

# Guide to the Library for Science Grad Students

September 2011 (version 2)  
By: UC Davis Science Librarians

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can’t find what you’re looking for?  
ask your librarian!

“Guide to the Library for Science Grad Students”

Credits:

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Version 2 (Fall 2011): Phoebe Ayers, Cory Craig, Ruth Gustafson, Bob Heyer-Gray, Marcia Meister, Deanna Johnson, Bernadette Swanson and Mary Wood

# YOUR LIBRARIES & COLLECTIONS

Welcome to the UC Davis Libraries!

The main website for the library is:

<http://www.lib.ucdavis.edu>

Start here to find books and articles, and to find out more information about the libraries. Links to the individual websites for each branch library are at the top of the page.

## Library Locations

The University Library has five physical locations: Shields Library, Physical Sciences and Engineering (PSE) Library, Carlson Health Sciences Library (CHSL), Blaisdell Medical Library (BML), and the Agricultural and Resource Economics Library (AREL).

*Tip: Hours are given below for Fall, Winter, and Spring quarters. Hours vary during intersessions, Summers and holidays, see: <http://www.lib.ucdavis.edu/ul/about/hours/>*

**Shields Library** – <http://www.lib.ucdavis.edu/ul/libcoll/shields.php>

Shields is the main general library, and includes materials in humanities, social science, government information, biological and agricultural sciences (see below), and math and computer science; as well as special collections (rare books and manuscripts) and maps.

**Location:** Central campus, South of the Quad. ([map](#))

**Hours (F, W, S quarters):** M-Th: 7:30am-12midnight; F: 7:30am-6:00pm; Sat: 12noon-6:00pm;  
Sun: 12noon-12midnight

- **BioAg Sciences Reference:** <http://www.lib.ucdavis.edu/dept/bioag/>  
The Biological & Agricultural Sciences Department, or BioAg, is the center for information on all aspects of agriculture, biotechnology, environmental biology, and life sciences. The department has extensive collections in these subject areas and offers a number of reference and instructional services. Take advantage of these BioAg collections and services by contacting your BioAg Librarian Subject Specialist (<http://www.lib.ucdavis.edu/dept/bioag/about/meet-staff.php>)  
**Location:** 3<sup>rd</sup> floor of Shields Library ([map](#))  
**BioAg blog:** <http://blogs.lib.ucdavis.edu/bioag/> -- follow the blog for news about resources & the department.
- **Map Collection and GIS Services:** <http://www.lib.ucdavis.edu/dept/mapcollection/>  
The Map Collection is an extensive research-level collection of maps, both print and electronic, and a supporting collection of guides, gazetteers and atlases. GIS workstations and a scanner are also available to faculty and students  
**Location:** Lower level of the Shields Library ([map](#))  
**Hours (F, W, S quarters):** M-F: 1-5pm. Scheduled hours may vary due to staffing shortages.  
Consider calling ahead before your visit: (530) 752-9786

**Physical Sciences and Engineering Library** -- <http://www.lib.ucdavis.edu/dept/pse/>

PSE includes materials in the subjects of chemistry, geology, astronomy, physics, and engineering.

**Location:** In between the Chemistry & Physics buildings. ([map](#))

**PSE blog:** <http://blogs.lib.ucdavis.edu/pse/> -- follow the PSE blog for news about resources & the library

**New books list:** <http://bit.ly/dwBZWc>

**Hours (F, W, S quarters):** M-Th: 8:00am-10:00pm; F: 8:00am-6:00pm; Sat: 12noon-6:00pm; Sun: 12noon-10:00pm

**Carlson Health Sciences Library** -- <http://www.lib.ucdavis.edu/dept/hsl/>

Carlson includes materials for veterinary medicine, human medicine, public health, and epidemiology.

**Location:** The Carlson Health Sciences Library is located in the Health Sciences District in the Southwest corner of the UC Davis campus, near Aggie Stadium. ([map](#))

**Health Sciences Libraries blog:** <http://blogs.lib.ucdavis.edu/hsl/> -- follow the HSL/BML blog for news about resources & the library, including links to new books lists.

**Hours (F, W, S quarters):** M-Th: 8:00am-10:00pm; F: 8:00am-6:00pm; Sat: 9:00am-6:00pm; Sun: 10:00am-6:00pm

**Blaisdell Medical Library in Sacramento** -- <http://www.lib.ucdavis.edu/dept/hsl/>

Blaisdell includes materials for nursing, medicine, public health, and the C. John Tupper Bioethics Library Collection.

**Location:** 610 X St. at the UC Davis Medical Center complex in Sacramento, in the Education Building, near Shriners Hospital. ([map](#))

**Hours (F, W, S quarters):** M-Th: 7:00am-10:00pm; F: 7:00am-6:00pm; Sat: 9:00am-6:00pm; Sun: 10:00am-8:00pm

**Agricultural and Resource Economics Library** -- <http://arelibrary.ucdavis.edu/>

This library includes agricultural and natural resource economics, including statistical materials.

**Location:** Top floor of the Ag and Resource Economics tower in the Social Sciences & Humanities Building, room 4101. ([map](#))

**Hours (F, W, S quarters):** M-Tu 8-12pm, 1-2:30pm; and W-Th 8-12pm.

Scheduled hours may vary due to staffing shortages. Consider calling ahead before your visit: (530) 752-1540

# YOUR LIBRARIAN

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## Getting Questions Answered

If you have questions about:

- library services
- finding books, articles, conference papers, technical reports, or other materials
- deciphering complicated citations
- starting research
- conducting your literature review for your thesis or dissertation
- teaching research skills to students, or arranging a library instruction session for your lab, class or discussion group
- developing well-designed library assignments or reviewing library assignments
- publication, including copyright concerns

or ANY other concern or problem related to the library, you may contact a librarian by one of the following methods:

### Reference desks

Each library has a Reference desk for answering questions in person. Drop by anytime the desk is open.

