Bibliographic services to support research

December 2018 Edition

Edited by Biblioteca di Agraria «G. Goidanich»
We will talk about...

- Sources of information and information retrieval
- How to find book and journals:
  - SBN-Ubo and ACNP Opacs
- How to find articles: databases
  - CAB Abstracts
  - WOS and Scopus
  - Proquest
  - AlmaStart
- Tools for reference material organisation
  - Zotero
- Citation and citation styles
Information retrieval

There are many sources in which you can find information to support your research:

- Books (or only chapters of books)
- Academic Journals articles
- Conference proceedings
- Dissertations
- And many others
THE ‘SISTEMA BIBLIOTECARIO DI ATENEO’ PORTAL

https://sba.unibo.it/en/homepage
How to find a book
How to find a book: the OPAC

OPAC: AN ONLINE DATABASE OF MATERIALS HELD BY A LIBRARY OR A GROUP OF LIBRARIES

Sbn-UBO OPAC
https://sol.unibo.it/SebinaOpac/SebinaYOU.do
The University and Municipality Libraries of Bologna

the Polo bolognese SBN gathers more than 250 libraries in the metropolitan area of Bologna:

- Academic libraries (Romagna ones included)
- Public Libraries of the City of Bologna and the other municipal libraries of Bologna
- Libraries of public and private Associations and Documentary Centers
- State libraries, Regional ones and other institutions
- Scholastic libraries

All libraries share the same user registry, so once registered in one of them, you only have to be enabled by the others. But rules may be different…
The libraries of the Bologna Pole

Le biblioteche del Polo Bibliotecario Bolognese

- Tutti
- Ateneo
- Comune di Bologna
- Provincia di Bologna
- Altre Biblioteche
- Ministero per i Beni e le Attivita' Culturali
- Comune di Imola
- Regione Emilia Romagna
How to find a book: the OPAC

let's search for the words rooftop urban agriculture in the opac basic search

from the list of the results, you can refine your search with some filters displayed on the left of the screen: library, author, year of publication, tags
How to find a book

From the list we choose:

B. Interdip. Agraria "Gabriele Goidanich"

Documento disponibile
Richiesta di prestito

Documento per sola consultazione interna

- Inventario 103019
- Collocazione BIBL 712 ORS

Documento ammesso al prestito, escluso dal prestito interbibliotecario e circolante

- Inventario 103020
- Collocazione BIBL 712 ORS/A
  - Note 1 v. (2. copia)
How to find a book

... IN THE LIBRARY

Textbooks not for loan

Textbooks for loan but not for postponement
How to find a book

The loan rules briefly:

- You can borrow up to 10 books at a time for 3 months

- You can postpone your due loans for 30 days more, only if they are not requested by other users and if they are not textbooks

- Once a loan has expired:
  - You can’t postpone it
  - If you don’t return the book, after 5 further days of delay, you will be suspended from the services for a number of days double than the delay
  - After 28 days delayed, you will be temporarily suspended from all Unibo libraries services
How to find a book

... but e-books too

If you want to download the full-text but you are browsing outside the University network:
http://www.sba.unibo.it/it/almare/servizi-e-strumenti-almare/connessione-da-remoto
Proxy : how it works

- Set your browser as recommended here: https://sba.unibo.it/en/almare/almare-tools-and-services/remote-access (you can see the Proxy icon also on the SBA home page https://sba.unibo.it/en/homepage)
- Thanks to this service you can do the same search as though you are browsing the University network
- You must use your institutional username and password to access the Proxy
How to find a book

What if the book you need is unavailable? You can reserve it!
How to find a book

What if the book you need is unavailable? You can reserve it.

B. Interdip. Agraria 'Gabriele Goldanich'

Nessuna copia del titolo disponibile per il prestito
Prenotazione documento

Documento per sola consultazione interna

Inventario 78364
Collocazione BIBL 632 BEL/01

Documento in prestito. Rientro previsto 19/07/2018, escluso dal prestito interbibliotecario e circolante
You can search with your mobile using the SBN UBO application downloadable from

Available on the iPhone App Store

Google play

La nostra APP
How to find a book

…and what if my library doesn’t hold it?

