D.C. Everest Junior High

LC

Yellow Pages
2017-2018

Ms. Gettelman
Mrs. Tice
Mrs. Steinke
Mrs. Spranger
Miss Zastrow

LC Hours 7:00-3:30

www.dce.k12.wi.us/juniorhigh
Note:

The on-line programs listed in this handbook can be used at home if you have Internet access...

Junior High home page (www.dce.k12.wi.us/juniorhigh)
“Student Resources” / “Learning Center (LC)” / “Research Tools”

Select the program of your choice

Login ID: dcejh

Password: dcejh
Table of Contents

Beginning-Level Sources

1) How to find Books

- Destiny Quest.................................................................pg. 6-7
  Our PAC, or public access catalog, functions as our catalog, or index, to both our LC collection and our OverDrive collection. All items in these collections are listed in this database.

- Research Tools..............................................................pg. 8-9
  Summary of online sources.

- WISCAT (Interlibrary Loan)..............................................pg. 10-11
  WISCAT is the index to our state-wide database. It’s like a PAC for the state of Wisconsin. It includes all the catalogs of the University of Wisconsin libraries, large public libraries, DCE Senior High, and our own LC. Use this Internet source to request interlibrary loan materials. Please see the LC staff for assistance with this process.

- Marathon County Public Library (Hours & V-Cat)..................pg. 12

2) How to find Reference Tools

A) General encyclopedia...

- Encyclopedia Britannica.......................................................pg. 13-14
  Encyclopedia Britannica comes to us free of charge through our state funded program entitled BadgerLink. It includes four encyclopedias, magazine articles, Internet guide, and videos & media.

- World Book Encyclopedia.....................................................pg. 15-16
  World Book contains all of the articles from the print set encyclopedia plus more...including maps, a large dictionary, and full-text articles from leading newspapers and magazines.
B) Specialized Reference Tools...biographical

- **Biography in Context**………………………………………………pg. 17
  
  *Biography in Context* includes more than 38,000 worldwide profiles. From historical figures to today’s headliners, the lives of a complete range of people can be accessed. Artists, scientists, journalists, actors, sports figures, politicians, authors, etc. are included with this tool.

- **Discovery Education**……………………………………………pg. 18-19
  
  *Discovery Education* is more than just video. It includes content collections and other resources to help students. Over 181,000 multimedia sources include videos, video clips, images, clip art, pod casts, sound effects, songs, encyclopedia articles, interactive games, and many other activities.

- **PowerSearch**………………………………………………………pg. 20
  
  *PowerSearch* is a selection of topic content including primary sources, overviews, videos, interactives and more...includes magazines, reference books, newspapers, etc.

3) How to find Periodicals (Newspapers and Magazines)

- **BadgerLink** (reference books, periodicals, newspapers)……pg. 21-22

  *BadgerLink* is a general index that includes over 1,000,000 full text articles from periodicals, newspapers, and references. This state funded resource consists of approximately 20,000 full-text magazines, journals, newspapers, reference materials, and other specialized information sources. Articles from 2,900 historical newspaper titles are also available. Other resources include Student Research Center, Searchasaurus, History Reference Center, and Access Newspaper Archive.
Table of Contents

Advanced-Level Sources

1) Specialized reference tools or indexes

- Student Resources in Context................................................................. pg. 23
  Student Resources in Context is designed for high school students and includes more than 79,000 reference articles, 15 million periodical and newspaper articles, 4,200 primary sources, and 100,000 multimedia records. Access thru the Internet.

- American Government/American History........................................... pg. 24-25
  American Government is an online resource that includes information about current events, biographies, court cases, primary source documents, maps, photographs, video clips, etc. about our government.

  American History, another online source, contains information about current events plus entries about vital aspects of our nation’s history including primary source documents; also includes graphics, video clips, audio clips, etc.

- ProQuest Historical Newspapers.................................................... pg. 26-33
  ProQuest Historical Newspapers provides access to national newspapers spanning from 1851-2001 such as the Chicago Tribune, New York Times, Washington Post, and Christian Science Monitor. This online source is great for historical events, social and consumer history, economics, technology and much more. Each newspaper is reproduced cover to cover and includes news stories, editorials, graphics and advertisements. This program can be searched by keyword, Boolean, or natural language entries. It can also be searched by date, author, article type, etc. Accessible only via the Internet.