Hours for science Reference desks during Fall, Winter and Spring quarters are:

- **BioAg Consultation Desk** (located on the 3rd floor of Shields, in front of the BioAg Reference Collection, see [map](#)): 1:00pm-5:00pm, Mon-Fri (staffed starting September 26, 2011).
- **PSE Library Reference desk** (located on the 1st floor, straight ahead after you walk in the door): 11:00am-5:00pm Mon-Fri
- **Carlson Health Sciences Library Reference service** (ask at the CHSL Circulation desk for assistance): 8:00am-5:00pm Mon-Fri
- **Blaisdell Medical Center Library Reference service** (ask at the BML Circulation desk for assistance): 8:00am-5:00pm Mon-Fri

### Email, phone, chat, office hours

You may also contact us by phone or online or during selected office hours.

- Bio-Ag: (530) 752-6196; [bioagquestions@lib.ucdavis.edu](mailto:bioagquestions@lib.ucdavis.edu); or <http://www.lib.ucdavis.edu/ul/help/forms/ask/?unit=bio>  
*TIP: Office hours are being offered by BioAg librarians each Quarter; see each appropriate Subject Guide for hours.*
- PSE Library: (530) 752-0459; [pse@lib.ucdavis.edu](mailto:pse@lib.ucdavis.edu); or chat through our website: <http://www.lib.ucdavis.edu/dept/pse/>
- Carlson Health Sciences Library: (530) 752-7042 ; [hslref@ucdavis.edu](mailto:hslref@ucdavis.edu) ; or chat via our website: <http://www.lib.ucdavis.edu/dept/hsl/>
- Blaisdell Medical Center Library: (916) 734-3529 ; [mclref@ucdavis.edu](mailto:mclref@ucdavis.edu)

## Librarian Subject Specialists

Every subject, department, and graduate group has a Librarian Subject Specialist assigned to it. To find your Librarian Subject Specialist, consult your subject guide (below) or see:

<http://www.lib.ucdavis.edu/ul/about/directories/subspec.php>

Your Librarian Subject Specialist:

- Provides consultations at the library or in departments on library resources and services
- Provides library instruction & presentations for classes, research groups, centers, or labs (at your lab, classroom, or in the library)
- Buys library materials in your discipline(s)

Feel free to contact your librarian with any questions related to finding materials in your specific subject; they will be glad to answer questions over email or meet with you in person for longer appointments. Librarian Subject Specialists are pleased to consult with graduate students and learn about their cutting-edge research areas. Every consultation enhances your liaison librarian's ability to then build the UC Davis library collections in these subject areas.

If you cannot determine who your Librarian Subject Specialist is, simply stop by one of the Reference desks (see above for hours and locations) and we will be glad to assist you.

## Subject Guides: Library Resources for Your Discipline

When beginning your library research, get a jump-start by consulting library subject guides. Each discipline has a "subject guide" that has been developed by the librarian subject specialist for that area. Subject guides provide links to: core databases for finding articles in your field; reference materials and online books; and other essential resources for that subject.

You can find a list of subject guides here: <http://www.lib.ucdavis.edu/ul/research/subjects/>

## Library Classes

On-demand, customized library classes may also be scheduled for any group -- including lab groups, study groups, or any class that you TA for -- by contacting your Librarian Subject Specialist.

Drop-in library classes are offered every quarter. The list of classes is at <http://www.lib.ucdavis.edu/dept/instruc/classes/descriptions.php>

## OFF-CAMPUS ACCESS TO LICENSED ONLINE RESOURCES



The library subscribes to many online journals, books, and databases. If you are off-campus, you will need to log-in through the Library's VPN (<https://vpn.lib.ucdavis.edu>) to gain access to these resources.

*TIP: If you are on-campus (including campus wireless, labs, and housing) just go to the library webpage and then to the database or journal you wish to use. You do not need to use the VPN.*

The VPN requires a UC Davis login ID and passphrase (sometimes called a "Kerberos login"). You should be issued one as a new student. (See <https://computingaccounts.ucdavis.edu> for information.)

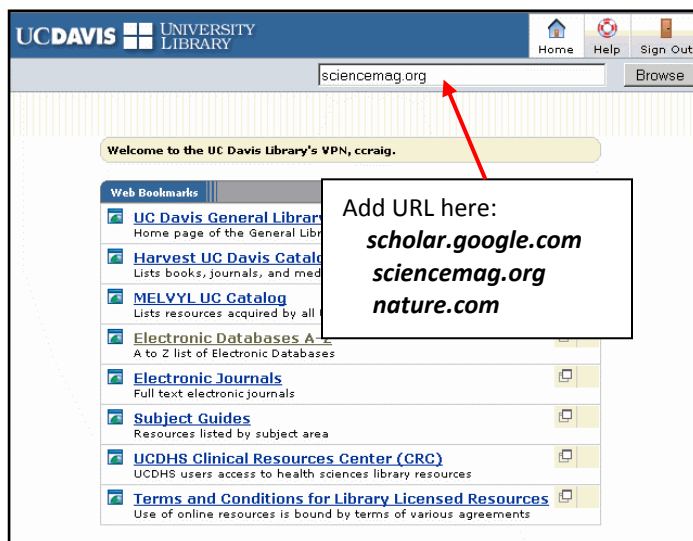
To log into the VPN, go to <https://vpn.lib.ucdavis.edu> or click the blue "VPN" button on the left hand side of the library webpages. Enter your login and passphrase. The top link, UC Davis General Library, will take you to the library homepage. From there, you can navigate to subject guides, the catalog, journals and more.

### VPN tips:

- You can install a bookmark to view your current webpage in the VPN. Instructions:

<http://www.lib.ucdavis.edu/ul/services/connect/vpn/viewinvpn-doc.php>

- You may browse to a specific URL in the VPN by logging in, then typing the URL of the website you wish to go to in the bar in the upper right-hand corner of the screen, then hitting "browse". This enables you to view publisher websites and gain access to articles as if you were on campus.