- **Prestito Circolante (PIC) / Local loan**
  - It’s a free service
  - It’s performed among the University libraries and the Public Libraries of the City of Bologna and those of the Metropolitan districts of the City.

- **International Library Loan (ILL)**
  - [http://agraria.sba.unibo.it/it/servizi/prestito-interbibliotecario/prestito-interbibliotecario](http://agraria.sba.unibo.it/it/servizi/prestito-interbibliotecario/prestito-interbibliotecario)
  - The service is usually free, only possible fees have to be refunded if requested by the landing libraries
How to find a book

Other opacs

IBC risorse culturali
http://polorer.sebina.it/SebinaOsRER/switchMain.do?sysb=main

OPAC SBN (Servizio Bibliotecario Nazionale)
http://opac.sbn.it/opacsbn/opac/iccu/free.jsp

Internet Culturale
http://www.internetculturale.it/
How to find a journal
Back where we started
How to find a journal

European Journal pathology

https://acnpsearch.unibo.it/

And also from:
https://sba.unibo.it/en/homepage
How to find a journal

ACNP opac results:

1. **European journal of plant pathology**
   - ISSN: 1573-8469
   - Cumulative holding: 1895-

2. **European journal of plant pathology (Print)**
   - European Foundation for Plant Pathology
   - ISSN: 0929-1873
   - Cumulative holding: 1994-
ACNP contains the bibliographical descriptions of all the journals owned by Italian libraries.

You can consult it for free here: https://acnpsearch.unibo.it

For each journal you can find the libraries who hold it and the respective years of holding.

You can see also if an electronic version of that journal exists, the available years and the library poles from which you can access the full text (UNIBO for the University of Bologna).
ACNP doesn’t include neither titles of articles nor full-texts, but it refers only to the journal titles.

ACNP includes both printed journals and elettronic ones.

ACNP redirects to the full text (if available) through the button [A-link]"
ACNP lists the Italian libraries (sorted in alphabetical order by province) that hold the printed format, and the list of the library networks that access the digital format of the journal, if existing (for their institutional users).

Please notice: when you work at home remember to first login to Proxy.
How to find an article starting from ACNP
Let's search the article:

**Methodology for the realisation of accelerated structural tests on tractors.**


The first thing to do is searching for the title of the journal in which the article has been published.
In the list of the results, we find the printed and electronic formats of the journal:

**Biosystems engineering**
European Society of Agricultural Engineers
ISSN: 1537-5110  Cumulative holding: 2002-

**Biosystems engineering (Online)**
Silsoe Research Institute
ISSN: 1537-5129  Cumulative holding: 2002-
If we look at the printed format we will see that our library holds only the year 2002 of this journal.

But if we look at the record of the electronic format we will find that the full-text of the article we need is available.
What if the full-text is not available but the library holds the printed journal?

➢ Photocopy service available

- [http://agraria.sba.unibo.it/it/servizi/fotoriproduzione-in-sede](http://agraria.sba.unibo.it/it/servizi/fotoriproduzione-in-sede)
- In accordance to the current regulations about the copyright law (15%)
- Disposable prepaid card 5 € (125 copies)
- A4 format costs 0,04 € per copy in B/W and 0,4 € for color copies
- The price is double for both side copies and A3 format
What if the full-text is unavailable and the library doesn’t hold the printed journal?

**Document delivery service (DD)**

http://agraria.sba.unibo.it/it/servizi/fornitura-documenti/fornitura-di-documenti

- The library requests the article to other libraries
- You can request up to 5 articles at a time
- The article will be sent to your institutional email (as a PDF that you must print and then delete), or sometimes delivered to you as a hardcopy
- The requests must respect the current regulations about the copyright law (15% of the whole issue)
- The service is usually free, only possible fees have to be refunded if requested by the landing library
You can submit your request by filling a form at the front-office of the library, otherwise you can write to: dd.biblioagraria@unibo.it

Remember to specify:
- The title of the Journal
- Year of publication
- Volume/Issue number
- The range of pages
- Title and author of the article

For requests submitted online, an institutional email is needed (@studio.unibo.it or @unibo.it)
NILDE is a web-based application used by Italian libraries to manage DD requests.