- Science in Context............................................................................ pg. 34
  Science in Context includes a selection of topic content including millions of full-text articles from national and global newspapers, magazines, and journals…includes images, videos, and audio selections from authoritative sources.

- Opposing Viewpoints.................................................................pg. 35
  Opposing Viewpoints contains contemporary social issues from a variety of over 700 digital sources.

- Google Scholar.................................................................pg. 36-39
  Google Scholar is a search engine that indexes the full text of scholarly literature and includes articles, theses, books, abstracts and court opinions, from various sources.
Destiny Quest
PAC (Public Access Catalog)

Indexes or lists everything that our LC owns…also includes all OverDrive titles

Junior High home page / “Student Resources” / “Learning Center (LC)” / “Destiny Quest Library Catalog”
1. If a title is checked out, you may place your own hold on any item by logging in:

2. To log in: use your school (network) log in and password
3. Type in the title again
4. Click on the cover
5. Click on Hold It!

6. Be sure to log out when finished!
Online “Research Tools”

Research Tools/Online Databases

American History/American Government - Current events plus entries which address every aspect of our nation's history/government encompassing critical essay biographies, court cases, primary source documents, maps, photos, video clips, audio clips, etc.

BadgerLink - Magazine, newspaper articles, etc.

Biography in Context - Biographical info about world personalities

Discovery Education - Digital service that provides students and teachers with interactive content and services, which covers a variety of subjects (video clips)

EasyBib - A comprehensive MLA and APA bibliography composer/generator, and can be used with Google Docs

Encyclopedia Britannica - Encyclopedia

Google Scholar - Indexes full text, magazine articles, technical reports, theses, books, and other documents, and selected web pages that are thought to be scholarly

GVRL (Gale Virtual Reference Library) – Collection of nonfiction books to help with research
Opposing Viewpoints in Context - Contemporary social issues from a variety of over 700 digital sources

PowerSearch - Selection of topic content including primary sources, overviews, videos, interactives and more...includes magazines, reference books, newspapers, etc.


Science in Context – Selection of topic content including millions of full-text articles from national and global newspapers, magazines, and journals…includes images, videos, and audio selections from authoritative sources

Student Resources in Context - Selection of topic content including primary sources, overviews, videos, interactives and more...includes magazines, reference books, newspapers, images, etc.

WISCAT - State of Wisconsin catalog

World Book - Encyclopedia
WISCAT

Index to Wisconsin’s statewide database...lists holdings for all major universities, large public libraries, and most secondary schools (including DCEJH). This program may also be accessed thru BadgerLink and is the basis of Wisconsin’s interlibrary loan system.

Junior High home page / “Student Resources” / “Learning Center (LC)” / “Research Tools”

1. Select “WISCAT”
2. Click on the arrow for “Other Searches” and select “Advanced Search”

3. Click on the “Title” arrow and change to “Subject” then type the appropriate key words or search terms for your topic.
4. Click on “Search”

5. **Click on the cover of the item you want** to borrow, then click on the printer icon located under the cover

6. When the print window opens, change print range to pages from 1 to 1

7. Complete the Interlibrary Loan Request form (located on top of Pod B)  
   Use **Green** form for History Day and **Yellow** form for all other requests

8. **Students may request up to 2 items at a time**

9. Staple the WISCAT printout to the back of the Interlibrary Loan Request form

10. Place your completed request form in the Interlibrary Loan basket on top of Pod B

11. You will be notified when your request(s) arrive

   **Pick up/return your request(s) to the LC office by the due date**
Marathon County Public Library

http://www.mcpl.us
1. Select “Encyclopedia Britannica”
2. Click in search box and type your subject or topic
3. Click on

4. Select a level

5. Select a filter
6. Email article to yourself

E-mail

To

E-mail

To share with more than one person, separate addresses with a comma

From

Name

E-mail

Submit

7. Cite (copy/paste into EasyBib)

Cite

While every effort has been made to follow citation style rules, there may be some discrepancies. Please refer to the appropriate style manual or other sources if you have any questions.