If you have questions or problems using the VPN, please contact a Reference desk or see the help page: <http://www.lib.ucdavis.edu/ul/services/connect/vpn/>

## CHECKING OUT BOOKS AND INTERLIBRARY LOAN

For more information about the topics in this section, visit

<http://www.lib.ucdavis.edu/dept/access/circ/borcirc/> or contact Library Circulation at (530) 752-1204 (Shields), (530) 752-5507 (PSE) or (530) 752-8041 (Carlson HSL); or visit a Circulation desk in any library.

### Library Cards and Accounts

Your student ID card is also your library card. Your library card number is the number underneath the barcode on your student ID (beginning with 211750). For more information about student IDs, please contact the Registrar's office or see <http://registrar.ucdavis.edu/html/photoid.html>.



**Activation:** Once you have your new ID card, you need to activate it to be eligible to check out books or to use library services such as InterLibrary Loan. Click on the "Activate Your Library Card" link on the library home page, or go to: <http://www.lib.ucdavis.edu/register> (requires a UC Davis login)

As part of this process, you will set your "home library" which is the library you will visit most often to check out books in your subject areas.

**Pin numbers:** after activation you will be assigned a temporary PIN number which is sent to your email. You may change this through the Harvest "my account" feature.

<http://harvest.lib.ucdavis.edu/F/?func=bor-info>

Use your Library card and PIN number to renew, recall and request books, and to see what you have checked out.

### How to Check Out a Book

To check out a book from the UC Davis libraries:

- Check the Harvest Library Catalog to see if we own the book: <http://harvest.lib.ucdavis.edu>
- First, note if the book is checked out or not (if it is, see "Recalls"). If not listed as "Out", copy down the library where the item is located, any special location if noted (e.g. Reference or Reserves), and the call number.
- If it's not checked out, go to the appropriate library and retrieve the book from the shelf. Floor plan location maps of all the libraries are here: <http://www.lib.ucdavis.edu/ul/about/locations/>
- Take the book to a library Circulation desk and present your library card.
- For materials that are not held by UC Davis Libraries, see InterLibrary Loan instructions. As always, if you have trouble finding something, please contact a Reference librarian.

- Book not on the shelf? Check at the closest staffing location for assistance. An item not “checked out” may still not be on the shelf for a variety of reasons: perhaps the item was just returned, or the item was just pulled for photocopying or in-library use.

*TIP: If the item cannot be found, you may fill out a search form at the appropriate Circulation Desk.*

## Borrowing periods

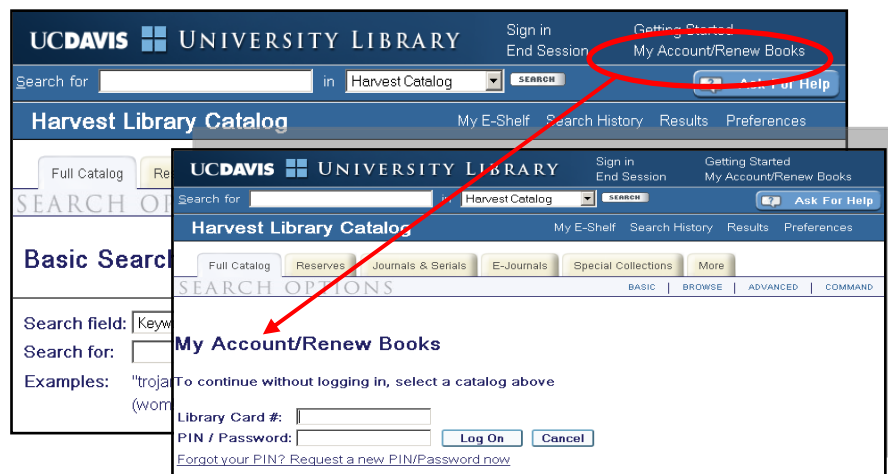
For graduate students, the borrowing or loan period for books from the Shields and PSE Libraries is one quarter. The loan period for books from the Health Sciences Libraries is four weeks (CHSL) or two weeks (BML). Borrowing periods are different for journals, ILL books and Reserves materials. See:

<http://www.lib.ucdavis.edu/dept/access/circ/borcirc/circservices.php#loan>

*TIP: For special needs, graduate students may request permission (at the appropriate library’s Reference desk) for limited loans (from 2 hours to 2 weeks) of “Library Use Only” items such as current print journal issues or Reference collection materials.*

## Library accounts

You may access your Library account online by going to: <http://harvest.lib.ucdavis.edu/F/?func=bor-info>  
Log in here with your Library account number and your pin number. Once you log in, go to "my account" to see what you have checked out and to renew books.



*TIP: If you go on filing fee status, you are eligible for library privileges by paying a small fee each quarter; see <http://www.lib.ucdavis.edu/dept/access/circ/borcirc/libcardsprivileges.php#student>.*

## Renewals

As long as no one else has requested the book, you may renew your checked out items up to three times before you have to bring them back to the library in person. Renew at a circulation desk or by logging into your Harvest account, then clicking the number by "Items Checked Out".

*TIP: renew your books by the due date -- it's easy and saves you the headache and fees associated with overdue books*

The image shows two screenshots of the UC Davis University Library Harvest Library Catalog interface. The left screenshot shows the 'Items Checked Out' link circled in red. The right screenshot shows the 'Renew All' and 'Renew Selected' links circled in red, with a red arrow pointing from the 'Items Checked Out' link to the 'Renew All' link.

## Recalls

If you need a book that someone else has checked out, you may recall it. Once the item is recalled, the current borrower has 1 week to bring it back. After the book is returned, you'll receive an email from the library alerting you to pick the book up at your home library's Circulation desk. If someone else recalls a book that you have checked out, you will receive an email asking you to return the book by its new due date.

