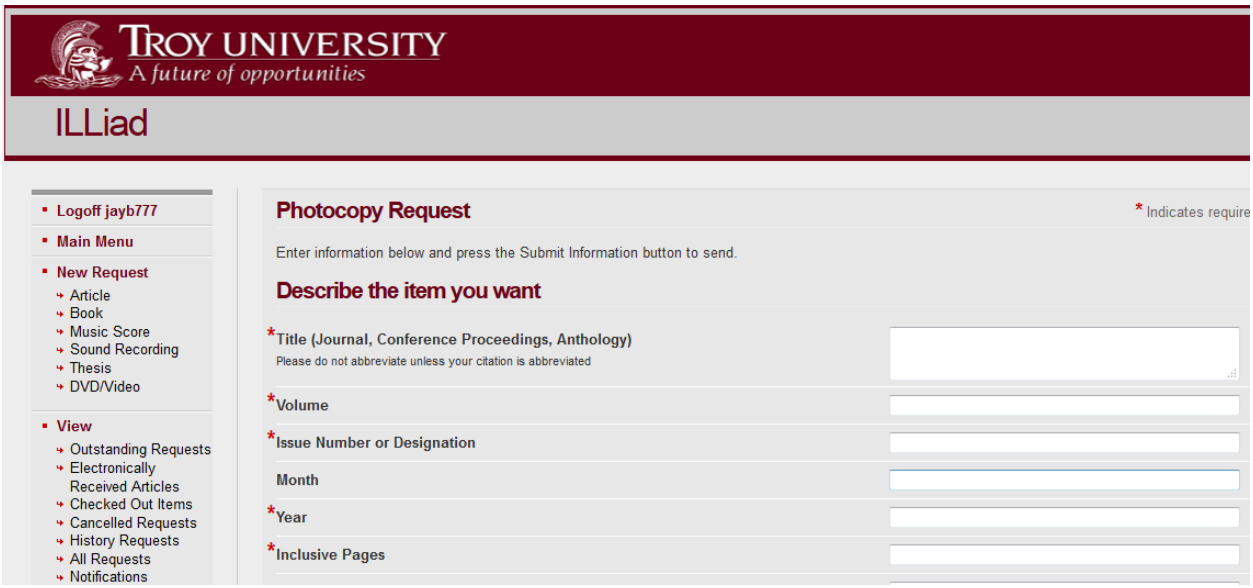
Troy Campus: libhelp@troy.edu

INTERLIBRARY LOAN (ILL)

Books and journal articles that are not available online or at your local library may be requested through Interlibrary Loan (ILL). Interlibrary Loan is a service that allows you to borrow books and photocopies of journal articles. To use this service, click on "Interlibrary Loan (ILL)" on the Library home page.

For ILL policies and procedures use the link "Interlibrary Loan (ILL) Policies" on the library home page.

- Usually no cost
- Articles are delivered electronically
- Books sent via mail (student responsible for timely return)
- Start your research early to allow lead time for ILL service



JOURNAL DATABASES

Databases are linked from the Library home page. To access TROY's Library databases, you will use your Trojan Web Express username/password.

Databases for a Quick Start

In which databases you search will depend greatly on the topic at hand. If you have a criminal justice topic, for example, you will want to add a criminal justice database to the list of places you search.

- *ProQuest Central.* This one database groups together a number of databases from the ProQuest Company.
- *Academic Search Complete.* This social science database is one of the most frequently used databases from the Ebsco Company. (**Give it a try!** You can search *Academic Search Complete* and *SocINDEX with Full Text.* simultaneously by clicking "Choose databases" after you have logged into either database.)
- *SocINDEX with Full Text.* This social sciences database is from the Ebsco Company. (**Give it a try!** You can search *Academic Search Complete* and *SocINDEX with Full Text* simultaneously by clicking "Choose databases" after you have logged into either database.)

These next four databases are more narrowly focused than the ones above, but contain high quality information that is worth the effort of searching for.

- Wiley Online Library
- Sage Journals
- JSOR Arts and Sciences Collections
- Project MUSE

Video Show-and-Tell

See a video demonstration—**well worth your time**—of Library Resources http://troy.libguides.com/cas

Major Databases

General databases:
Academic Search Complete; GeneralOne File; General Reference Center Gold; JSTOR Arts and Sciences Collections; ProQuest Central; ProQuest Research Library; Wiley Online Library

Reference databases:
Credo Reference; Encyclopaedia Britannica

Current news/pro versus con databases:
Newspaper Source; Opposing Viewpoints; ProQuest Newspapers; Regional Business News; *CQ Researcher (archival coverage only)

Topical Databases:

Business:

ABI/Inform; Business Index ASAP; Business Insights Essentials; Business Source Premier; Business Source Premier with Enhanced Interface; Gale Business Collection

Criminal Justice:

Military and Government Collection; ProQuest Criminal Justice

eBooks:

eBook Collection; eBook Library; PsycBooks

Environment:

Environment Complete

Government documents:

ProQuest Core Congressional Materials

Legal:

Lexis Nexis Academic Universe; WestlawNext

Public Relations:

Communications and Mass Media Complete

Sociology, Social Work, Social Justice, etc.:

Ethnic NewsWatch Complete; PILOTS (Published Literature on Traumatic Stress); ProQuest Psychology Journals; PsycArticles; PsycInfo; SAGE Journals Online; SocIndex with Full Text

LOCATING A SPECIFIC JOURNAL OR ARTICLE

HOW DO I KNOW IF A SPECIFIC *JOURNAL* IS AVAILABLE ONLINE, IN THE TROY-PROVIDED LIBRARY DATABASES? You can always call, email, or chat with the Library, and we will tell you.