Select citation style

MLA
Online Encyclopedias

World Book

Junior High home page / “Student Resources” / “Learning Center (LC)” / “Research Tools”

1. Select “World Book”
2. Click on version of your choice
3. Click in search box and type in your subject or topic
4. Click “Search” or press the “Enter” key
5. You may wish to select a filter…
6. To save/cite article:

Click on:

![MY RESEARCH icon](image)

Then:

![Tools and Settings menu](image)

Select MLA, then copy/paste into EasyBib
Biography in Context

Junior High home page / “Student Resources” / “Learning Center (LC)” / “Research Tools”

1. Select “Biography in Context”
2. Click in search box and type your subject or topic
3. Click “Search” or press the “Enter” key

4. Next screen, you may wish to limit your search by source:

**Everything**

- Biographies
- Images
- News
- Audio
- Magazines
- Academic Journals
- Videos
- Websites

**Tools**

- Citation Tools
- Email
- Download
- Print
- Highlights and Notes (0)
- Save
- Share
- Translate

**Export To:**

- EasyBib
- Format Option:
  - Save to Google Drive™
  - Save to OneDrive™
  - HTML
  - PDF
  - Download
  - Cancel
Discovery Education. . .

1st  *Go to your web browser and go to. . .

dce.discoveryeducation.com
Log in: username@dce.k12.wi.us
(first name last initial & last name)
Password* *Use your school password.

2nd  On the left side, you will see the following headings. . .

My DE
*Streaming Plus
Math Techbook
*Social Studies Techbook
*My Notebook
My Content
Assignments
*Board Builder
Discovery Student Network (DSN)

Streaming Plus
*This is where you can search for information on a specific broad and/or narrow topic.
*You can look for videos, boards, images, audio, text, interactives, lesson materials.
*You can also search by grade level.
*You will use either grades 6-8 or grades 9-12
Social Studies Techbook
*You need to ALWAYS be in the
  United States History (Prehistory to Reconstruction) Techbook.
*This Techbook is set up by . . .
  Units, Chapters, & Sections.
*Within each section, it is set up by . . .
  Engage, Explore, Explain, Elaborate, Evaluate, Model Lesson

My Notebook
*This is serves as an online note taking location.

Board Builder
*This is an online presentation/poster.
*Your teacher can put boards for you to use here, also
1. Select “PowerSearch”
2. Click in search box and type your subject or topic
3. Press the “Enter” key

4. Next screen, you may wish to limit your search by source:
   - Magazines
   - Academic Journals
   - Books
   - News
   - Images
   - Videos
   - Audio
1. Select “BadgerLink”

2. If you select “Browse by Format”,
   - select the option of your choice
3. If you select “Browse by Subject”
   - select “Browse by History”
4. If you select “Browse by Audience”
   - select Student: middle school or high school
5. If you select “Browse All Resources”
   - Select “Super Search”

6. After you select one of the above, you need to filter or limit your search by using these filters:
7. Then click “Apply”
8. Next select “Super Search”
9. Type in your key words or search terms and press “Enter” or click on Search
10. Entries with
   Only have an abstract or summary of the document/information
11. Entries with
    Have “full text” or the entire document/information
12. Like it? Select options:
   You can save the doc/info to your Google Drive.

   In EasyBib: Click “Import”
1. Select “Student Resources in Context”
2. Click in search box and type your subject or topic
3. Click “Search” or press the “Enter” key

4. Next screen, you may wish to limit your search by source:

   - Reference
   - Images
   - Primary Sources
   - Creative Works
   - News
   - Magazines
   - Academic Journals
   - Critical Essays
   - Case Overview
   - Plot Summary
   - Videos
   - Audio
1. Click on “American Government & History”
2. Select “DC Everest Jr. High”
3. Click on “Continue”
4. Click on either “American Government” or “American History” or “Search all Databases”
5. Click in search box and type your subject or topic

6. Click on or press the “Enter” key

Available filters:

Additional tools:

In EasyBib: Go to Step 2: Click “Create Citations”
1. Select “ProQuest Historical Newspapers”
2. Click in search box and type your subject or topic
3. Click on or press the “Enter” key
4. Scroll down for entries
5. Click on article title (underlined)
6. To save the **article** to your Google Drive: select **email** article to yourself:

   ![Image of email page]

   Be sure to click/select “Attach PDF Images(s)"

7. To save the **citation** info:

   ![Image of citation page]

   Select citation/abstract, then

   **Copy/paste** info into **EasyBib** or **email** to yourself:

   ![Image of email page]

   Be sure to click/select “Attach PDF Images(s)”
About ProQuest Historical Newspapers

ProQuest Historical Newspapers delivers the complete run of several newspapers, including *The New York Times*, *The Washington Post*, *The Christian Science Monitor*, and *Los Angeles Times*. It offers an unparalleled online resource for the study of historical events, social and consumer history, economics, literature, technology, and more.