*TIP: Return recalled books promptly – fines for these items are higher*

**To recall an item:** go to the Harvest catalog: <http://harvest.lib.ucdavis.edu> Find the book, click on "check availability: all items", then click "request." You will need to enter your library card and pin number.

*TIP: UCD library collections are mostly in open stacks/shelving. You do not need to request books that are not checked out -- simply go to the shelves and find the book yourself.*

The image shows two screenshots of the UC Davis University Library Harvest Library Catalog interface. The left screenshot shows the 'Check Availability' dropdown menu with 'All Items' circled in red. The right screenshot shows the 'Request' button circled in red.

For exceptions, and to request delivery of books from the health sciences libraries, see Document Delivery Service, below. If you want to borrow a book from another UC campus, or a book not owned by the UC system, please use InterLibrary Loan.

*TIP: If a book you urgently need is being repeatedly recalled, contact your Librarian Subject Specialist and they will investigate either licensing an online copy of the book or buying additional print copies.*

## Fines

Overdue and recall notices are sent by email (so make sure your email address under "my account" is current). There are fines for keeping a recalled or Reserve book past the due date. There are also charges for items not returned; unpaid bills will result in a hold being placed on your academic records. See <http://www.lib.ucdavis.edu/dept/access/circ/borcirc/circservices.php#over>

## Proxy cards

If you are working for a professor and they want you to check out materials on their behalf, they may obtain a proxy card for you. See <http://www.lib.ucdavis.edu/dept/access/circ/borcirc/libcardsprivileges.php#proxy>

## Remotely stored items: NRLF and Annex

- **NRLF:** stands for Northern Regional Library Facility, a storage facility where Northern UC libraries store low use/older items. To request a book or article from NRLF, fill out an InterLibrary loan form. Articles from NRLF will generally be scanned and emailed to you. Books will be sent for pickup at a Circulation desk with a turnaround time of two working days; you will be notified by email when they arrive.
- **Annex:** this is another off-campus storage facility in the Davis area. To request items from the Annex, click the "Request" link in Harvest.

## Reserves

The Reserves Desk in Shields Library is located at the back (South-East corner) of the library on the first floor (see <http://www.lib.ucdavis.edu/dept/access/reserves/>). Reserves at CHSL are located at the Public Services Desk.

Books for your classes may be on reserve; you can determine this by searching the Reserves catalog through the Harvest Library Catalog ([http://harvest.lib.ucdavis.edu/F/?func=file&file\\_name=find-basic&local\\_base=reserve](http://harvest.lib.ucdavis.edu/F/?func=file&file_name=find-basic&local_base=reserve)). Check-out period for a Reserves item is short – normally 2-hour, 1-day or 3-day.

*TIP: Items placed on Reserves are kept there for a span of one year and a quarter. Many books may have a Reserves location but are not currently being used for a class; these "Regular Loan" items may be checked out for a quarter and possibly renewed.*

Books for classes must be placed on reserve by the course instructor. The required textbooks for the class are not automatically placed on reserve. If you are teaching and wish to place books in Reserves for your class, see Placing Materials on Course Reserves (<http://www.lib.ucdavis.edu/dept/access/reserves/placing.php>) for more information.

## Getting Materials from Elsewhere

### InterLibrary loan

You may "Request" materials not owned by UC Davis libraries through a process called InterLibrary Loan (ILL). You may order both books and articles this way; it is a free service for graduate students.

If you are not sure whether the UCD libraries own something, please contact a librarian first before putting in an ILL request.

#### To use ILL:

- Find the complete citation of the book or article you need (a Reference librarian can help you if you don't have the full citation)
- Fill out an InterLibrary Loan form:
  - <http://www.lib.ucdavis.edu/dept/access/circ/ill/> -- use these forms when possible
  - <http://www.lib.ucdavis.edu/dept/pse/services/ill-request.php> (manual form for PSE)
  - <http://www.lib.ucdavis.edu/dept/hsl/services/ill/dds-request.php/> (manual form for HSL libraries)
- You can also use the orange UC-eLinks button in the Melvyl catalog or article databases to go to the InterLibrary loan form and request an item.
- When the item comes in, you will get an email notification from the library.

How long ILL delivery takes depends on where the item is coming from: it may vary from a few days (for items at other UC campuses) to a few weeks (items at other places). Pick up your items promptly after they arrive.

To check the status of your requests, follow the instructions at <http://www.lib.ucdavis.edu/dept/access/circ/ill/myrequests.php>

If you have questions about a specific ILL request, or have problems with your account, please contact InterLibrary Loan at: <http://www.lib.ucdavis.edu/dept/access/circ/ill/> or contact any Reference desk.

### Document Delivery Service (DDS)

If you have Shields or PSE selected as your home library, you may request that books from HSL or BML be delivered to Shields or PSE Library Circulation desk at no cost. BML (Sacramento) items other than books

may be delivered for free under certain conditions. See details at:

<http://www.lib.ucdavis.edu/dept/access/circ/ill/studentsandstaff.php#nocharge>

Graduate students in the health sciences with HSL or BML selected as their home library may request books from any of the UCD libraries to be sent to their home library, where it will be held for one week for pickup. In addition to ILL requests for articles and books not held by UCD, there is no charge to request electronic versions of articles and book chapters of material located at HSL or BML but available only in hard copy.

For all other patrons, there is a charge for requesting copies of articles or books owned by your UCD home library. Graduate students who are eligible may be able to use grant funding for UCD libraries copying and document delivery services; register at the following webpage to use a departmental recharge account: <http://www.lib.ucdavis.edu/dept/access/forms/dds-register/>

### **Other campus privileges**

If visiting other California universities, you may receive checkout privileges at their campus libraries, including Cal State University Sacramento, other UCs, and Stanford. Please see <http://www.lib.ucdavis.edu/dept/access/circ/borcirc/libcardsprivileges.php#student> for more information.