NILDE user section allows to, once registered, insert the data of the articles straight in the platform, from which they are processed by the referral library.

How to search in a database
How to search in a database

In this field you can recall a database typing its name, if known.

If you don’t know the name of the DB you need, you can browse the catalogue by clicking here.

Back where we started

AlmaRE
How to search in a database

An overlook at AlmaRE

Introduci un termine di ricerca per selezionare le banche dati su un certo argomento o di un determinato ambito disciplinare.

**Attenzione!** La ricerca non viene effettuata all'interno delle banche dati, bensì sulle loro schede descrittive. Le parole possono essere troncate, senza adoperare caratteri di troncamento. Se vengono inseriti più termini l'operatore logico sottinteso è AND.

Risultati della ricerca con il termine o l'iniziale all. Banche dati in elenco: 351.

<table>
<thead>
<tr>
<th>Banca dati</th>
<th>Descrizione</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>AAT : The Art &amp; Architecture Thesaurus</strong></td>
<td>Vocabolario controllato composto da oltre 131.000 termini d'arte ed architettura strutturati in un database interrogabile. AAT è un thesaurus compilato in base agli standard ISO e NISO. Presenta una terminologia controllata per soggetti e concetti d'arte, architettura, arti decorative, tecniche artistiche, materiali d'archivio, ciascuno supporto da una descrizione e da ... [scheda completa]</td>
</tr>
<tr>
<td><strong>ABI/INFORM Collection (ProQuest Central)</strong></td>
<td>Banca dati bibliografica e a testo pieno specializzata in scienze economiche: include ABI/INFORM Dateline, ABI/INFORM Global e ABI/INFORM Trade &amp; Industry. Indicizza migliaia di periodici a testo pieno, dissertazioni e tesi, quotidiani, notiziari, pubblicazioni specialistiche, working papers, rapporti e dati scaricabili per paese e ... [scheda completa]</td>
</tr>
<tr>
<td><strong>ARI/INFORM Dateline (ProQuest Central)</strong></td>
<td>Banca dati bibliografica e a testo pieno specializzata in scienze economiche con particolare attenzione agli ambiti ...</td>
</tr>
</tbody>
</table>
How to search in a database

Databases

- You can consult more than 300 databases subscribed by the University of Bologna.

- At this link you can see all databases gathered by study area (http://www.sba.unibo.it/it/almare/collezioni/banche-dati), so you can find those more relevant to the agricultural sciences.

- Databases contain references to articles published in scientific journals or papers presented at scientific symposia: for this reason they are very useful for researches about specific topics.

- Each record refers also to the abstract or the fulltext of the articles when available.
CAB ABSTRACTS

- **CAB Abstracts** collects articles of journals and proceedings of symposia about agricultural sciences and related branches. It contains the abstract of every record included in the DB.

- **CAB Abstracts** gains access about 8 millions records from 1910 up today.
How to search in a database

CAB ABSTRACTS

main subjects:

- Agricultural sciences
- Environment
- Veterinary
- Agricultural economy
- Food sciences
How to search in a database

CAB ABSTRACTS

strategies of search

- As any other search engine, you can use the natural language for a basic search

- Later you can use specific fields for an advanced search: if you select the title field, you can check out if some particular words are in the title of some articles

- You can also refine your research by setting limits related to the date of publication (for example you can limit your search to the articles published from 2010 up today)

- The results are usually sorted by date of publication (from the most recent to the least)

- You can choose different strategies of search (author, title, keyword etc.)

