

# GET THE INFOEDGE Learning Services

Year

## Aims

• To provide an introduction to Edge Hill University Library resources and information literacy skills required for library research.

## Objectives

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

- Locate a list of resources, support and guides on Learning Edge & Learning Services Web pages.
- Use the library catalogue to find resources including e-books.
- Access your personal library account.
- Understand the importance of journals to academic research.
- Search electronic books, journals and databases.



Section 1

## **Getting Started**

An information literate person knows when and why they need information, where to find it, and how to evaluate, use and communicate it in an ethical manner (CILIP, 2004).

Edge Hill University provides you with a large collection of print and electronic resources to support your studies.

Information resources come in a variety of formats and could be a:

Book, journal, e-Journal, an e-Book, report, review or guideline. These formats can be located through the library catalogue, online e-resource collections, websites or on the library shelves.

In addition, a list of resources, support and guides can be found on Learning Edge. Log into Go and select Learning Edge.

Click on the link called 'My Library'.



Get started with library research using the Health Subject Resources panel. Try **Find Journal Articles** 



As well as databases and electronic journal collections there are lots of useful websites listed on your subject resources pages.

Select the '**Useful Websites'** button to learn where and how to find information for your assignments on the internet

what shew	Journals &	Databases	Newspapers	Useful Websites	Referencing
Librarian Rec	ommends	Evidence b	ased research		
. Ambula	ace Quality	Indicators	This publication	covers the Ambula	nca Systems
Indicator	s (AmbSYS)	and Ambula	nce Clinical Out	comes (AmbCO) wh	ich measure
ambulan	ce service q	uality in Engl	land.	,	
• Associat	ion for Imp	rovements	in the Materni	ty Services (AIMS)	useful website on
action fo	r better birtl	ns including	access to AIMS j	ournal articles.	
• AVERT is	s an internat	ional HIV an	d AIDS charity, l	based in the UK, wo	rking to avert and
AIDS wor	rldwide, thro	ough educati	on, treatment a	nd care.	
Bandolie	er an indepe	ndent journ	al about eviden	ce-based healthcare	e, written by Oxfo
scientists					
BestBets	(Emergen	y Medicine	) Best Evidence	topic reviews (BETs	) provide rapid
evidence	-based ansv	ers to real-l	ite clinical quest	ions, using a syster	natic approach to
College (	of Paramed	ics formerly	the British Par	amedic Association	is the LIK profess
represen	tative body	for paramed	lics. Provides gi	uidance, support an	id professional
standard			0		
• Foundat	ion of Nurs	ing Studies	(FoNS) A regist	ered charity workin	g with nurses and
healthca	re teams to	develop and	share innovativ	e ways of improvin	g practice; thereb
enabling	them to pro	vide care th	at is high quality	; evidence based a	nd meets the nee
patients.					
<ul> <li>Institute</li> </ul>	e of Mental	Health Law	– covers menta	al health laws in the	UK.
• Joint Roy	al Colleges	Ambulance	e Liaison Comn	ittee Its role is to p	provide robust clir
speciality	/ advice to a	mbulance se	ervices. Provides	access to the regu	larly updated UK
speciality			- · · · ·		

These internet links will enable you to locate good quality evidence-based information which supports decisions for the benefit of patient or client care.

There are links to documents and publications from the Department of Health that will form part of your academic reading, and there are also policies and guidelines that will help to guide and inform your clinical practice.



#### https://capitadiscovery.co.uk/edgehill/



#### My Library Account Summary:

Available via Learning Edge 'My Library' tab.



A rolling loan system means you may never have to renew a book.

Unless someone else places a reservation on a book you have on loan you can keep it as long as you need it. Your books will be automatically renewed 2 days before their due date and you will be sent an email informing you of all the successful renewals (including their new due date) and details of any items that are reserved and will need returning within 2 days.

**Top tip:** If you do need to return any items it is always worth logging into your library account before bringing them back to see if you can renew them manually. If you are able to renew them manually it means the reservation has been satisfied by another copy of the book and you can keep your copy a bit longer.