Every issue is reproduced in cover-to-cover full-page image from news stories and editorials to graphics and advertisements. Our title coverage spans from 1851 to 2001. Students can search using keyword, Boolean, or natural language queries as well as limit searches by date, author, article type, and more.

Submit a Search Query

All ProQuest Historical Newspapers research begins at the main search page. You can search the database using a keyword search query, or you can incorporate advanced search features to enhance your search focus.

At the main search page, type a search query in the Enter Keywords box (A). You can format your search query as a single keyword search, a phrase, or as a Boolean search string comprised of several keywords connected by Boolean operators (i.e., AND, OR, AND NOT, etc.).
AND retrieves documents that include both keywords connected by the AND operator; OR retrieves documents that contain at least one of the keywords connected by the OR operator; AND NOT excludes documents that contain the keyword that follows the AND NOT operator.

For best results, enclose phrases of three words or more in quotation marks. Two word queries are searched as an exact phrase by default.

- Single keyword search query example: Vietnam
- Phrase search query example: Martin Luther King
- Boolean search query example: Titanic and iceberg

For advanced searching with Boolean operators, click here.

Choose the Select Decade or Date feature (B) to further limit your search results. Features include Decade (1850s 2000s), All Dates, Between, Before, and After.

TIP: remember not all newspapers include archival content back to the 1850s.

Use additional Advanced Search options (C) to use other index search fields like Publication, Article Type, and Author.

After making your selections, click the Search button (D). ProQuest Historical Newspapers immediately searches the database for documents matching your search query and displays a list of matching documents in the form of a results list (as discussed below).

Additional Search Features

Keyword searches aren't your only search option. You can also choose to Browse Papers By Date (E), allowing you to see all articles and headlines available on an important day such as your birthday. Featured Articles (E) showcases a high-impact newspaper front page for each day of the year. Clicking the article title or image launches the full article.
Review Your Results List

After clicking the Search button, a results list page appears, summarizing your search and listing those documents that match your search query. Results are listed in oldest first order.

Parts of the results page

Matching documents are displayed in citation format (A), including the article title, author, source of publication, place of publication, date of publication, and page information.

Use the era results (B) menu to immediately scan the number of results available in each era, or click an era image to jump to a specific era. Each era subset displays the first five results. To see the full result set, click view all (C).

ProQuest Historical Newspapers provides three possible viewing formats for document records. The icons displayed underneath each document record represent these viewing formats. Click a format icon (D) to view the format indicated, or click the article title. Use the checkbox (E) to add a document to a marked list (My List) for later viewing, printing, and/or emailing.
Displays a brief citation and abstract for the article (Abstract).

Displays a scanned page of the article as it was originally printed (Article Image-PDF). Adobe Acrobat Reader must be installed on your computer to use this viewing format.

Displays a scanned page of the newspaper as it was originally printed. You can use this to browse an issue (Page Map).

Working With the Full Document

To view an Article Image-PDF

After clicking a viewing format from the results list, the viewing format of that document appears. Use the Article Image viewing format to enlarge or decrease a document's size by selecting an appropriate format icon (A). After examining the information, return to your Search Results (B) list for further exploration, or change the article format by selecting from page map or citation/abstract. You can save, print, mark, or email any document. Use the top toolbar (C) to launch a new Search or access your My List.
To view a Page Map

Use the Page Map to browse an entire page of a newspaper title. Use your mouse to scroll over the page and review the headlines on the page (A). You can click any article from the page map format to launch the article image-PDF of a specific headline. Click Return to Search Results (B) to return to your original results list.

To print an article

Although articles appear in Adobe by default, problems sometimes arise when using the Adobe print and e-mail functions. To minimize difficulties, use the functions provided on the ProQuest toolbar, positioned just above the Adobe window.

Article Types

Use Article type in Advanced Search to search for keywords in articles of a certain type. Feature, front page, and editorial article are checked by default. Try some examples.
Article Types

Use Article type in Advanced Search to search for keywords in articles of a certain type. Feature, front page, and editorial article are checked by default. Try some examples.

