Information and Literature Searching for MPhil/PhD Students

# Course Structure

The course is divided into five sessions. The first session is labelled '0' as this is when the induction to the library should take place. If the course is scheduled for later in the term, the induction should include content that will help the students to get started on searching, finding and accessing information resources and an introduction to the collections, services and facilities, as well as who is who and how to access help onsite and online.

The sessions can be covered over five weeks or eight weeks. In the latter, all sessions are allocated two weeks each.  The five-week programme is usually run for full-time students who are on site; part-timers are catered for by providing the course in the evenings.  The eight-week programme has been tested with part-time, online students.  The time allocations are guidelines and can be changed depending on group and prior experience of students. Students who have been out of formal education for a while and part-time students usually require more time to finish the readings and the tasks.

**Session 0**

* Introductions and the plan for the induction session
* Introduction to the Institute's Library, it's history, resources including key collections and services.

**Session 1**

* Review and questions
* The (Re)Search Process
* Searching the Library Catalogue
* Finding Theses and Dissertations

**Session 2**

* Review and questions from the previous sessions
* Subject specific databases:  BEI, ERIC, UCL Discovery, DERA etc.
* Multidisciplinary databases for the social sciences:  ASSIA, IBSS, SCOPUS, WoS etc
* Historical Resources

**Session 3**

* Review and questions from the previous sessions
* Information evaluation
* Bibliometrics and Citation Searching
* Using Other Libraries

**Session 4**

* Review and questions from the previous sessions
* Managing information:  Using new technologies (RSS and bibliographic management software) and other tools
* Research Data Management & Open Access
* Social Media
* Summary roundup and questions
* Course feedback