Introduction to research skills for Information Technology

The library has a range of print and electronic resources that you will find useful. Learning how to use these resources effectively will save you a great deal of time and effort.

The subject guide handouts available at the Information Desk and by emailing the subject Librarians at the end of this document are a good starting point. There are also useful guides to resources at: http://www.lib.monash.edu.au/subjects/

Finding books and journals in the library catalogue
The catalogue gives you online access to details of books and journals held by the Monash University Library at: http://library.monash.edu.au/

The best way to find a journal is to use the Advanced Search and journal title option. A guide to using the catalogue is available at the information desk.

Finding academic/refereed journal articles
For your studies/research, you will need to find quality articles from academic/professional/refereed journals. These are available in print (check our holdings in the library catalogue) and online via our databases page at: http://www.lib.monash.edu.au/databases/

What is a refereed/academic article?
In general terms, such articles:

- Have an abstract and reference list or bibliography of material cited that may exceed half a page
- Have an author/authors with academic qualifications and affiliations
- Are substantial, usually more than 8-10 pages long
- Have academic or scholarly content and are written using technical language
- Are divided into sections such as Introduction, Methodology, Results, Conclusion, Reference list
- Appear in a publication that is published by a reputable academic or professional institution or a commercial publisher of high standard

The definition “refereed” relates to the process of selection of the articles submitted for publication. Articles are sent to a panel of experts who advise the editor on their standard and suitability for publication.

For more details check our Library on-line tutorial How to identify academic resources at: http://www.lib.monash.edu.au/vl/scholar/scholcon.htm

Using electronic journals
The library has many suitable journals available via the web both on and off campus. Access is via your authcate user name and password.

Using databases
The library databases page is at: http://www.lib.monash.edu.au/databases/
This is a comprehensive page of links to databases that are an excellent source of quality journal articles as well as newspaper and magazine articles and company and industry reports. As a starting point, look at the key databases listed on the subject guides and on the list on the next page.
Some of the key databases for Information Technology are

- **ProQuest Computing** - Selected journals covering computer industry news, hardware/software information, technology management and electronic commerce information.
- **ABI/Inform global** - Covers aspects of computing and information technology related to business.
- **ACM (Association for Computing Machinery) Digital Library** - Covers journals and proceedings from the Association since the 1950s.
- **Expanded Academic ASAP** - This interdisciplinary database has a wide range of journals covering computing, information technology and business applications.
- **IEEE Xplore** - This database provides access to IEE/IEEE transactions, journals, magazines and conference proceedings. It also includes all current IEEE standards.
- **INSPEC** - Covers computers and information technology. Sources include journals, reports, books, dissertations and conference papers.

To use the databases effectively, refer to the “How to Use” database guides available from the Information Desk and on request. These guides give useful hints on effective search strategies, printing and emailing articles.

See the tutorial on developing a search strategy in the Library online tutorials at: [http://www.lib.monash.edu.au/vl/howind.htm](http://www.lib.monash.edu.au/vl/howind.htm)

Citing and referencing

Guidelines for different Schools and Departments vary. A selection can be found towards the end of the library’s Citing & Referencing tutorial at: [http://www.lib.monash.edu.au/tutorials/citing/infotech.html](http://www.lib.monash.edu.au/tutorials/citing/infotech.html)


The relevant guidelines are important in helping you submit your written work in the correct manner. They give examples of how to quote from books, journals, the web and other sources. It is crucial that you make appropriate acknowledgment of the work you refer to; if not, you may be accused of plagiarism.

Check with your lecturers if they want you to keep or submit copies of articles to which you have referred.

Getting assistance in the library

If you need help using the services offered by the library, please come to the Information Desk. See details for this service for off-campus learners at: [http://www.lib.monash.edu/services/offcampus/search.html](http://www.lib.monash.edu/services/offcampus/search.html)

Useful library web sites


The Gippsland Library Subject Librarians are available for consultation. A good way to make contact is by email.

- Business & Economics: kay.steel@lib.monash.edu.au
- Education, Applied Sciences and Art & Design: malcolm.home@lib.monash.edu.au
- HUMCASS and Psychology: jane.purton@lib.monash.edu.au
- Information Technology and Nursing: myles.strous@lib.monash.edu.au