The user’s guide to information

Information sources: http://www.geobib.lu.se/en/

**LUBcat** is the Union Catalogue for the Lund University Libraries and contains books, journals, doctoral dissertations, reports, e-books and e-journals. However, you cannot search for articles in LUBcat. Rather, search LUBcat for the collections of books and periodicals of the different libraries. You can use Session Search Filters, e.g. location filters to see the Geolib’s resources. Using LUBcat it is also possible to reserve and renew your library loans. For frequently asked questions, see the Libguide.

**LIBRIS** is a national search service providing information on titles held by Swedish university and research libraries. Here you can find books and periodicals, maps, posters, printed music, electronic resources but mainly not articles. On how to explore LIBRIS: http://librishelp.libris.kb.se/help/explore_eng.jsp.

Set your own preferences in LIBRIS: My libraries. If you set one or several favourite libraries in My libraries they are emphasized. Once you have chosen your favourite library you have the possibility to limit your search to the chosen library in several views. Look for this icon 🗗. Please note: to see which electronic resources there are, choose Ldig as your favourite library! If you want to include free resources as well, tick the box Include free online resources. For help, please see: http://librishelp.libris.kb.se/help/customize_eng.jsp.

When you find an interesting book in LIBRIS that not are available in Lund, look for and click on the Interlibrary loan/request sign, choose your home library, i.e. the Geolibrary: Lunds universitets bibliotek, Geobiblioteket (Lgeo) Create your patron account. From here you set up an account to order inter-library loans (needed first time only).

**LUBsearch**, a metadata base that connects to all Lund libraries’ resources: articles, journals, theses, and books. As a student at Lund University, you have access to all licensed electronic resources, also when you are outside the campus network. Please note that you must access through LUBsearch’s web page in order to log in to the licensed resources. You will automatically be connected to the log in page: "Lund University Identity Provider (IdP)". Use your StudentID to log in! In LUBsearch you can also search beyond the library collection. Please also note the entries:

- **eJournals & eBooks A-Z** (important, don’t trust Libris to show LU:s complete holdings of e-material)
- **Databases A-Z** (follow the link to get an alphabetical list of available databases and also a possibility to browse them by subject).

All Lund University research publications and research information are available in the research information system **LUCRIS**. In this database theses, dissertations and research publications (including journal articles, conference abstracts and books) from Lund University are collected. Where possible, the option to download a full text document is available. It is also possible to search for Lund University student theses in the student theses database, **LUP SP**.

If you are looking for a specific article in full text that you have the full reference to, LUBsearch is a good database in which to search; if you want to perform a broad subject search, a subject database will probably better cover your needs. Please, contact us in the Geolibrary for more information on databases that will access your information needs!

**More information resources, e.g. GeoRef, Web of Science, and Scopus**

There are of course many databases or websites to search in and as long as you find what you want or need, fine! The Internet has been described as a giant library, but a library without a catalogue,
thus good and bad side by side; it is hugely time consuming to determine what is what. As a student you belong to the academic world and therefore you are expected to write scientifically. Academics use academic sources and you will also and the resources that have been compiled in databases by experts of a vast number of different academic disciplines will let you stand “on the shoulders of giants”. One important goal in your academic training is to make you competent in information literacy for your future career. So, just dig into the big” information smorgasbord” that you have at hand!

**GeoRef** (the platform Engineering Village) The GeoRef database, produced by the American Geosciences Institute, is focused on comprehensive coverage of geoscience literature published worldwide. The content is indexed with geoscience terms from the GeoRef Thesaurus, and geolocation data (latitude/longitude) is also assigned, when applicable. GeoRef is the most in-depth A&I database available for geoscience literature and research. It covers thousands of peer-reviewed journals, trade publications, book series and conference proceedings. Look for the following sign: [Full Text Finder](#) to ascertain if the articles are available in full text. See the section [Help](#) to get started, for Training and what’s new!