1. Review: Check review to search for any type of review, such as a book review. TIP: many famous authors and people have written reviews try typing a name in the Author name field.
   - Leaves of Grass
   - Tolkien

2. Front Page: Check front page to search for front-page articles for all sections.
   - shuttle Challenger explosion
   - Armstrong moon landing

3. Display Ad: Check display ad to search for display ads for products or companies.
   - Lucky Strike (limit the date range to the decade 1940s)
   - Coca Cola drink (limit the date range to the decade 1910s)

4. Editorial Cartoon: Check editorial cartoon to search for editorial cartoons and drawings.
   - Eisenhower
   - Sputnik
1. Select “Science Resources in Context”
2. Click in search box and type your subject or topic
3. Click “Search” or press the “Enter” key

4. Next screen, you may wish to limit your search by source:

**Everything**

- Reference (14)
- Biographies (3)
- Audio (9)
- News (157)
- Academic Journals (24)
- Magazines (61)
- Websites (1)
Opposing Viewpoints in Context

1. Click in search box and type your subject or topic
2. Click “Search” or press the “Enter” key
3. Next screen, you may wish to limit your search by source:

<table>
<thead>
<tr>
<th>Everything</th>
</tr>
</thead>
<tbody>
<tr>
<td>Viewpoints (20)</td>
</tr>
<tr>
<td>Reference (19)</td>
</tr>
<tr>
<td>Biographies (2)</td>
</tr>
<tr>
<td>Magazines (175)</td>
</tr>
<tr>
<td>Audio (22)</td>
</tr>
<tr>
<td>News (1,754)</td>
</tr>
<tr>
<td>Academic Journals (35)</td>
</tr>
<tr>
<td>Videos (5)</td>
</tr>
<tr>
<td>Primary Sources (7)</td>
</tr>
</tbody>
</table>
Google Scholar

Junior High home page / “Student Resources” / “Learning Center (LC)” / “Research Tools”

1. Select “Google Scholar”
2. Click in search box and type your subject or topic
3. Click or press the “Enter” key
What is Google Scholar and how do I use it?

A Quick Look at Google Scholar

What is Google Scholar?

Google Scholar is a Web search engine that specifically searches scholarly literature and academic resources.

But my teacher said not to use Google! How is "Google Scholar" different from "Google"?

Google searches public Web content. Your teacher says "Don't use Google," meaning that you should not use the public Web content.

Google Scholar is different. It searches the same kinds of scholarly books, articles, and documents that you search in the Library's catalog and databases. The scholarly, authoritative focus of Google Scholar distinguishes it from ordinary Google.

So how is Google Scholar related to (and different from) the Library's databases?

There is overlap between the content in Google Scholar and the Library's individual databases. Also, many citations in Google Scholar will link to full text in the Library's databases or in publicly available databases. But Google Scholar will not contain everything that is in the Library's databases.
Google Scholar can be a convenient starting place, but it is not a comprehensive "one-stop shop." For more precise searching, more search features, and more content, use the Library's individual databases.

How do I search and view items in Google Scholar?

Searching is as easy as searching in regular Google. Start from the Library's Homepage to search SHSU's Google Scholar. Click on the Articles & More tab and locate the Google Scholar tab at the very bottom. Enter a search term or phrase, such as "bird flu."

Like regular Google, Google Scholar returns the most relevant results first, based on an item's full text, author, source, and the number of times it has been cited in other sources. Some actions are a little different from regular Google: clicking on a title may only take you to a citation or description, rather than to the full document itself. Google Scholar will not necessarily get you to the full text of every search result.

How do I find the full-text documents in my search results?

To find the full document, look for (1) a link with a green arrow, (2) an Online Resources at SHSU link, or (3) a Print Resources at SHSU link. These links will help you find the full text of the document, either at SHSU or in a publicly available online database.

If you don't see these links or they don't take you to the full text, you can contact the Reference Desk for help in finding the article. Some documents will be unavailable online, but they may be available in the library building or through Interlibrary Loan.
A final word of wisdom...

Keep in mind that Google Scholar is not perfect. For more precise searching, more search features, and more content, check out the Library's individual databases and online catalog.
General Research Tips/Skills

Research can seem intimidating at first, and can be the most difficult part of an assignment. In each case, the process will be slightly different, but there are a few basic steps that can be applied to most topics. By following these simple steps, you will become a research expert equipped with the skills you need to locate articles for any paper or project. Remember, research is not a rigid process; many times it is more effective to move fluidly between steps.

