

PSCI 355 – RESEARCH DESIGN

PROF. NEAL TATE

The location and call number of each publication is given in parentheses at the end of its bibliographic entry. All publications in this guide are shelved on the 4th level (the main floor) unless otherwise stated.

The URL for the Vanderbilt Library home page is <http://www.library.vanderbilt.edu/>

General Articles Databases

At the Vanderbilt Library home page → “Find Articles and Databases” (upper right) → “Top Databases” (near top)

Proquest. ([Database](#))

The broadest general database. Provides citations and summaries of articles from over 4,000 publications, with many in full-text. Indexes a broad range of social sciences publications, numerous general-interest magazines such as *Time* and *Newsweek*, and recent issues of major newspapers. **Use the * (asterisk) to substitute for word endings. E-mail: articles.**

Search Tip: Use the * (asterisk) to substitute for word endings.

Search Tip: After entering your basic search, look at the list of results. From the titles of the articles listed, you may see other words or terms that will focus your topic better.

Search Tip: After entering your basic search, look at the “suggested topics” above the results you get. Those provide only the items that focus most on each topic listed.

Ways you can limit your search to reduce the number of articles that match your search:

Before you search:

(1) Click on “Databases Selected” (which is under the “Basic Search” tab), and then click on “clear all databases,” you can further limit your search to the Research Library Core, International Module, Military Module, and the Social Science Module or other modules.

(2) Specify a “date range” in the box below the main search box;

After you get your results:

(3) Click on “magazines” or “scholarly journals, including peer-reviewed.”

LEXIS-NEXIS Academic Universe, 1973-. ([Database](#))

Broadest source for full-text newspaper articles. Also indexes business, legal, and medical information and general reference sources. **Use the ! (exclamation mark) to substitute for word endings. E-mail: articles.**

Scholarly Periodical Databases

At the Vanderbilt Library home page → “Find Articles and Databases” (upper right) → “Need an article on a topic?” → Enter database name into search box.

CSA Worldwide Political Science Abstracts (WPSA), 1975-. ([Database](#))

The most comprehensive Political Science database. Provides citations, abstracts, and indexing of the international serials literature in political science and its complementary fields, including international relations, law, and public administration / policy. **Use the * (asterisk) to substitute for word endings. E-mail: citations.**

America History and Life (AHL), 1954-. ([Database](#)) and *Historical Abstracts (HA), 1954-.* ([Database](#))

The most comprehensive History databases. *America History and Life* covers U.S. and Canadian history; *Historical Abstracts* covers history of all other areas of the world. Abstracts relevant articles from about 1,700 journals and provides citations to book reviews and to dissertations. **Use the * (asterisk) to substitute for word endings.**

CIAO (Columbia International Affairs Online) ([Database](#))

Includes working papers from university research institutes, occasional papers series from NGOs, foundation-funded research projects, conference proceedings, journal abstracts, books, policy briefs and economic indicators, and maps and country data. To search for more than one term, put a plus sign in front of each. Provides links to more than 160 related sites and to the home pages of contributing institutions. **Use the * (asterisk) to substitute for word endings.**

JSTOR. (<http://www.jstor.org/search/>) and **Project MUSE**. (<http://muse.jhu.edu/search/search.pl>)

Full-text online backfiles of core scholarly journals on many subjects. JSTOR's full-text coverage begins at the first issue of each journal and usually ends within five years of the present. Project MUSE has more current issues, but covers fewer journals.

Online Currents Events and News Sources

CQ Weekly [Congressional Quarterly Weekly Report], 1946-. ([Database](#), 1983-; Latest five years: GOVT REF Alcove JK1.C15--West Wall)

Best source for current developments on political issues and campaigns and on activities of all three branches of government. Choose "Advanced Search" and **use the * (asterisk) to substitute for word endings**.

The annual *Congressional Quarterly Almanac* (GOVT REF Alcove JK1.C66--West Wall) and quadrennial *Congress and the Nation* (GOVT REF Alcove JK1001.C6--West Wall) summarize and arrange *CQ Weekly* information by topic.