## **LITERATURE: FINDING BOOKS, ARTICLES AND MORE**

### **Finding Books – Catalogs**

Use library catalogs to find book, journal titles, conference proceedings, maps and more.

**Harvest:** [Harvest](#) is the catalog for UCD library materials from the Agricultural & Resource Economics, Blaisdell Medical, Carlson Health Sciences, Physical Sciences & Engineering, and Shields libraries. It does not include the Law Library or other departmental libraries. Features include: books and journals in one catalog, current receipts of journals, call number searching, and limiting by location or format. Harvest is also the place to renew your books you have checked out from UCD libraries. Harvest does not contain journal articles.

**Melvyl Catalog:** [Melvyl](#) contains records for materials held by the libraries of the ten UC campuses. These include: books, journals, movies, maps, dissertations, government documents, and other formats, as well as *some* journal articles. Articles included are from: ArticleFirst, PapersFirst, ERIC, GPO, British Library Serials, JSTOR, MEDLINE, and the publisher Elsevier. Melvyl allows you to easily switch between UC Davis Libraries, University of California Libraries, and Worldwide Libraries holdings. The faceted limits allow you to quickly narrow the results to books, articles, by date, etc. should you retrieve too many results. *Note: While a number of relevant journal articles may appear in your results, in general, science*

*graduate students will be better served by searching for articles in the more comprehensive subject specific databases to which UC Davis has access.*

**FirstSearch/WorldCat:** [FirstSearch/WorldCat](#) is the catalog of books and other materials in libraries worldwide but the majority of items are from North American libraries. It contains over 179 million records in all disciplines from approximately 72,000 libraries worldwide. Note: The FirstSearch interface allows for more complex searching and does not generally contain journal articles. Must be on campus or use the VPN.

**Google Books:** [Google Books](#) searches the full text of books/journals that Google has scanned (more than 500 million pages of scanned books). Not all materials are available in full-view, some only in limited preview, snippet view, or no full-text whatsoever. While most current material is not available in full view through Google Books, frequently there is enough of the book available to be of use. In addition, because Google Books searches the full text of books (instead of just a description of the book and possibly the table of contents) you can use Google Books to search for books relevant to your topic. If the books you want are not available online, check the library catalog to see if UCD owns them in print. Both the Harvest and Melvyl catalogs link to Google Books/Google Previews as well.

## Licensed online book collections

The UC Davis Libraries and the 10 UC campus libraries have selectively licensed online book collections from some of the largest science publishers. The UCD Health Sciences Libraries note a wide variety of biomedical titles at their "Electronic Texts" webpage:

<http://www.lib.ucdavis.edu/dept/hsl/resources/etext/?sort=subject>

A very large Springer e-book collection (titles from 2005-2011) includes more than 24,000 titles in English (and selectively in German) from every scientific discipline. All titles are listed in Harvest within 2 months of publication or you may search the e-book collection at: <http://springerlink.com/books/>

We also license large e-book collections from Wiley (2011 titles, available from <http://onlinelibrary.wiley.com>), CRC (available through [CRCnetBASE](#)), IEEE (available through [IEEE Xplore](#)), and O'Reilly press (available through [Safari books](#)). All titles are also listed the Harvest Library Catalog.

Consult your library subject guide for information on additional e-books. Large collections may be listed under "Full-Text Resources" while important, comprehensive individual titles may be listed under categories such as "Encyclopedias & Dictionaries" or "Handbooks & Tables".

## Finding Articles by Using Article Databases

The UC Davis library subscribes to hundreds of article databases. Use an article database to search for research literature in your discipline. In addition to journal articles, many article databases also include conference proceedings, technical reports, book chapters, patents and theses and dissertations.

To find an article database appropriate to your field, use:

- **Subject Guides:** Use to identify article databases most appropriate to your discipline, or ask a librarian. <http://www.lib.ucdavis.edu/ul/research/subjects/>
- **Databases A-Z List:** Use if you already know the name of the database you are looking for: <http://www.lib.ucdavis.edu/ul/research/databases/>

Once you have found articles you want to read in the database, click the orange UC-eLinks button to link to the article online (if available), or use the options in the UC-eLinks menu to check to see if we own a print copy of the article or to request the article via Interlibrary Loan.

### UC-eLinks: Links to choices for locating your item



UC Davis Libraries uses the UC-eLinks system. In most databases that we subscribe to, look for the orange "UC-eLinks" button. Clicking this button will take you to the full-text of the article, if we subscribe to it online, or to the publisher's website where you will be able to

navigate to the article.

If we don't have the article online, clicking the UC-eLinks button will take you to a menu where you may search the Harvest or Melvyl library catalogs to see if we own the journal in print; if we do, you can go to the appropriate library to photocopy the article. If UCD libraries have neither an online or print copy of the item, you may request a copy from another UC campus by choosing the REQUEST option from the UC-eLinks menu. [http://www.cdlib.org/services/info\\_services/instruct/ucelinks\\_guide.html](http://www.cdlib.org/services/info_services/instruct/ucelinks_guide.html)

*TIP: UC-eLinks does not always process citations to conference papers or other difficult citations properly. For help with these, contact a reference desk or your subject librarian.*

### Staying Current

Most licensed article databases have a feature for storing your searches, running them at scheduled intervals (such as weekly or monthly), and sending the results to you via email. This feature may be called Updates, Alerts, Autoalerts, Search Alerts, Current Awareness or even SDI. Some database vendors of multiple sciences article databases which include this feature are CSA Illumina, OvidSP, EBSCOhost, and ISI Web of Knowledge. In addition, many journal publishers (American Chemical Society, Elsevier,

etc.) allow you to create automated updates, *but only for the journals they publish*. Certain database vendors or producers also provide RSS Feed capability as a delivery method for receiving your alert.

