College Writing II: APA

Fall 2024

You're about to begin a semester-long research journey. Conducting research and doing academic writing takes practice. This packet contains instruction, strategies, and homework exercises to help students can learn and master the research process including effective strategies and discipline-specific tools. Accept coaching and allow time for trial and error. If you persist, you will grow.

Worksheet Table of Contents

Database exercises & reflection. Follow the instructions to become familiar with the tools in each Database: Credo Reference, Library Catalog, EBSCO eBooks, and Academic Search Complete. As you search, you're likely to refine your topic and start to gather relevant sources.
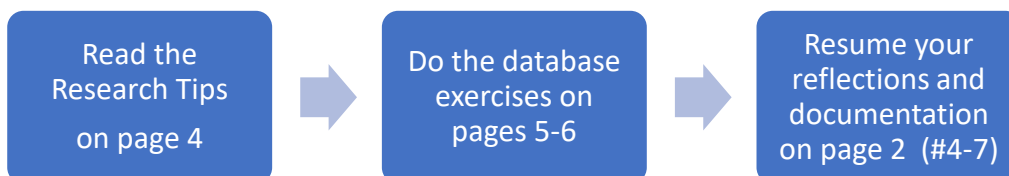
Start with what you know

1. **Type your topic/area of interest (in one sentence)**

2. **Break your topic into the MOST IMPORTANT parts. List each keyword in the top row of the table below.**

Main ideas (keywords)	I.	II.	III.

3. **Next, list narrower or related terms in the shaded rows (above). You will use these as your search words in the database search exercises.**

Next steps:

Read the Research Tips on page 4 → Do the database exercises on pages 5-6 → Resume your reflections and documentation on page 2 (#4-7)

After doing database searches described on pages 5-7, document your search experiences and prepare for the library instruction session by completing #4-7 on this page:

4. **Which search words are NOT working?**

5. List new search terms*	I.	II.	IV.
*Discover by reading titles, abstracts and subject words in database searches.			

6. **Revised topic/position**

Visit the Library's Subject Guides and choose one that best fits your research topic/major:
Library.olivet.edu > Subject Guides

7. **Plan your use of subject-specific article databases:**

Which Subject Guide(s) could you use for your project?
Look at the recommended databases on the next page.
Which one(s) will you use when it's time to find peer reviewed, scholarly sources?

Research Tips

Sources: Where to find them

Background	Books	Articles
🚫 General dictionaries & encyclopedias	Browse shelves by call number	🚫 Popular Magazines
Subject-specific reference sources	Search Library Catalog	Trade
	Look inside eBooks	Scholarly (peer reviewed)

Format of topic

Your topic should	Simply describe or define	Be measurable	Be neutral	Take a position
APA	🚫	✓	✓	🚫
CSE	🚫	✓	✓	🚫
MLA	🚫		🚫	✓
CMS	🚫		🚫	✓

Okay to use these source types?	APA	CSE	MLA	Chicago (CMS)
Background: Definitions, facts, dates, theories, statistics	✓	✓	✓	✓
Original texts: Novels, scripture, etc.			✓	✓
Peer reviewed/research articles: Review articles, theories, original research	✓	✓	Yes; use as evidence for your position	
Trade magazines	**?** Possibly—ask prof.			
Newspaper & popular magazine articles	🚫 No—unless prof. gives permission			

Using context clues from the results list

Use these parts of the results list to improve and revise your searches:

1. **Title:** Skim for relevance to your topic
2. **Subject Headings:** Use these words to improve your next search
3. **Source type:** Confirm the source is what you're looking for
4. **Abstract:** Skim the summary to confirm this source is worth reading. If so, click on full text or request through Interlibrary Loan (ILL).

Recommended Databases: APA

⭐ New database as of July 2024

Discipline	1st database	2nd Database
Art & Music	⭐ **Humanities Source Ultimate**	***JSTOR Collection*** Note: Before searching, scroll down to "Journal Filter" in order to limit by discipline. ***Academic Search Complete***
Business	***Business Source Ultimate*** ***ProQuest One Business***	⭐ **Small Business Source**
Communication Theater	⭐ **Communication Source**	Choose from **Art & Music** recommendations above.
Criminal Justice	***Criminal Justice Abstracts***	***Academic Search Complete*** (broader than database in column 1) ⭐ **Violence & Abuse Abstracts** (narrower than database in column 1)
Education	***Education Research Complete***	***Professional Development Collection***
EXSS	***SPORTDiscus***	***Academic Search Complete***
FACS	***Academic Search Complete***	***Science Direct*** (Dietetics) ***AltHealthWatch*** (Dietetics) ***Business Source Ultimate*** (Interior Design)
Nursing	***CINAHL Complete***	***Health Source Nursing/Academic Edition***
Psychology	***PsycARTICLES*** Note: This database is all full text ⭐ **Psychology & Behavior Sciences Collection** (good for child and adolescent psychology; counseling)	***PsycINFO*** Note: This database from the APA is bigger than either in column 1. It contains everything in PsycARTICLES.
Social Work & Sociology	***Sociology Source Ultimate***	***Academic Search Complete*** (broader than database in column 1) Narrower than database in column 1: ⭐ **Violence & Abuse Abstracts** ⭐ **Family & Society Studies Worldwide**
STEM	***Science Direct***	***Academic Search Complete***