- Every record shows the title of the article, the author/s, title of the journal, year, volume and issue of publication

- You can read the abstract of the articles by clicking on the title of each record: in this way you can gain more information about the topic of the article
Boolean Operators

They are logical operators which allow to match some words in the query. The most used are AND, OR and NOT:

- **AND**: all of your search terms will present in the retrieved records (by default usually in BD)
  > with this operator you narrow your search

- **OR**: The database retrieves all the unique records containing one term, the other, or both
  > with this operator you broaden your search

- **NOT**: exclude term(s) from your search results

- Google search uses sign “+” in place of AND and “-” in place of NOT!
How to search in a database

CAB ABSTRACTS

Ricerca Base | Trova Citazione | Strumenti di Ricerca | Campi di Ricerca | Ricerca Avanzata | Ricerca Multi-Campo

1 Risorsa selezionata | Nascondi | Cambia

CAB Abstracts 1910 to 2018 Week 47

- tractors engines

Limiti (espandi)
- Includi Contenuti Multimediali
- Includi Termini Correlati

Risultato della Ricerca:
9876 risultati di testo

Ricerca Base | Trova Citazione | Strumenti di Ricerca | Campi di Ricerca | Ricerca Avanzata | Ricerca Multi-Campo

1 Risorsa selezionata | Nascondi | Cambia

CAB Abstracts 1910 to 2018 Week 47

Inserisci una parola del titolo o una frase da ricercare.

- Parola Chiave
- Autore
- Titolo
- Rivista

tractor* engine*

Limiti (espandi)
- Includi Contenuti Multimediali
- Associa Termine per Descrittore

Risultato della Ricerca:
166 risultati di testo
How to search in a database

CAB ABSTRACTS

1. The effect of the tractor engine rated power on diesel fuel consumption.
   Jilek, L. Przazn, R. Podpera, V. Germdova, I.
   Research in Agricultural Engineering; 2006. 54(1):1-8. 2 ref. [Journal article]
   Riassunto  + I Miei Progetti  + Annota

2. Testing device with opened hydrostatic circuit for dynamic loading on take off shaft.
   Drabant, S. Bollia, M. Zikla, A. Petransky, I. Dudak, J.
   Research in Agricultural Engineering; 2005. 51(3):91-98. 8 ref. [Journal article]
How to search in a database

CAB ABSTRACTS

Ricerca Base | Trova Citazione | Strumenti di Ricerca | Campi di Ricerca | Ricerca Avanzata | Ricerca Multi-Campo

1 Risorsa selezionata | Nascondi | Cambia

CAB Abstracts 1910 to 2018 Week 47

- tractor
- engine
- jilek

Title
Author

Ricerca

+ Aggiungi una Nuova Riga

1. The effect of the tractor engine rated power on diesel fuel consumption during material transport.

Jilek, L., Przan, R., Podpera, V., Gerndtova, I.


[Journal article]

Risultato della Ricerca:
1 risultati di testo

Riassunto | + I Miei Progetti | + Annota
How to search in a database

CAB ABSTRACTS: other strategies of search

Wildcard characters and other shortcuts

*: replaces from “0” to “n” characters inside or at the end of a word
Examples: physiolog* > physiology, physiological
        col*r > color, colour

?: replaces 1 character inside the word
example: wom?n > woman, women

"...": searches for an exact phrase

(...): searches for complex phrases
example: brain (anatomy OR morphology)

These special characters are usually used also in most databases
How to search in a database

Databases: Scopus and Web of Science

Scopus and WOS are two of the widest multidisciplinary scientific databases which collect millions of scientific records: they also provide papers and authors statistics.
How to search in a database

Databases: Scopus and Web of Science

As any other database Scopus and WOS allow a basic and an advanced search (selecting search fields and using boolean operators)

**Scopus**

<table>
<thead>
<tr>
<th>Search</th>
<th>Authors</th>
<th>Affiliations</th>
<th>Advanced</th>
</tr>
</thead>
<tbody>
<tr>
<td>tractor*</td>
<td></td>
<td></td>
<td>Article title, Abstract, Keywords</td>
</tr>
</tbody>
</table>

E.g., "Cognitive architectures" AND robots

| AND | | | |
| Search | | | |
| test* | | | Article title, Abstract, Keywords |

| AND | | | |
| Search | | | Article title, Abstract, Keywords |

› Limit
How to search in a database

Databases: Scopus and Web of Science

And similarly have a lot of filter you can use
How to search in a database

Databases: Scopus and Web of Science

Web of Science

The Advanced search in WOS is a little more complex because it needs the use of fields code («tags»), but there is a very clear legend on the right of the screen.
How to search in a database

