Myuni and Blackboard

- **https://myuni.swan.ac.uk/** - The online hub for your Swansea experience. Login here to access.
- Blackboard
- Email
- Intranet
- iFind
- Library Guides
- Submit Assignments to Turnitin
- Grades
Learning Objectives:-
Demonstrate ability to carry out research independently and to use that information in academic work successfully.

- How to search for relevant literature and use the best resources
- Demonstrate skills in obtaining information from various sources of data
- Demonstrate ability to assess and evaluate sources of information
Preparing Essays, Dissertations or Coursework

- The Assignment Survival Kit
  [http://lisweb.swan.ac.uk/ask/](http://lisweb.swan.ac.uk/ask/)
- Being faced with your first assignment at University can be a little bit scary.
- ASK might help you to cope!
- It helps you to plan your time and the steps you might need to follow to survive and produce your first piece of assessed work.
Criminology Library Guide

- Contains links to key resources and guides to using them
- Contact details for your library team if you need help with researching.
Referencing - how to do it ...

- When writing an assignment or dissertation your own thoughts and ideas build on those of other writers and researchers. It is essential that you acknowledge those sources of information by:
  - Acknowledging the source within the text
  - Giving full details of each item consulted in a bibliography
Referencing – why bother?

- It enables the reader to follow up the references and find the book or journal article in a library.
- It enables the examiner or supervisor to check the accuracy of the information.
- It demonstrates to the examiner that you have read widely a range of opinions.
- It avoids plagiarism (using someone else’s ideas as your own.)
Referencing using Harvard style

Your referencing Style = Harvard

Harvard is an author date style (Neilson, 2016)

Journal:

Book:
Helpful Bibliographic Software

Getting Started with EndNote Web

1 Collect
Collect references from electronic and traditional sources.
- Search online database
- Create a reference manually
- Import references

2 Organize
Organize your references for your research topics and papers.
- Create a new group
- Share a group
- Find duplicate references

3 Format
Create a formatted bibliography for your paper or cite references while you write.
- Create a formatted bibliography
- Cite While You Write™ Plug-In
- Format a paper

If you need help on using Endnote – there’s a library guide!
http://libguides.swansea.ac.uk/endnote
Why EndNote Web?

- Easy system to manage your references
- Import references from the library catalogue / databases = no typing in needed!
- Format a bibliography in the right style
- Links up with Word as you write your assignment
- Download at...
  http://myendnoteweb.com
- Swansea Uni Endnote help at...
  http://libguides.swansea.ac.uk/endnote
- Particularly useful as Harvard is sadly NOT a style supported by the library
Choice & Use of source material:

- Should provide evidence that you have done reading relevant to the assessment topic and accessed a range of sources that would be considered academically appropriate (e.g. books, chapters, journal articles, academic and official websites), rather than relying on lecture notes or less reliable sources such as newspapers and non-academic or non-official websites.

- When possible, use primary sources (e.g. original texts/monographs, journal articles) rather than secondary sources (e.g. textbooks that describe/report arguments made by others rather than making original arguments).
To look for books and journals use iFind Books and More.
To look for full text articles within journals use iFind Articles and More.
If we don’t have the article you need request it from Document Supply Service.
For a more in-depth and focused search for information on your topic (eg. articles, statistics) use online databases such as ASSIA/Web of Science/IBSS.
Search Strategies

- Alternative search terms e.g. ‘Program’ instead of ‘Policy’
- Boolean Search - ‘And’ ‘Or’ ‘Not’
- Phrase Searching “Corporate Manslaughter”
Search Tips

- **Narrow** search e.g. Crime **AND** Cities
- **Widen** search e.g. Crime **OR** Assault
- **Exclude words** e.g. Crime **NOT** rape
- **Search for phrases** e.g. “Violent crime”
- **Broaden** search e.g. Violen* (finds violence, violent, etc)
Useful Websites

- Howard League for Penal Reform
- British Society of Criminology
- World Justice Information Network
- Home Office
- Legislation.gov.uk
Statistical Data

- Office for National Statistics (ONS)
  [http://www.ons.gov.uk](http://www.ons.gov.uk)
- Home Office Statistics
- Crime Survey for England & Wales
  [www.crimesurvey.co.uk/](http://www.crimesurvey.co.uk/)
- Crime in England & Wales statistical Bulletins
  [https://www.ons.gov.uk/peoplepopulationandcommunity/crimeandjustice/bulletins/crimeinenglandandwales/previousReleases](https://www.ons.gov.uk/peoplepopulationandcommunity/crimeandjustice/bulletins/crimeinenglandandwales/previousReleases)
- UKCrimeStats
Evaluating sources? Think CRAP

- Current
- Reliable
- Academic/Authority
- Purpose
You will be given paper version to quiz to take around the library to find the answers.

Answer the questions using information from this session, iFind, and the library webpages.

Log onto Blackboard, go into Module ASC100 and click on Library Quiz.

Answer the questions in the online quiz and click on Save & Submit.

At that point you have completed the quiz.

You do not have to submit the paper version of the quiz.
Need help? Just ask!

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/SwanseaUniLib  @SwanseaUniLib