INFO Desk Hours (1st-Floor, Benner Library)

815-939-5355 | ONULibrary@olivet.edu | Schedule an Appointment

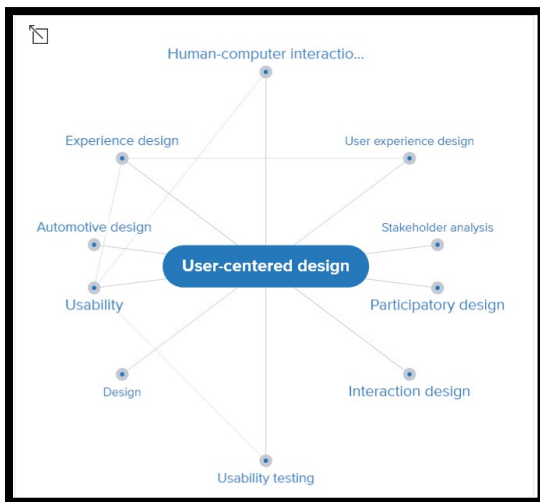| Mon., Tues, Weds, Thurs.	Friday	Saturday	Sunday
10am-4:30pm & 6-10pm	10am-5pm	No service	6:30-10pm

Database Exercises

Instructions

A. Go to the College Writing II Library course page:
   Library.olivet.edu >
   Subject Guides >
   College Writing II

B. You will explore four databases using your search words from #3 (on page 1). Allow at least 5-min. per database.
   - Credo Reference
   - Library Catalog
   - EBSCO eBooks
   - Academic Search Complete

Note: Each database in these exercises has a **special feature that you need to explore.** You'll be prompted to reflect on the usefulness of each database.

Open Credo Reference

- In Credo Reference, search for background info.
- Narrow your topic using the Mind Map (see screenshot).
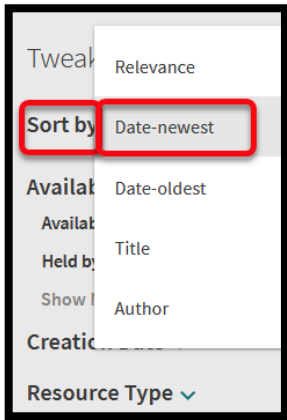

REFLECT: Record your thoughts on Credo here:

Kind of sources/results:

Useful?

How? Why not?

Library catalog:

- Search for a book.
- Sort results by date (see screenshot).

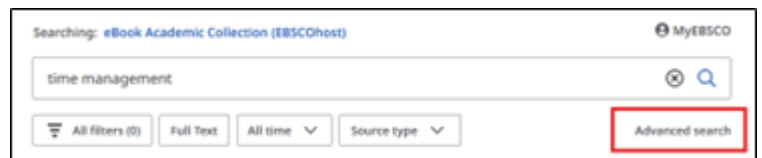**REFLECT: Record your thoughts on the Library Catalog here:**

Kind of sources/results:

Useful?

How? Why not?

Do you prefer eBooks or print books?

EBSCO eBooks: search for eBooks.

- Click on "Advanced Search" (see screenshot).

- Scroll past the date options to see search boxes dedicated to known citation information: author, title, subject, etc.
- Use one of these fields, or a keyword search box at the top of the screen to search for an ebook.
  - Click on title in results list
  - Choose "Read Online"
  - Click on the "Access Now (eBook)" button to open a large view of the text
  - Look for these features (see screenshot):
    - Table of contents that includes chapter download links. **Chapter downloads are recommended** since downloading the whole eBook requires Adobe Digital Editions download and account.
    - Download restrictions/permissions for this book
    - Search within the book
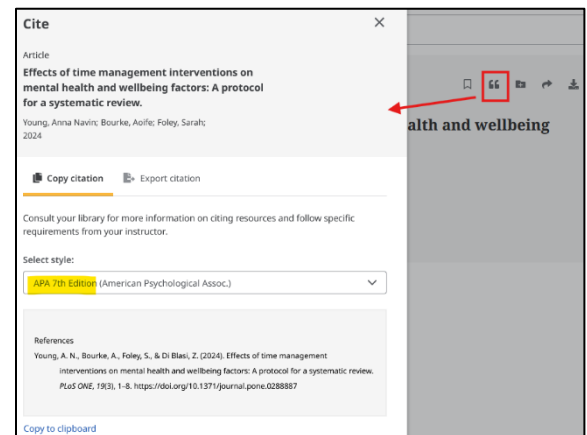

REFLECT: Record your thoughts on EBSCO eBooks:

Kind of sources/results:

Useful?

How? Or why not?

Academic Search Complete: Generate a rough-draft of your **APA citation** with the cite tool.

- Do a keyword search
- Click on any title in results list
- On the detailed view, look for the tool icons linked above the title (see screenshot).
- Click on the "Cite" icon
- Use the dropdown menu to choose "APA 7th Edition (American Psychological Assoc,)"
- Once you learn the correct formatting in class, you'll know if you need to make corrections before inserting the citation into a paper. The most common correction to APA 7 citations is likely to be capitalization of article titles.

REFLECT: Record your thoughts on the citation tool:

Is it helpful to have a citation tool, even if you still have to correct the info provided?

Wrap-up: Complete #4-7 on page 2.
If scheduled, bring pages 1-2 to your library instruction session. Some instructors may collect these answers as evidence of your topic development.