## Placing a reservation...

Search for the book you want and once you have found it:-

If it is not available in the library at the site where you are (e.g. Ormskirk) do the following;

• If you are not logged in select **Reserve this item** and you will be prompted to log in.



• If you are logged in select your collection location and then select Reserve.

**Top tip:** If you cannot see your home site library in the drop down list of locations it means your item is available on the library shelves right now! This means you can come in, locate the item and take it home with you today!

## Library catalogue search

#### Search Wound Care

## Welcome to Edge Hill's library catalogue



A drop down list of suggested titles will appear as you type your search and you may select a specific title or simply click on the search symbol (magnifying glass) or press enter to see a full list of titles.

Update your list to titles published in the last ten years. Scroll down the page and look to the left for a filter **Year Published**. Drag the slider and click **Apply** 



#### Locate the title Wound care made incredibly easy!

There is both an e-book and a hardcopy book available for this title.

If you would like to find the hardcopy book to borrow in the library you will need to update your list of results to only see hardcopy books.

Look to the left hand side of the screen. There are filters that can be applied to the results. **Select the format 'book'.** 





The details of how many copies and at what sites will then be visible, showing you if the book is in or out. If all the copies are out, or all the copies at your site are out, then you will need to click on the purple button **Reserve this item** 

You can click on this and enter your username and password. We will then either hold the next returned copy, or get a copy from another site for you and email you to let you know when it has arrived.

				Find more by
	Wound care ma Vuolo, Julie	de incredibly eas	sy!	Author
				Vuolo, Julie
Wound Care	Drawing on curren	t UK and Europear	n guidance, this UK edition	Subject
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	care practice in the	e UK. It covers all the	he fundamentals of wound	Wounds and injuries Nursing
	care including wou	and healing, wound	assessment, cleansing and	
	dressing selection	, and adjunctive the	erapies	Community contributions
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## **Ref Me**

Ref Me is a referencing management tool to help you with your referencing style. Always check the generated reference against your department guidelines.



 Contents More Like This



Click on this button to export the details into your chosen format.

e-Books

In the library catalogue search for anatomy and physiology

#### Welcome to Edge Hill's library catalogue



Scroll down and filter your results by Format to e-books only.



From the results list find the book **Anatomy & physiology made incredibly easy!** Click on the title or the **Check Availability** button.



This is an electronic book. The book can be read in the usual way, parts can by printed (in accordance with copyright) and the text can be searched electronically.



e-Books can be accessed via the library catalogue and read anytime and anywhere.

Have a go at searching for some titles yourself.....



Reading Lists Online provides access to the reading lists for your courses and modules, as provided by your lecturers. Find your lists by searching for module names, module codes or even by your lecturer's name, or just try browsing. Your online reading list will take you to the Library Catalogue or will link through to the full text for many eBooks & elournals.

Our collection of reading lists is growing, but if you can't find yours, you can contact us at readinglistsonline@edgehill.ac.uk

#### Information for Staff

We have guides available to help you with this new system on the <u>Learning Services Wiki</u>

You can also contact Helen Bell <u>helen bell@edgehill.ac.uk</u> in the Academic Support Division to book bespoke training or seek advice.

## Section 3

# **Finding Journal Articles**

## What are Journals?

Journals are publications containing articles that appear at regular intervals over the year, weekly, monthly, quarterly, annually.

Health journals usually contain material on one subject area, for example

- The Journal of Advanced Nursing
- Evidence Based Nursing
- British Journal of Nursing
- Infection Journal of Infectious Disease

A journal will contain a number of articles written by different authors who are working in the field. Before the article is published, the article content is often reviewed and approved by the author's peers who are subject experts and this is called **peer-review**.

This ensures that journal articles are:

- Up to date and at the forefront of research
- Authoritative

This workbook looks at searching a full text health journal database, but there are lots of other journal collections and journal databases that you can search to find research information.