**Web of Science** is a leading article database within the natural sciences, technology, medicine, the social sciences, the arts, and the humanities and examines proceedings of international conferences, symposia, seminars, colloquia, workshops, and conventions. If you search for a topic in Web of Science, you will also have the possibility to see the most cited articles in the field [Highly Cited in Field](#). Another feature of this database is the 'Cited Reference Search', where it is possible to display which references a particular article cites and also which articles cite it. Look for [Full Text Finder](#) for the availability of articles in full text. If you need help on how to search in Web of Science, just click on the Help-button!

**Scopus** is a bibliographic database containing abstracts and citations for academic journal articles in the scientific, technical, medical, and social sciences (including arts and humanities). Scopus also indexes articles that are In Press/Accepted.

**Next step: How to manage your information**

So now you know some places to search for information and hopefully, now the fun begins! But where to begin? First you must define your topic, find out the concepts and terms that describe the problem, and the amount of information you need – are you writing a thesis or a literary revue? Then you have to consider what type of information that are required to solve the problem. You have to formulate a search strategy, then select relevant information sources and search methods. During this process, and the later during your writing process, you have to evaluate the information you have gathered and if you have enough and the right information for your purpose. You will be sure to improve your search techniques under the way; no one will be fully conversive with refined searching after just a few searches in a database.

**Steps in constructing a Search query:** Define your problem, limit your subject, and formulate your search query. Each database has its own user interface, but if you learn to speak with one database properly, you will be able to speak with them all in the end, as they build upon the same underlying logic. One hint, always look for the specific database’s help file. Become familiar with **Logical operators and/or to use a faceted search**, **truncation**, **phrase searching** as these skills will really improve your searches! Use the [search history](#); learn how to combine searches and how to save
searches in folders/archives and how to make use of alerts! Don’t forget to look inside the databases’ thesauruses or controlled vocabularies, as they will help you to get a clearer grip on your subject. Regarding the use of keywords, train your ability in synonyms, acronyms, variations in spelling of terms, plurals, scientific and common names, and terminology peculiar to a country.

From the University Library at Anglia Ruskin University, Cambridge&Chelmsford, comes a really good tutorial on how to improve your information skills (with quizzes). Learn more about on how to:

1. Determine your information needs - Define and map your topic/ideas, learn about information sources, 2. Identify and obtain information - Plan your literature search, 3. Evaluate your information - Assess, revise, and evaluate your search strategy and results, 4. Manage your information - Manage and record information for referencing, 5. Synthesise and communicate your information - Sort your ideas, structure and present assignments and 6. Use your information appropriately

https://anglia.libguides.com/c.php?g=464758&p=3177440

Information seeking in different stages, an interactive quiz with evaluation (good to discuss):
http://content.aub.aau.dk/swim/ from the University Library, Copenhagen.

How to make a reference
Referencing, how does it work? Within the scientific community you are obliged to state the sources you use by citing and referencing in the accepted correct way to ensure against plagiarism. A very good site from Blekinge Institute of Technology, that discuss these issues and the writing process with many examples is: http://writingguide.se/

But then, what’s in a reference? The information you found is always linked to a source, but which one? The source not only tells you where to look for the information (i.e. what database or catalogue to choose); it also determines how you should treat the information in a bibliography, depending on what style your references should be written in. Your references may be formatted in different styles for journal’s articles, a book or a book chapter. This is a link to a very comprehensive instruction film from Blekinge Institute of Technology: http://tuba.bth.se/stora/Writing/reference/

A link from the University of Melbourne about referencing styles gives excellent examples:
http://www.library.unimelb.edu.au/cite/

Some Reference generators
http://tuba.bth.se/stora/Writing/refgenerator_eng/index.html
http://citationmachine.net/index2.php?reqstyleid=10&newstyle=10&showBtn=yes

Please note: preferred referencing systems vary. You should always check to ensure you are abiding by the regulations as laid down by the institution you are submitting to. And please, don’t forget the cite function inside LIBRIS, LUBsearch, Scopus and many other databases!

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