FACTS.com: Facts on File World News Digest, 1980-. ([Database](#))

Facts on File, 1941-. (Latest in READY REF D410.F3--Bookcase 1)

Keesing's Contemporary Archives, 1931-. (Latest in READY REF D410.K4--Bookcase 1)

Loose-leaf news digests covering world events. More complete coverage of the U.S. in *Facts on File* and of other countries and international organizations in *Keesing's*, which includes partial texts of documents and speeches as well as news summaries. *Facts on File* is weekly; *Keesing's* is monthly. *FACTS.com* is the online version of *Facts on File*.

World News Connection: Foreign Broadcast Information Service (FBIS) ([Database](#)).

The latest two years of full text and summaries of foreign newspaper articles, speeches, TV & radio broadcasts, books, and reports translated into English. (Vanderbilt IP addresses only.)

Books and U.S. Government Documents on Acorn

Acorn is the catalog for all 9 libraries in the Heard Library system, as well as a few other libraries on campus (like the Women's Center and the Family Resource Center). It lists almost all books in all Vanderbilt libraries and most U.S. government publications distributed after July 1976. It lists which periodicals we subscribe to, but does not list individual articles.

At the Vanderbilt Library home page → "Find Books and Other Items" (upper left) → "Acorn"

For books by a specific author, enter the author's name (surname first), then select "author begins with" from the drop-down menu

For a specific book, enter the first few words of the title, then select "title begins with" from the drop-down menu

For items on a topic, enter the keywords for the topic, and select "words anywhere" from the drop-down menu. For keyword searching only, **use a \$ to substitute for word endings** (for example, working paper\$). To search for a phrase, enclose the phrase with single rather than double quotes (for example, 'north atlantic treaty').

After finding the call numbers for the books you want, check the location chart by the main elevators to find out the level on which those books are shelved. Look at other books shelved near the books listed in Acorn, since they will be about similar subjects.

Subjects and Call Numbers (and location in Central Library Stacks)

History (non-Western Hemisphere)	D (8 th floor)	Political Science	J (5 th)
History (Western Hemisphere)	E & F (8 th)	Law	K (5 th)
Economics	H – HJ (5 th)	Military Science	U (3 rd)
Sociology	HM – HX (5 th)	Naval Science	V (3 rd)

Bibliographies often begin with Z (3rd)

Internet Sites

At the Vanderbilt Library home page → "Get help with research" (lower right) → "Subject Guides."

Data Archives and Related Resources (<http://www.library.vanderbilt.edu/central/data.shtml>)

Government Information (<http://www.library.vanderbilt.edu/romans/govt/>)

Political Science (<http://www.library.vanderbilt.edu/romans/polsci/>)

Public Policy Issues and Groups (<http://www.library.vanderbilt.edu/romans/pubpol.html>)

Reference Tools (<http://www.library.vanderbilt.edu/ref/>) – for dictionaries, encyclopedias, biographical sources, statistical information, and much more

Online style manuals:

Style Guides for Writing (http://www.library.vanderbilt.edu/central/ref/rr_styleguides.html)

APSA Documentation (American Political Science Association / Univ. of Wisconsin-Madison Writing Center)
(<http://www.wisc.edu/writing/Handbook/DocAPSA.html>)

Print style manuals:

Turabian, Kate L. *A Manual for Writers of Term Papers, Theses, and Dissertations*. 6th ed., rev. by John Grossman and Alice Bennett. Chicago: Univ. of Chicago Press, 1996. 308 pp. (Ref. LB 2369 .T8 1996)

U. S. Government Information

A. Indexes

Almost all paper U.S. government publications issued after 1976 are listed on Acorn. Most electronic sources are not listed.

LEXIS-NEXIS Congressional, 1789-1969; 1970-. ([Database](#))

Indexes U.S. Congressional hearings and committee prints and documents from other Congressional units. Includes text and status of Congressional bills; information about members of Congress and their districts, text of prepared statements before Congressional hearings, and text of *Congressional Record*, which contains the floor speeches of members of Congress. Use the ! (exclamation mark) to substitute for word endings. Includes *CIS/Index*. Analysis of appropriate bills gives information about relevant public policies.

