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# International Year One: key resources



Make use of the  
skills and  
knowledge of the  
Learning Centre  
staff

March 2018

## Is this the right guide for you?!

This guide is intended for students studying the **International Year One**. It outlines the information sources available to help you research for assignments, essays and presentations.

As the International Year One is a pathway onto the 2<sup>nd</sup> year of a University course, it is important that you find and use quality resources efficiently and effectively. **This will be expected of you as part of your studies.**

### Online resources

The Learning Centre has bought licences to a range of specialised databases to help you find **QUALITY** material that has been assessed by fellow experts (peer-reviewed); these databases are **NOT** available freely via the web and should be a key part of your research.

**To log in to these databases, you need your OPEN ATHENS password. You need to COME INTO THE LEARNING CENTRE to fill in a form for this password. *It is important that you do this as soon as possible.***

You will then be given your username and password **Please make a note of these!**

Once you have your OpenAthens password, go to

<http://intolearningcentre.co.uk/online-resources/> and click on the

OpenAthens logo



You will then have access to the following database:

- **EBSCO Discovery**

A quick and easy way to search nearly 5,000 academic and business journals **AS WELL AS** e-books. Good for business research, marketing and management. Provides access to company information.

Always ask  
for help if  
you are stuck!

**The Learning Resource Centre has 2 detailed guides on how to use Ebsco Discovery. Please ask the staff.**

- **The Reviews** (was previously called **Philip Allan Databases**)

Online access to current and past copies of *Business Review*, *Economic Review*, and *Politics Review*. Great way of keeping up-to-date with current issues. Details of how to use this database efficiently are available

Access from <http://intolearningcentre.co.uk/online-resources/>

- **Electronic/ E-Books**

Electronic books covering key topics you will cover in International Year One are also available and you can use these both at INTO Manchester or at home. As well as searching for a full book, you can also search across **ALL** the pages in available books, all at the same time, for the topic you are interested in.

Electronic books are available via Ebook Central and Ebsco via Ebsco Discovery **There is a separate leaflet on how to use E-Books (Simple Guides 17/18)**

- **Searching the Internet**

The internet is full of information resources for you to use for your studies. However, it is **VERY** important that you use information from reputable sources only.

*Anyone can (and many do!) set up a website just to fool people/ promote their own point of view, so you need to be careful about which sources you use.* As a minimum, when searching the web, you should be making use of search engines such as **Google Scholar** rather than Google itself so you know you will find some “scholarly”/ academic literature. **Website: <http://scholar.google.co.uk/>**

It is **highly** recommended that you make use of **Open Access Depositories** that give you access to free, full-text scholarly articles from hundreds of universities and colleges worldwide. Examples include:

- **CORE (COnnecting REpositories):** free access to millions of open access research papers. **Website: <https://core.ac.uk/>**

- **Digital Commons Network:** brings together free, full-text scholarly articles from hundreds of universities and colleges worldwide.  
**Website:** <http://network.bepress.com/>
- **Directory of Open Access Journals:** gives access to some very useful “peer reviewed” journals for you to use. This means that articles have been checked by fellow experts. Suitable for those carrying out in-depth research. **Website:** <https://doaj.org/>
- **JURN:** find content in over 4,000 FREE ‘open access’ e-journals in the arts and humanities. Provides a useful list of the journals included. **Website:** <http://www.jurn.org/>



Make use of other libraries such as Manchester Central Library  
Ask for details

## Useful Websites

Collect the following leaflets that list websites from bona fide (reputable) sources to help your studies:

- **Finding Company Information (Guide 18)**
- **Finding Information on Economics & Business (Guide 20)**
- **Finding Information on Accounting & Finance (Guide 21)**
- **Finding Information on Marketing (Guide 23)**
- **Finding Information on Management and Organisational Behaviour (Guide 24)**

**Don't Forget Books!** Your tutor(s) will probably recommend key texts that you should read as part of your studies: most of these should be available in the Learning Centre, in either print or in electronic format. To find both paper and electronic books you need to search using the Library Catalogue. The catalogue is available via the Learning Centre website at <https://intolearningcentre.co.uk/>  
Details of how to use the catalogue efficiently are available in **Guide 4<sub>4</sub>**  
**Finding a Book in the Learning Centre**