

	<p style="text-align: center;">Research Checklist: Have you done? (By MKB Sept 2010) Overview of research process: http://www.lib.sfu.ca/help/tutorials/start-research</p>	<p style="text-align: center;">Yes √</p>
1	<p>Manage your research process & citations when doing literature search</p> <ul style="list-style-type: none"> - Track your search strategy and sources, email them and build up your own database of citations using RefWorks. Create bibliographies fast. Use Write-N-Cite to quickly format your paper. How? Check: http://www.lib.sfu.ca/my-library/refworks http://www.lib.sfu.ca/sites/default/files/10526/refworksquickguide_1.pdf - Decide on a citation style. (APA, MLA, Chicago, etc.) http://www.lib.sfu.ca/help/writing - Use “scholarly” (peer-reviewed) articles in addition to “popular” ones. - Use “primary” and “secondary” sources and set up “alerts” in journals/databases or use RSS feeds to stay current on latest research. - Learn about plagiarism, do a self-test: http://www.lib.sfu.ca/help/writing/plagiarism 	
2	<p>Encyclopedias, handbooks, dictionaries, almanacs, textbooks for new topics</p> <ul style="list-style-type: none"> - For a good start, check for overview articles and use their bibliographies for key authors & sources. 	
3	<p>Use Fast Search – for a “quick search” or for interdisciplinary materials (books & articles). Use limiting features (publication type/date/ subject words/language) to refine the results list. Save, email or send to RefWorks. http://www.lib.sfu.ca/find/fast-search</p>	
4	<p>Books? Go from specific, relevant references to the body of literature in a discipline.</p> <ul style="list-style-type: none"> - Check bibliographies in chapters of books, journal articles, etc to find additional sources - From the library catalogue, start with keyword searches and then move on to “subject” searches, using the subject headings that were assigned to the relevant books. Save results, view saved and email the results or send the citations to RefWorks - Browse stacks (shelves for books) besides the “call number” of relevant books 	
5	<p>Journal articles or newspaper stories?</p> <ul style="list-style-type: none"> - Check databases for your discipline: Use pull down menu under “journal articles/databases” http://cufts2.lib.sfu.ca/CRDB/BVAS/ - Check “research guides” for disciplines: http://www.lib.sfu.ca/help/subject-guides/ - Save search strategies / search histories and set up “alerts” in journal databases - Checked bibliographies of relevant articles for find additional relevant sources. 	
6	<p>Citation Searching? Look for research articles/books that cite your key resources. Use the “cited reference search” button in the “Web of Science” or Google Scholar and some other databases. http://www.lib.sfu.ca/help/subject-guides/sociology/graduate-students#CitationSearching</p>	
7	<p>Current Awareness? Set up email alerts from individual journals/databases, or use RSS feeds using Bloglines or Google Reader and have information come to a single (your) web page http://www.lib.sfu.ca/my-library/services-for-you/current-awareness</p>	
8	<p>Conference Proceedings?</p> <ul style="list-style-type: none"> -Try “Papers Invited” database: http://cufts2.lib.sfu.ca/CRDB/BVAS/resource/5926 - Set up an alert in “Conference Alerts Monthly”: http://www.conferencealerts.com/index.htm 	
9	<p>Government Publications? – For Canadian ones, try Canadian Research Index. We also have databases for UN.</p>	
10	<p>Statistics? For Canada, try the Statistics Canada Publication Indexes: http://cufts2.lib.sfu.ca/CRDB/BVAS/resource/6145 or the Research Data Library (RDL): http://www.lib.sfu.ca/research-data-library/maps-data-gis</p>	
11	<p>Publications by associations, professional bodies or international organizations? Check to see if the disciplinary database index these or search the web.</p>	
12	<p>Theses: Check: Digital Dissertation, Canadian Research Index, and Theses Canada Portal</p> <ul style="list-style-type: none"> - Check SFU Thesis Writing Guidelines, practice using the templates and attend a workshop http://www.lib.sfu.ca/my-library/services-for-you/grads#Guidelines 	
13	<p>Video or films resources? Try limiting your search to this format within the Library catalogue search</p>	
14	<p>We don’t own? Fill an online Inter Library Loans (ILL) form so SFU Library can borrow for on your behalf http://www.lib.sfu.ca/find/document-delivery/request-form</p> <p>Borrow directly. Get a COPPUL card from SFU Loans Desk to borrow from UBC or borrow from directly from Kwantlen, Douglas or Univ Fraser Valley by showing “your library record”: http://www.lib.sfu.ca/faqs/can-students-from-douglas-college-kwantlen-college-or-ucfv-borrow-books-from-sfu</p>	
15	<p>Want to publish? Don’t sign away all your rights, look at the tabs under the Scholarly Publishing link: http://www.lib.sfu.ca/collections/scholarly-publishing</p>	
16	<p>Need help? For research help, ask the Librarians: http://www.lib.sfu.ca/help/ask-us/ For writing help, ask: Student Learning Commons: http://learningcommons.sfu.ca/</p>	