Databases: Scopus and Web of Science

Filters on the left side of the screen and statistics on the right
AlmaStart is the University of Bologna discovery tool that allows to reach with a single search, print and online library resources (books, article, journals, databases, AlmaRE and AlmaDL Collections).
How to find a book in AlmaStart

You can search by keywords in the single search box and then refine the results by several filters on the left side of the screen:

i.e.: tractors

From the list of the results on the left of each record you can see the nature of the document:
How to find a book in AlmaStart

We can refine the results with the filter *Tipi di documento* (nature of document)
Filter the results by:

- SbnUbo catalogue
- Publication date: 20170101-20181231
- Source types: books

results: 18

Of those we choose:
Exercise:

Compare the results in AlmaStart and Sbn-Ubo for: 
*Rooftop urban agriculture*

1. Are there any differences?
2. Research fields and filters are the same?
3. It’s easier finding a book in...
How to find a journal in AlmaStart

European journal of plant pathology

VS

24.681 using the filter «catalogo ACNP» : 2
Let’s search the article: 
**Methodology for the realisation of accelerated structural tests on tractors.**

In the single search box you can match some words of the title:
How to find an article in AlmaStart

The system returns 5 results among which we find the article we need:

1. **Methodology for the realisation of accelerated structural tests on tractors**
   - By: Mattetti, Michele; Molari, Giovanni; Sedoni, Enrico.
   - Database: PASCAL Archive

2. **Research Paper: Methodology for the realisation of accelerated structural tests on tractors**
   - By: Mattetti, Michele; Molari, Giovanni; Sedoni, Enrico.
   - DOI: 10.1016/j.biosystemseng.2012.08.008, Database: ScienceDirect
How to find an article in AlmaStart

Almastart limits the search to the records whose full-text is available by default.

If you click on the A-link button you can access the full text of the article.


A-link Verifica disponibilità full text e servizi aggiuntivi
How to find an article in AlmaStart

You can also search articles with the multifield **Advanced Search**, combining words of the title with the name of one of the authors (if known) using Boolean operators (AND, OR, NOT etc.)
From the list of the results you can choose the article you need:

6. **Methodology to analyse farm tractor idling time**
   
   Perozzi, Daniela; Mattetti, Michele; Molari, Giovanni; Sereni, Eugenio. *BIOSYSTEMS ENGINEERING*, AUG 2016, 148; p81-p89, Database: Science Citation Index
   
   Verifica disponibilità full text e servizi aggiuntivi

7. **Methodology for the realisation of accelerated structural tests on tractors**
   
   
   Verifica disponibilità full text e servizi aggiuntivi
Even though AlmaStart harvests most of the digital resources of the University of Bologna, not all the Databases are included. So, if you don’t find an article with AlmaStart, try to do the same search on the not included databases.
<table>
<thead>
<tr>
<th>Databases related to «Agricultural sciences»</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>AGRICOLA (ProQuest)</strong> - Accesso: ProQuest - Online - Campus</td>
</tr>
<tr>
<td><strong>Agricultural and Environmental Science Database</strong> - Accesso: ProQuest - Online – Campus</td>
</tr>
<tr>
<td><strong>AGRIS (Ovid)</strong> - Accesso: OvidSP - Online – Campus</td>
</tr>
<tr>
<td><strong>Aqualine</strong> - Accesso: ProQuest - Online - Campus</td>
</tr>
<tr>
<td><strong>ASABE Technical Library</strong> - Accesso: Online - Campus</td>
</tr>
<tr>
<td><strong>Biological Science Database</strong> - Accesso: ProQuest - Online - Campus</td>
</tr>
<tr>
<td><strong>Biotechnology Research Abstracts</strong> - Accesso: ProQuest - Online - Campus</td>
</tr>
<tr>
<td><strong>CAB Abstracts</strong> - Accesso: OvidSP - Online - Campus - 8 accessi</td>
</tr>
<tr>
<td><strong>CrossRef</strong> - Accesso: Online - Accesso libero</td>
</tr>
<tr>
<td><strong>Distribution Maps of Plant Diseases</strong> - Accesso: Online - Campus</td>
</tr>
<tr>
<td><strong>Earth, Atmospheric and Aquatic Science Database</strong> - Accesso: ProQuest - Online - Campus</td>
</tr>
<tr>
<td><strong>FSTA: Food Science and Technology Abstracts</strong> - Accesso: EBSCOhost - Online - Campus - 4 accessi</td>
</tr>
<tr>
<td><strong>Google Scholar</strong> - Accesso: Online - Accesso libero</td>
</tr>
<tr>
<td><strong>GreenFILE</strong> - Accesso: EBSCOhost - Online - Accesso libero</td>
</tr>
<tr>
<td><strong>Natural Science Collection</strong> - Accesso: ProQuest - Online - Campus</td>
</tr>
<tr>
<td><strong>Oceanic Abstracts</strong> - Accesso: ProQuest - Online - Campus</td>
</tr>
<tr>
<td><strong>Periodicals Archive Online (PAO)</strong> - Accesso: ProQuest - Online - Campus</td>
</tr>
<tr>
<td><strong>ProQuest Central</strong> - Accesso: ProQuest - Online - Campus</td>
</tr>
<tr>
<td><strong>Research Library (ProQuest Central)</strong> - Accesso: ProQuest - Online - Campus</td>
</tr>
<tr>
<td><strong>Scopus</strong> - Accesso: Online - Campus</td>
</tr>
<tr>
<td><strong>Water Resources Abstracts</strong> - Accesso: ProQuest - Online - Campus</td>
</tr>
<tr>
<td><strong>Web of Science (WOS)</strong> - Accesso: Online - Campus</td>
</tr>
</tbody>
</table>