*TIP: Each database listing in a subject guide includes a Related section where Alert feature instructions are linked to.*

## **Google Scholar & Google**

Google Scholar includes content from journal publishers' sites, article databases, book catalogs and other realms of the Invisible Web not covered by the Google search engine. Google Scholar debuted in November 2004 and is currently in Beta, which means its features and functionality continue to evolve.

The UC Libraries are currently part of Google Scholar's Library Links program, which means UC Davis students, faculty and staff may use UC-eLinks to connect to library-licensed resources in Google Scholar from off campus. For more information on setting up Google Scholar and UC-eLinks, see:

(<http://www.lib.ucdavis.edu/dept/instruc/files/googlescholar.pdf>) and  
(<http://www.lib.ucdavis.edu/dept/instruc/files/googlescholarpreferences.pdf>)

## **Difficult, Obscure, Inaccurate and Unidentifiable Citations**

If you can't find an item, or are looking for a paper and don't know where to begin, contact a Reference desk or your subject librarian by one of the methods listed above. We can help!

## **Other Types of Literature**

### **Theses & Dissertations**

UC Davis theses and dissertations are listed in the Harvest catalog. For detailed instructions, see <http://www.lib.ucdavis.edu/ul/libcoll/thesis.php>

To find dissertations and theses from other institutions, use [ProQuest Digital Dissertations & Theses / Dissertation Abstracts International](#). The full text of recent UC dissertations is available through ProQuest. Older non-UCD dissertations or theses may be requested through InterLibrary Loan.

*TIP: Many times the only method to obtain a dissertation or thesis is to purchase a copy. If InterLibrary Loan has notified you that your request for a dissertation requires payment, or you are not sure how to obtain a dissertation or thesis, please contact your Librarian Subject Specialist.*

## Standards and Specifications

Standards and specifications are widely used in engineering. A description of the PSE Library's collection and how to find standards is at:

<http://www.lib.ucdavis.edu/dept/pse/resources/guides/standards.php>

For help with finding standards, please contact the Physical Sciences & Engineering Library Reference desk.

## **GOVERNMENT INFORMATION**

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Governments publish large quantities of technical and statistical information that are of great use to science researchers. To support our researchers on campus, the University Library collects Federal (U.S.), State (especially California), and Local (regional, county, city) government information, as well as information produced by International Organizations. The Library's [Subject Guides](#) include information on searching all types of government published literature. Assistance in locating information is also provided at the Shields Library and PSE Reference desks. You may also contact the following Librarian Subject Specialists for assistance with government information:

- Patsy Inouye – California and local documents: [pcinouye@ucdavis.edu](mailto:pcinouye@ucdavis.edu) or (530) 752 1656
- Marcia Meister – U.S. Federal Documents: [mlmeister@ucdavis.edu](mailto:mlmeister@ucdavis.edu) or (530) 752 3053
- Juri Stratford – International Documents: [jtstratford@ucdavis.edu](mailto:jtstratford@ucdavis.edu) or (530) 752 9783

[Science.gov](#) provides a portal for science databases and related websites from the federal government.

## Technical Reports

Government-contracted technical report literature is a rich resource. Technical reports are seldom listed in standard catalogs and databases. The Technical Reports guide (<http://www.lib.ucdavis.edu/dept/govinfo/federal/techreports.php>), maintained by Marcia Meister, lists specialized databases from government agencies such as the Department of Energy, NASA, and the Department of Defense. We have many, but not all, technical reports in microfiche. If you cannot locate a technical report in our library, please contact Marcia Meister, one of the other Government Information Librarians listed above, or your science Librarian Subject Specialist and we will try to find where it can be obtained.

Useful U.S. technical reports databases that contain full text technical reports:

- [National Technical Reports Library \(NTRL\)](#) from NTIS. The NTRL is produced by NTIS (National Technical Information Service) within the U.S. Dept. of Commerce. It indexes government-sponsored research, development and technical reports and provides full-text access to selected reports that have been digitized. Reports from NASA, Department of Energy, and EPA as well as other reports may be found here.
- [DOE Information Bridge](#). Department of Energy full text reports from 1991 forward.

## Patents

[Patents](#) are an invaluable source of technical information for all researchers. 75% of patent information is not disclosed elsewhere. The PSE Library provides a "Patent Information" guide at <http://www.lib.ucdavis.edu/dept/pse/resources/guides/patents.php>

## Environmental Impact Statements

Under U.S. environmental law, an Environmental Impact Statement (EIS) must be prepared for federal government agency actions "significantly affecting the quality of the human environment." The EIS is a tool for decision-making and describes the positive and negative environmental effects of the proposed action. These complex, government-released reports may contain very useful site-specific information which is not publicly found elsewhere.

- [EIS: Full-Text and Digests of Environmental Impact Statements](#) contains the full-text of approximately 1,700 documents with more to be added. It can be used to extract the key issues from complex government-released environmental impact statements. It can also be searched via the database "Environmental Sciences and Pollution Management".
- The library has many Environmental Impact Statements in physical copies. Use the Harvest Library Catalog to locate them; try a subject search, e.g., "environmental impact statements california".

## Statistics and Data

Statistical data is collected from many government agencies at all levels. To find statistics for your research, try [LexisNexis Statistical Insight](#) to identify tables and publications. The [Statistics and Data Subject Guide](#) includes many data resources, including [Fedstats.gov](http://www.fedstats.gov), a gateway to U.S. government statistics. A topical arrangement of online government statistical resources is also available at <http://www.lib.ucdavis.edu/dept/govinfo/guides/statistics.php>

## MAPS AND GIS

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The [Map Collection](#), located on the [Lower Level of Shields Library](#), contains over 400,000 map sheets and aerial photographs. It is open Monday through Friday 1 PM to 5 PM except for University Holidays. If you need assistance in using the collection, please contact the Acting Map Librarian at (530) 752-0519, the Map Collection staff at (530) 752-9786 during the hours the collection is open, or the Physical Sciences & Engineering Library Reference Desk at (530) 752-0459. Map reference questions may be sent to [maps@lib.ucdavis.edu](mailto:maps@lib.ucdavis.edu).