Finding and Narrowing Your Topic
Research starts with a foundation of background knowledge and research on a particular topic. Use this research to identify key terms and concepts to narrow your topic and search terms. Click here for background resources and more information.

Finding Articles
Enter key terms and concepts into specific databases to find academic articles and other resources. Learn research tips and how to refine your results here.

Finding Books
Books can be an excellent source of vast amounts of information. Click to be connected to the Library Catalog or for more information on finding books and other print resources.

Evaluating Credibility
Academic papers require scholarly sources to strengthen your arguments. Find more information on evaluating an article, book, or website’s credibility here.

Accessing and Storing Your Sources
Once you have found your articles and sources, save them so you don’t have to search for them all over again. Learn how here!

Citing Your Sources
Citations are a vital part of any scholarly paper or presentation. Make certain to cite your references correctly by clicking here to learn more.
Research Techniques

Use your databases found on DCEJH’s LC web site

Focus on 5 areas:

1. **Need**
   Define or limit what you need to know. What are the best search terms or key words to use for your search? Search terms can make or break your search!

2. **Access**
   Where should you look for info? Start with credible or reliable databases, then search the net.

3. **Evaluate**
   Compare sources; establish credibility of sources.

4. **Synthesis**
   Put together your information from your various sources; the end-product could be a paper, essay, book report, iMovie, slide show, web site, pod cast, etc.

5. **Ethics**
   Cite or give credit to the sources that you have used.
FAQ & Answers

Why can’t I just use Google?

If you only use Google or Google Scholar to do research, you’re missing out!

Four reasons to use your LC or public library:

1. Paywalls (Google Scholar)

   You may be asked to pay for an article or information! If the LC does not have it, you can interlibrary loan it!

2. Credibility

   Anyone can put anything on the Internet. Put your trust in the experts: use your LC online sources which are located on the LC web page.

3. Findability

   Use filter options to make your results more relevant. By limiting your search, you will find what you want. All LC online sources provide filters for ease of search.

4. Diversity

   The LC contains materials that are not available through Google. Books!

   Our many online sources include videos, pictures, and other graphics i.e. Discovery Education and Britannica Image Quest.

Source: answers.library.utoronto.ca
Searching with Google

1. Use quotation marks around your search terms – Google will only search for terms in the order given!
   Example: “Great Depression”

2. Adding “+” in front of a minor word will tell Google not to disregard it in the search!
   Example: peanut butter +and jelly

3. Adding “−” in front of a word tells Google not to return search results with that term.
   Example: patriots –football

4. Including the site operator in a search will limit results to the given domain!
   Example: alligators in Louisiana site:edu

5. Use FAQ to find websites with frequently asked questions about a topic!
   Example: First love FAQ

6. A tilde ~ placed in front of a term will include synonyms for the term in the search!
   Example: ~fast food

7. If you need a definition, type “define:” followed by the term!
   Example: define: onomatopoeia

8. To find websites similar to others, enter the term “related” before the website address you want to replicate.
   Example: related www.discoverykids.org
9. If you do not know the exact wording, you can use a wildcard symbol (*). This is also useful if you would like many variations of a word.
   Examples: wom*n (woman, women)
   employ* (employ, employs, employee, employment, employer, employed, etc.)
   * in the Sky with Diamonds

10. Use the word AROUND to tell Google how close words should be to each other to qualify for retrieval. You must capitalize AROUND and put the terms you are searching in quotation marks.
    Example: “Kennedy” AROUND (10) “moon”

11. Specify the file type when you want a specific format. Also, you can combine limiters in one search!!
    Examples: teaching fractions filetype:ppt
              information literacy filetype:doc site:edu

12. Use Google to answer basic math questions by typing in the expression.
    Examples: 1+1, 30% of 50

13. Google also does conversions of measurements.
    Examples: MPH in Light speed, cm in foot, Celsius in Fahrenheit and monetary conversions.