#### What is a journal database?

A database is a collection of information, in this case journal articles, arranged in individual records which can be searched by computer. Some journal databases also include conference papers, book chapters, reports, dissertations, books and other types of information.

Journal databases collect together articles in a subject area. The subject could be general (e.g. Health) or more narrowly defined (e.g. Midwifery).

Databases allow you to search for articles using keywords. You can combine keywords or use a phrase to focus your search to find articles most relevant to your topic.

Journal databases generally provide a reference or citation - enough information to allow you to find the article. The citation would normally include: the title and author of the article; the journal name, volume and issue numbers, pages and date; subject headings and often an abstract (summary) of the article. Sometimes the full text of the article is also available.

#### Key health databases you might want to search include:

- Internurse
- Proquest Nursing Journals
- Cinahl Complete
- Wiley Online Library
- Science Direct

#### Why use Journals?

Journal articles are essential to students because

- They provide information that is authoritative and up-to date
- They can be searched electronically, allowing the student access to a large quantity of articles
- They demonstrate that the student has an understanding of what is current practice.

## How to Recognise a Journal Reference or Citation

On reading lists and bibliographies, journal articles are written in a standard format. A reference to a journal article will look like this:

HAMBRIDGE, K., 2011. Needlestick and sharps injuries in the nursing student population. *Nursing Standard.* 25 (27), pp. 38-45. Available from: http://o-search.proquest.com.library.edgehill.ac.uk/docview/857477681?pq-origsite=summon. [Accessed 23 October 2014].

This is broken down as follows:

HAMBRIDGE, K.,	Author of the article
2011.	Year of publication
Needlestick and sharps Injuries in the nursing student population.	Title of the article
Nursing Standard.	<b>Title</b> of the <b>journal</b> the article comes from
25 (28). pp. 38-45.	<b>Volume</b> , ( <b>issue)</b> and <b>page</b> numbers of the article
Available from: URL	Permalink to article in database
[Accessed 23 October 2014].	Date accessed

When you compile your bibliography for your assignments, you must use this format to quote journals. Marks will be lost for incorrectly formatted citations.

This referencing format is called the **Harvard Referencing System**. For more information check the Learning Services web pages at:

https://www.edgehill.ac.uk/ls/uni-skills/referencing/



# **Section 4**

## Using electronic journal collections

Learning Services subscribe to a number of large collections of electronic journals. There is a collection for most subject areas.

For health students, **Proquest Nursing Journals** is a good starting point to learn how to use these resources.

## How to Search Proquest Nursing Journals

From the Edge Hill Go page

• Click on Library Catalogue



Search for Proquest Nursing Journals and access



• Click on the **Advanced** search link.



You will then be presented with a search box with 3 areas for combining your search terms.

ProQuest				
All databases > Health & Medicine databases > ProQuest Nursing & Allied Health Source   Change databases				
ProQuest Nursing & Allied Health Source Basic Search Advanced Search - Publications Browse About				
Advanced Search Thesaurus Field codes Search tips			Edge Hill Ur	niversity
"health care"	in	Anywhere	•	
AND V OR	in	Anywhere	▼	
Add a row				
Limit to: 🖺 Full text 🛛 Peer reviewed 🚯 🖉 Scholarly journals 🚯 👘 Females 👘 Males				
Publication date: All dates				
				Search Clear form
More search options				
Show less ▲				
Subject heading (all): Look up Subject headings (all)				

Type "**health care**" in the search box. (Use quotation marks to apply phrase searching which will deliver more relevant results) How many hits did you get?

# Type **health care AND hygiene**

How many hits did you get? \_\_\_\_\_

Type health care	AND hygier	ne AND infection
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How many hits did you get \_\_\_\_\_

By doing this you have already developed a search strategy, narrowing down your subject area, and being more specific to limit your results.

You can also limit the results by selecting a date range. The limits of Peer reviewed and Scholarly journals are automatically selected for you. Untick these options if you wish to broaden your search.