The Acting Map Librarian is: Carol La Russa [(530) 752-0519 or [cjlarussa@ucdavis.edu](mailto:cjlarussa@ucdavis.edu)]. The Maps & GIS Subject Guide to online resources is: <http://www.lib.ucdavis.edu/ul/research/subjects/index.php?id=38>

## Subject Coverage

The Map Collection covers a wide range of geographic areas and subjects such as agriculture, soils, vegetation, irrigation, land use, and water resources. Collection strengths include:

- Current and historic topographic maps of California
- Historic aerial photography of the Central Valley
- Maps of the Central Valley at all scales
- Geological and geophysical maps
- Maps dealing with viticulture and enology
- Many of the USGS folded map series and Open File reports are located at the Physical Sciences and Engineering Library.

## Locating Maps

Except for some of the USGS map series (including the topographic maps), all maps in the collection are cataloged. Use UC Davis Library's catalog [Harvest](#) to locate maps on the topic you are interested in by following these easy steps:

- Use the Advanced Search and limit the format to "Maps/Cartographic Materials." (This will retrieve all sheet maps and most atlases that meet your criteria.)
- Do a Field Search in subject on the place name (e.g., Davis) you are interested in.
- Use the other field search boxes to limit your search by keywords if you are interested in a specific topic (e.g., soils, irrigation).
- If you do not find what you want, broaden the search by using a broader geographic subject (e.g., Yolo instead of Davis).

If you cannot find what you are seeking, please ask the Map Collection staff for assistance. If we do not have the map you want, we may be able to request it for you from one of the other University of California campuses or from Stanford.

## Map Lending Policies

Although Harvest says that the maps do not circulate, we make loans to UC Davis patrons with borrowing privileges for the following reasons: classroom presentations, teaching, copying, and major research projects. All map loans must be approved by a Map Services Reference Librarian. Ask at Map Assistance in the Map Collection.

Geographic Information Systems (GIS):

There are two ArcGIS Desktop workstations available on the [Lower Level of Shields Library](#). These may be used by anyone who has a valid UC Davis Login ID and password whenever Shields Library is open. No

appointment is necessary. See <http://www.lib.ucdavis.edu/dept/mapcollection/gis.php> for more information on available software.

## **MEASURES OF RESEARCH IMPACT/PRODUCTIVITY**

### **Finding Journal Metrics**

#### **Journal Citation Reports**

Use [Journal Citation Reports](#) (JCR) to find a journal's impact factor. Access from the databases page.

To use JCR, search for a specific journal or by subject area. The journal Impact Factor is a measure of the impact/importance of a given journal. ISI defines it as: "the average number of times articles from the journal published in the past two years have been cited in the JCR year." There are ongoing concerns about the value of Impact Factors; see the Wikipedia entry on IF:

[http://en.wikipedia.org/wiki/Impact\\_factor](http://en.wikipedia.org/wiki/Impact_factor)

### **Finding Who's Citing Whom**

#### **Web Of Science – Author Citation Report & the H-Index**

Use the [Web of Science](#) (WOS) database to find who cites who, who has cited a particular paper, and the H-Index for a given author. Citation counts are often used in merit reviews and to gauge the influence of a particular paper; you can also use this tool to help determine who else has published on similar topics or to find related work. Access it from the databases list.

- **To find who has cited a particular paper:** search for the article, then see "Times Cited" underneath the citation. If you click on this number, it will give you a list of all of the journal articles that have cited the article you searched for
- **To find who has cited a particular author:** Do an author search, then select "create citation report" in the upper-right hand corner of the results. This gives you a total number of citations to this author's work. You may also use the "cited reference search" option; this will often provide a more thorough result. Because individuals can have the same name or initials, you need to make sure you have papers only by the person you are interested in. The "Author Finder" option can help you identify the person you want by institution and field of research.
- **H-Index:** you may determine the H-index by doing a search on an author and then clicking "create citation report" in the upper-right hand corner of the results. H-index is a measure of an author's impact. From WOS Help: "The h-index is based on a list of publications ranked in descending order by the Times Cited. The value of h is equal to the number of papers (N) in the list that have N or more citations."

*TIP: Not all journals are indexed by Web of Science. Web of Science also does not cover conference papers or technical papers well, and citations from books, dissertations and patents are excluded, so*

*citation counts may be quite inaccurate for authors with many conference papers. Citation counts from Web of Science can be a controversial metric because of this.*

*TIP: You can also access some Web of Science citation information through the searching the databases BIOSIS (biology and life sciences) and INSPEC (physics and computer science & engineering).*

## Google Scholar

Google Scholar (<http://scholar.google.com>) also gives citation counts.

To use Google Scholar to find citation counts, search for an item and then click "cited by x" underneath the article.

Google Scholar often lists more citations than Web of Science because it pulls citations from across the web, including those from dissertations, technical papers and some books; but these counts may be inaccurate in that they may include duplicate references or non-scholarly publications.

As of August 2011, "Google Scholar Citations" is in limited launch (and not accepting new users). This service is expected to enable authors to track their citations and compute and graph citation metrics through creation of a Researcher Profile.

See: <http://scholar.google.com/intl/en/scholar/citations.html>.

## Other Citation Metrics

Additional databases, such as SciFinder (for chemistry) are also adding citation features. A different approach is being used by [Faculty of 1,000](#), which measures the impact of individual articles by providing post-publication evaluations by prominent faculty for biology and medical publications.

Talk with your Librarian Subject Specialist about these options.

**Researcher ID/Author ID:** Difficulties in identifying a particular author based on name are leading to attempts to develop a unique identifier for scholarly authors.