The primary way to check is to use the search tool named *Citation Linker*, which is linked on the Library home page. This is how it works; you tell *Citation Linker*, what you want, e.g., *Public Administration Review*, and, if available in our databases, *Citation Linker* will tell you where it is, and will link you to the databases in which the journal is located.

Give it a try! Go to *Citation Linker*, search for *Public Administration Review*, and see what happens.

HOW DO I KNOW IF A SPECIFIC *ARTICLE* IS AVAILABLE ONLINE, IN THE TROY-PROVIDED LIBRARY DATABASES? You can always ask the Library.

The primary way to check is to use the search tool named *Citation Linker*, which is linked on the Library home page. Let's say the article we want is:

> Gibbs Springer, C. (2012). Resilience in emergency management research. *Public Administration Review*, *72*(4), 548–549.

From the Library home page, go to *Citation Linker*. It is a good practice to start off by looking first to see if the Library has the journal.

Do we have *PAR*? Yes, we do, from March of 1965 until one year ago. So now do the search for the specific article. Search by journal title, volume, issue, and starting page number. That is all you should need; adding more information may hurt, not help, the search.

The result of the search is a link to the text of the article. If an article is not available online, that is the time to request an interlibrary loan (ILL). ILL is quick and easy.

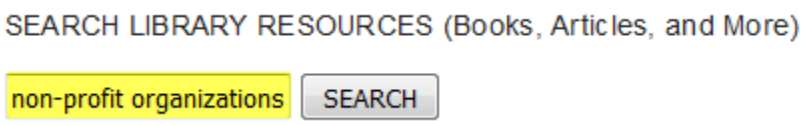
PRINT BOOKS AND MORE

The search box that resides directly on the Library home page is the Library's discovery search tool—it is an index that includes listings of TROY and non-TROY books and other physical and electronic resources, as well as indexing of articles from some, but not all, of TROY's databases.

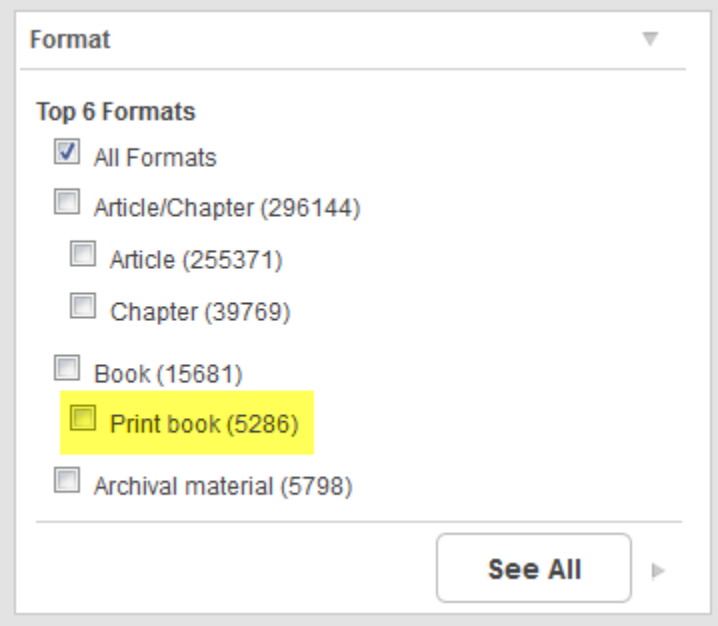
This search box can be used to search for journal articles, but such a search may not be as beneficial as searching the databases independently. (It is quick, but not as complete or accurate as separate database searches.)

Using the Search Library Resources box (our discovery tool) is, however, the way to search for books.

The following is a sample search for the term, *non-profit organizations*.



After the search is completed, the left-side menu can be used to limit the results to print books. By default, TROY-owned books are shown first. Electronic books owned by TROY can be accessed online. Print books may be requested by ILL.



WRITING AND DOCUMENTATION

- If in doubt, always check with your instructor. He or she is the final word on how you should prepare your papers.

- **Please:** Online citation generators, including/especially those found in the library databases **will not** create correctly formatted references. Do not trust them.

- The Troy University Library has guides to assist you in documenting information from library databases (books and articles) using the documentation styles most frequently used by TROY instructors: American Psychological Association style, Modern Language Association style, Chicago Manual of Style, and Turabian. Look in the Information and Help section of the Library's web site.

- You have an Online Writing Center that you access via the Trojan Café in Blackboard. Click "Student Resources" after you log in to Blackboard and then look for the Café.

- The Troy Campus Writing Center's online address is http://trojan.troy.edu/writingcenter/. The Writing Center has guides for Research/Documentation, Special Kinds of Writing, Grammar/Mechanics, and The Writing Process.