To view any of the articles you have found, click on the title or the PDF link.

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) Selected item: Select 1-50	s: ● View selected items P Save to My Research E Email 遇 Print = Cite 및 Export 및 Save as file	Sort results by	arrow
		Relevance	nere to
	Online Learning to Improve Hand Hygiene Knowledge and Compliance Among Preview Health Care Workers Alemagno, Sonia A.; Guten, Sharon M.; Warthman, Shawn; Young, Picabeth; Mackay, David S The Journal of Continuing Education in Nursing 41. 10 (Oct 2010: 463-71. hygiene as a significant source of health care-associate infection and called References (19) Citation/Abstract Pull text D Full text - PDF (183 KB)	Relevance Date (oldest first) Date (most recent first)	list by
		Narrow results by	date or
		Source type Scholarly Journals (3127)	relevance
		Publication title	

## Some Search Tips

To use these resources effectively, you will have to learn some search techniques. These techniques are common to all electronic databases.

## Focusing your search

#### **Too much information**

If you do a basic search for "health", you will come up with a large amount of information /results.

#### Not enough information

If you do a search for "foot injury in students at university", you may get no hits, as this search is too specific.

# Hints & Tips

Combine keywords with:

And - Will find all of the words

Or - Will find any of the words

Not - Will find the first but not the second word

" " Use "quotation marks" to search for exact phrases.

 is used as a right-handed truncation character only, it will find all endings of a word. For example, searching for child\* will find, "child", "childhood", children", etc.

? is used to replace any single character, either inside the word or the right end of the word.

? cannot be used to begin a word.

For example searching for f??t will find foot and feet



Discovery services are single search tools that provide fast and simple access to print and electronic material available through the library catalogue. The tool searches the Library Catalogue and the majority, although not all - of our electronic resources.

#### From Learning Edge link access the tab 'My Library'

- Locate the Discover More panel
- Enter the following: ethics and health and women



- Click search and view your results list.
- How many records are listed in your results?

The results will appear with the most relevant records at the top of the list.

#### Apply limits to make results more relevant:

From the next screen explore the limits on the left hand side of the page. This will refine your search and find the resources that best match your requirements.

Scroll down the page to see all the limits that you have to choose from on the left hand side of the screen.

Make a selection and update your results list.

Are your results relevant, authoritative and current?



You can limit your search by subject by applying any applicable subject terms located under the **Subject Terms** menu. The **Content Type** menu allows you to limit your search to books and/or academic journal articles.

#### **Opening full-text articles**



#### More Help!

To find out more about this search tool or any other resources contact your **Subject Librarian**: www.edgehill.ac.uk/ls/subject/health/

Or, come to the **Ask Desk** on the first floor of the Library about how to develop your research and information skills.

Need help with **referencing** for your assignments? <u>https://www.edgehill.ac.uk/ls/uni-skills/referencing/</u>



**ASK US**: Ask your questions online, anytime, anywhere! <u>http://askus.edgehill.ac.uk/</u>

**Libraries at NHS Placement Sites** – Students who attend placements at NHS sites will be able to access on-site NHS libraries. These libraries contain materials for NHS staff and access to resources via the NHS website <u>www.evidence.nhs.uk</u>.





**Evernote** takes notes, creates to do lists, and saves online information and content. It has the functionality to sync everything between your phone, tablet and computer automatically.



**RefMe** is a referencing tool which allows the creation of references of any source, in any style. Create references by scanning book or journal barcodes using your phone's camera and referencing a website is simple by pasting the URL

# Instapaper

**Instapaper** is the simplest way to save and store articles offline, on the go, anytime, anywhere. There are options to organize your reading materials, see what you have and have not read, options to change the background colour and font and a text to speech feature is available.



**Go Conqr** allows you to create mind maps, flashcards, quizzes, slides and notes for study and learning. You create resources on the website version then sync using the mobile app to revise and study offline. These can be organized and shared with others and are synced across all your devices.