14. And never forget, Google has an advanced search option. You must click on the symbol to find it.

Source: Julie Kinney, Marathon County Public Library 10-15
## Use CARRDS to Evaluate Websites

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Consider these KEY Questions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CREDIBILITY:</strong></td>
<td>- Who is the author?</td>
</tr>
<tr>
<td></td>
<td>- What is their background experience? Is it appropriate for this topic?</td>
</tr>
<tr>
<td></td>
<td>- Are they a reliable expert?</td>
</tr>
<tr>
<td></td>
<td>+ Example: The author of this Civil War site is a UCLA professor of History</td>
</tr>
<tr>
<td></td>
<td>- Example: The author of this Civil War site is a High School socials class</td>
</tr>
<tr>
<td><strong>ACCURACY:</strong></td>
<td>- Are the author’s facts consistent with other sources?</td>
</tr>
<tr>
<td></td>
<td>- Is there data, statistics, graphs, charts, and research to support the facts?</td>
</tr>
<tr>
<td></td>
<td>- Is the site free from errors and sloppy formatting?</td>
</tr>
<tr>
<td></td>
<td>+ Example: The information on this site is similar to what read in my textbook</td>
</tr>
<tr>
<td></td>
<td>- Example: The information on this site is different from what I learned from my other sources. There are also spelling errors on the page.</td>
</tr>
<tr>
<td><strong>RELIABILITY:</strong></td>
<td>- Is the author’s ONLY purpose to inform you - no ads or selling?</td>
</tr>
<tr>
<td></td>
<td>- Are all point of views presented?</td>
</tr>
<tr>
<td></td>
<td>- Does it provide ONLY factual information, not opinions?</td>
</tr>
<tr>
<td></td>
<td>- Does the author have a biased point of view?</td>
</tr>
<tr>
<td></td>
<td>+ Example: This Anti-Smoking site states that their purpose is to encourage teens not to smoke, and I understand that the information is their opinion.</td>
</tr>
<tr>
<td></td>
<td>- Example: This Legalization of Marijuana site presents the information as Scientific Facts, not opinions or bias, so it’s difficult to tell what is factual.</td>
</tr>
<tr>
<td><strong>RELEVANCE:</strong></td>
<td>- Does this source contain the information you need?</td>
</tr>
<tr>
<td></td>
<td>- Does this information answer most of your Research Questions?</td>
</tr>
<tr>
<td></td>
<td>+ Example: This site on Global Warming presents many facts, stated in a clear, easy to understand format, which will help me answer my Research Questions.</td>
</tr>
<tr>
<td></td>
<td>- Example: This site on Global Warming refers to complex Scientific Studies, which are difficult to understand, and focus only on 1 aspect of the issue.</td>
</tr>
<tr>
<td><strong>DATE:</strong></td>
<td>- When was the information created/copyrighted?</td>
</tr>
<tr>
<td></td>
<td>- Is the information current enough for your topic?</td>
</tr>
<tr>
<td></td>
<td>- When was the website last updated/edited?</td>
</tr>
<tr>
<td></td>
<td>+ Example: This site on File Sharing contains court rulings from last week.</td>
</tr>
<tr>
<td></td>
<td>- Example: This site on File Sharing has not been edited since 2006.</td>
</tr>
<tr>
<td><strong>SOURCES:</strong></td>
<td>- Does the website list their references and sources?</td>
</tr>
<tr>
<td></td>
<td>- Are there links to other credible sources Do they seem credible?</td>
</tr>
<tr>
<td></td>
<td>+ Example: This site on the Napoleonic Wars has an extensive Bibliography with current links to other credible sources,</td>
</tr>
<tr>
<td></td>
<td>- Example: This site on the Napoleonic Wars does not list any sources.</td>
</tr>
</tbody>
</table>
# Web Page Evaluation Checklist

- **Title of page you are evaluating:**
  - Personal page or site?
  - What type of domain is it?
  - Appropriate for the content?
  - Published by entity that makes sense?
  - Does it correspond to the name of the site?