Examples include:

[Researcher ID in Web of Science](#) - <http://isiwebofknowledge.com/researcherid/>  
[Open Researcher and Contributor ID](#)

## Finding Who is Working in the Same Area

### Web of Science – Related Records

When viewing a record of a journal article in BIOSIS Previews, INSPEC or Web of Science, there may be an option to view "Related Records". This co-citation analysis tool compares sharing of references between Web of Science bibliographies. "The assumption behind Related Records searching is that articles that cite the same works have a subject relationship, regardless of whether their titles, abstracts, or keywords contain the same terms. The more cited references two articles share, the closer the subject relationship."

# MANAGING CITATIONS

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## Endnote: Software for Generating and Formatting Bibliographies

Endnote is a program that allows you to store, manage and format bibliographic references. Endnote is available as both a software version that you download to your computer, and as a web-based version (<http://myendnoteweb.com>).

**Downloading Endnote:** Endnote is licensed by UC Davis, and is available to download for free for all UC Davis users. For the full-feature software version, go to the following link: <http://my.ucdavis.edu/software> and find "Endnote" in the alphabetical list.

**Classes on Endnote and more information:** The libraries at UC Davis regularly teach Endnote classes each quarter throughout the year. All of our library classes are free and are 1-2 hours long depending on class scope. To see a general list of our library classes, see the following link: (<http://www.lib.ucdavis.edu/dept/instruc/classes/descriptions.php>).

To find information on Endnote classes specifically and other useful information about Endnote, please visit our Endnote library webpage at <http://www.lib.ucdavis.edu/dept/instruc/research/endnote/>.

You can set up UC eLinks to work with Endnote as well:

[http://www.cdlib.org/services/info\\_services/instruct/endnote\\_ucelinks.html](http://www.cdlib.org/services/info_services/instruct/endnote_ucelinks.html)

## Other Tools

There are also many free citation managers available online, which can be helpful for saving citations while browsing, specialized needs, or for when you graduate and lose access to Endnote. Some of these are:

- Zotero, a Firefox browser plugin <http://www.zotero.org/>
- CiteULike, a free website <http://www.citeulike.org/>
- Connotea, a free website <http://www.connotea.org/>
- Mendeley, free desktop software <http://www.mendeley.com/>
- JabRef (code for BibTex) <http://jabref.sourceforge.net/>

Contact your Librarian Subject Specialist for more ideas about managing your citations and research.

**Citation styles:** A webpage for citation style guides from various disciplines is available here: <http://www.lib.ucdavis.edu/dept/instruc/research/cites.php>

## Permanent Links: DOI

If you need to create a link to online articles for a web page or Endnote library, the DOI (Digital Object Identifier) can be used to provide a short, stable link, using the method below. From the DOI link, users from subscribing institutions can access the article and non-subscribers can reach the abstract. Add this link to references in your Endnote libraries (in "URL" field) for a stable link to online articles. DOIs are usually given on publishers web pages, or in the PDF for the article.

- First locate the DOI for the article, for example, DOI: 10.1039/b702266b
- Then add "<http://dx.doi.org/>" in front of the DOI
- End Result: <http://dx.doi.org/10.1039/b702266b>
- This is your permanent, stable link for the article "Zintl phases for thermoelectric devices" by Kauzlarich et al.

## **PUBLISHING, SCHOLARLY COMMUNICATION, AND DATA MANAGEMENT**

As a researcher in the sciences, you will face the issue of where and how to publish, and other issues related to scholarly communication and long term management of your data .

### Open Access Publishing

"Open Access" (OA) publishing means publishing your work in a publication or repository so that it is freely open to everyone online, rather than in a publication that is only accessible to subscribers. Library resources about open access include:

- eScholarship -- the California Digital Library produces this repository and publishing service, available to all UC affiliates: <http://escholarship.org/>
- University Library "Scholarly Communication" webpage: <http://www.lib.ucdavis.edu/ul/about/schcomm/>
- Directory of Open Access Journals (DOAJ): <http://www.doaj.org/>
- OpenDOAR: Directory of Open Access Repositories: <http://www.opendoar.org/>
- Networked Digital Library of Theses and Dissertations (NDLTD) International, open-access digital library: <http://www.ndltd.org/>

The University of California libraries and UC researchers have been involved with a myriad of open access publishing projects:

- ArXiv.org: <http://arxiv.org> for physics, math and computer science
- BioMed Central: <http://www.biomedcentral.com/browse/journals/> The earliest publisher of full-scale journals which are freely open to all. More than 100 titles are open-access. New portal have also been launched for [Chemistry Central journals](#) and [PhysMath Central journals](#).

- Oxford Open: <http://www.oxfordjournals.org/oxfordopen/>
- PLoS: Public Library of Science: <http://plos.org>
- In addition, several commercial publishers are experimenting with publishing some articles open access, sometimes for an additional publishing fee.

Contact your Library Subject Specialist for more information about open access.

## Scholarly Communication & Copyright

Copyright, fair use and intellectual property are complex topics that affect every aspect of research publication. For questions about copyright and intellectual property, including which material you may legally use in your classes, see the library's copyright page (see the links on the left-hand side):

<http://www.lib.ucdavis.edu/ul/about/copyip/>

or contact your Librarian Subject Specialist.

## Data Management

How to best preserve and store increasingly-large amounts of research data is a growing concern for the science community. Some federal grant agencies, including the National Science Foundation and the National Institutes of Health, are now requiring researchers who apply for grants to also submit a plan for managing their research data.

The UC Libraries have a data repository, called Merritt, which is available for UC affiliates to deposit and permanently archive their data in an accessible and uniquely-identifiable way. In addition, the UCD libraries maintain a page about how to construct data management plans.

See <http://lib.ucdavis.edu/ul/about/schcomm/datamanagement.php> for information about data management plans and <http://www.lib.ucdavis.edu/ul/about/schcomm/preservingdata.php> for more information about Merritt; for help and questions about these topics, contact the specialist librarians listed on these pages, or your Librarian Subject Specialist.