AlmaStart not included
Other databases not included in AlmaStart

ProQuest Central is one of the widest multidisciplinary bibliographical and full-text databases

https://search.proquest.com/?accountid=9652
Other databases not included in AlmaStart
TOOLS FOR REFERENCE MATERIAL ORGANIZATION

https://www.zotero.org/

• Free
• originally developed as a Firefox plug-in but nowadays it is integrated with the most of the browsers
• «Word» integrated

https://access.clarivate.com/#/login?app=endnote
http://www.sba.unibo.it/it/almare/servizi-e-strumenti-almare/gestione-bibliografie/endnote-basic

Only free version thanks to Web of Science subscription with due plug-in: Cite While You Write (for Word); Capture

Mendeley
https://www.mendeley.com/
Features of Zotero

- Importing references from a web page or from citation data (BiBTeX, RIS, etc);
- Organization of citations within the reference manager database;
- Annotation of citations;
- Sharing of the reference manager database or portions with colleagues;
- Producing formatted citations in different styles;
- Working with word-processors through a plug-in.
TOOLS FOR REFERENCE MATERIAL ORGANIZATION

- https://www.zotero.org/
From every database, once installed the zotero connector in your browser, you can import the results of your research in zotero, organize them in «collections», produce a bibliography to export or create the bibliography of your own paper directly in your Word document.
Your references will be showed in the middle of the screen while on the left are displayed your collections.
• “A citation is a reference to a published or unpublished source” (Wikipedia)

• A citation should supply all the details to uniquely identify the documents:
  • for books: title, author/s, publisher, year of publication, pages, ISBN
  • for articles: title, author/s, journal title, year, volume, issue, pages, ISSN, DOI

• A citation style is the format which regulates how the document details has to be provided.
Citation and Citation styles

Most popular Citation styles

APA

In-Text citations: (Mattetti, Molari, & Sedoni, 2012)


Harvard

In-Text citations: (Mattetti et al., 2012)


Vancouver

In-Text citations: (1)

Bibliographic information services

Into the library it’s always possible to get in touch with the librarians for every information about bibliographic and searching matters.

For any question you can refer to the front-office, or write an email to

info-prestito.biblioagraria@unibo.it
In the end:
Teaching material

Goidanich Library:
http://agraria.sba.unibo.it/
    it/servizi/esercitazioni-di-
    ricerca-bibliografica

SBA:
https://sba.unibo.it/en/services/
    training/tutorial-di-
    information-literacy-1
THANK YOU FOR YOUR ATTENTION

NOW CLAP YOUR HANDS