## 1. Look at the URL:

<table>
<thead>
<tr>
<th>Personal page or site?</th>
<th>□ ~ or %, or users, members, or people</th>
</tr>
</thead>
<tbody>
<tr>
<td>com</td>
<td>com</td>
</tr>
<tr>
<td>non-US</td>
<td>non-US</td>
</tr>
</tbody>
</table>

## 2. Scan the perimeter of page, looking for answers to these questions:

<table>
<thead>
<tr>
<th>Who wrote the page?</th>
<th>□ E-mail</th>
<th>□ Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dated?</td>
<td>Date</td>
<td>Current enough?</td>
</tr>
<tr>
<td>Credentials on this subject? (Truncate back the URL if no useful links.)</td>
<td>Evidence?</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## 3. Look for these indicators of quality:

<table>
<thead>
<tr>
<th>Sources well documented?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete? If 2nd-hand information, is it not altered or forged?</td>
</tr>
<tr>
<td>Links to more resources? Do they work?</td>
</tr>
<tr>
<td>Other viewpoints? Bias?</td>
</tr>
</tbody>
</table>

## 4. What do others say?

<table>
<thead>
<tr>
<th>Who links to it?</th>
</tr>
</thead>
<tbody>
<tr>
<td>link: all_or_part_of_url</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Is the page rated well in a directory?</th>
</tr>
</thead>
<tbody>
<tr>
<td><a href="http://lib.org">http://lib.org</a> or <a href="http://infomine.ucr.edu">http://infomine.ucr.edu</a> or <a href="http://about.com">http://about.com</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Look up the author in Google</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Does it all add up?</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Inform, facts, data</td>
</tr>
<tr>
<td>□ Persuade</td>
</tr>
<tr>
<td>□ Share/disclose</td>
</tr>
</tbody>
</table>

## Possibly ironic? Satire or parody?

**BOTTOM LINE:** Is the web page as good as (or better than) what you could find in journal articles or other published literature that is not on the free, general web?

© 2002 Joe Barker, The Teaching Library, University of California, Berkeley

*The Best Stuff On The Web*
Use **CARRDS** to evaluate your sources

**C**REDIBILITY: Who is the author? What is his background, credentials or qualifications? (What makes him an **expert** on the topic? Or is he?)

**A**CCURACY: Based on your knowledge, does this information seem correct? Can facts, statistics, or other information be checked with another source and found to be correct?

**R**ELIABILITY: Does the source (author or organization) present a particular view (**Bias**) or personal opinion?

**R**ELEVANCE: Does this information directly answer my **research question**? Does the site give information on the topic actually being researched?

**D**ATE: When was this information created? When was it revised? Are these dates meaningful or important for the topic being researched? (Historical = ok for date to be older, hot topics, science, medical, current events = date should be recent)

**S**OURCES BEHIND THE TEXT: Did the author use reliable, trustworthy, honest sources to get their information?

From...http://www.sdst.rog/shs/library/cards.html

Revised February 26, 2016  Heather Timmons
Use CARRDS to Evaluate Your Sources
Read the definitions and instructions on the reverse (or previous page).
If you still need help, ask a librarian!

CREDIBILITY:

ACCURACY:

RELIABILITY:

RELEVANCE:

DATE:

SOURCES:

OVERALL THIS SITE IS (Circle One):
Very Useful       Somewhat Useful       Not Good

Adapted from: Springfield Township High School Virtual Library
http://mciu.org/~spjvweb/jvles.html
Research Made Easy!

Save/organize your printouts/docs/citations!

1. Check out LC books: use Destiny Quest to locate your books.
2. Complete all computer research...print out or save to your Google Drive as you go.
3. Save ALL computer printouts for your bibliography or list of sources.
4. Request interlibrary loan items ASAP...this is a time consuming process!
5. Need help??? Ask your friendly LC staff!!!

For your bibliography:

1. Remember that the computer is only a tool...not a “source” of information.
2. “BadgerLink” etc. is a reference tool...NOT a source. Your sources are the Magazines, newspapers, etc. which are listed on “BadgerLink”.
3. Use EasyBib!
BIG SIX GUIDE TO SUCCESSFUL INFORMATION PROBLEM SOLVING:

1. Define problem or identify the information you need

2. Examine all possible sources

3. Locate/Find/Access the best sources

4. Examine information...pick what’s relevant and best

5. Organize your information/Construct a product

6. Evaluate/Re-evaluate your process and product

Source: Michael B. Eisenberg/Robert Berkowitz
Go to Junior High home page/Select “Student Resources”/“Learning Center (LC)”/“Research Tools”/EasyBib

If you have an existing EasyBib account:

Click “Log in” then “Sign in with EasyBib Edu”

Use your email/gmail address (xxxxxx@students.dce.k12.wi.us)

Password: Your email/gmail password

Click on Login with Google (not Submit)

May have to sign into Google Account

May need to put in coupon code: DCEvehslW1