B. Transcripts

Congressional Hearings (Microfiche GOVT Y 4. __)

Testimony on proposed legislation, an existing government program, or an event: spokespersons for the administration, interest group representatives, state and local officials, members of Congress, and others interested in the passage or defeat of legislation. Search on *LEXIS-NEXIS Congressional* ([Database](#)) or Acorn to identify hearings on your topic.

Declassified Documents Reference System (DDRS) ([Database](#)).

More than 78,000 government documents, constituting more than 450,000 pages, that have been declassified under the Freedom of Information Act. Covers major domestic and international events since the end of World War II. Documents include cabinet meeting minutes, correspondence, diary entries, intelligence reports, political analyses and technical studies from the White House, State Department, National Security Agency, FBI, and CIA.

Digital National Security Archive. (Database; <http://nsarchive.chadwyck.com/>)

More than 43,000 of the most important declassified documents arranged into more than 20 critical U.S. policy areas.

U.S. Congressional Serial Set. ([Database](#))

Contains Documents and Reports from the U.S. Senate and House of Representatives. Includes committee reports related to bills and other matters, presidential communications to Congress, treaty materials, as well as some executive department publications and non-governmental publications.

Statistics

Inter-university Consortium for Political and Social Research (ICPSR) (<http://www.icpsr.umich.edu/index.html>)

The world's largest archive of computerized social science data. See also *ICPSR Services at Vanderbilt* (<http://www.vanderbilt.edu/acis/Research/ICPSR/>).

LEXIS-NEXIS Statistical, 1973-. ([Database](#))

Indexes statistical publications issued by the U.S. government since 1973 and about 2,000 titles from international intergovernmental organizations since 1983. Provides direct access to many statistical tables. Includes full-text of some publications, 1995 to present, and direct links to originating government web sites where available. Non-depository U.S. documents are available on microfiche (GOVT Microfiche 669--rose cabinet with green labels).

Statistical Abstract of the United States (U.S. Bureau of the Census), 1879-. (Latest in GOVT REF Alcove C/2(2) C 3.134--South Wall; also READY REF; **Online version**: <http://www.census.gov/statab/www/>)

The basic annual U.S. statistical handbook, including almost 1,600 tables, of social, economic, and political statistics. Use the source notes at the bottom of each table to lead you to other statistical publications on your topic.

Keyword Searching

Keyword searching allows you to search for a word or phrase from the title, author, subject headings, or other parts of an entry in a database. Search by keyword if you want to search by topic rather than for a particular author or book. You can also search by keyword if you want to combine terms from more than one subject heading or from different parts of a entry (for example, the author's surname and an important word from the title of one of the author's books).

Boolean operators: Connect each keyword or phrase with the others by **and**, **or**, or **adj**.

AND narrows a search by retrieving **only** records that contain all of your search terms. The computer displays only the parts of the sets that overlap.

EXAMPLE: **discrimination and housing** will retrieve only records that contain both discrimination and housing.

EXAMPLE: **sanctions and haiti**

OR broadens a search by retrieving **all** records that contain even one of your search terms. The computer adds together sets of records.

EXAMPLE: **gender or sex** will retrieve all records that contain either gender or sex or both.

EXAMPLE: **middle east or near east**

ADJ narrows a search by retrieving **only** records that contain your search terms right next to each other. This is the default Boolean operator on most databases, but not on Acorn (whose default operator is **and**).

EXAMPLE: **western adj hemisphere** will retrieve only records that contain western as the word next to hemisphere.

EXAMPLE: **south adj africa**

Do NOT include words like act, program, united, states, department, and bureau. They appear in too many citations.

Keyword truncation allows you to look for all words that match the beginning (or "root") characters of your keyword, even if the endings differ. You use a truncation symbol as a "wild card" to stand for the different possible endings.

\$ is the keyword truncation symbol for Acorn

EXAMPLE: **teen\$** may retrieve **teen, teenager, teenagers, teenaged, teenybopper**, etc.

EXAMPLE: **race or racial or afro-american\$ or black\$ or minorit\$**

! is the keyword truncation symbol for *LEXIS-NEXIS* databases

***** is the keyword truncation symbol for *Proquest* and most other databases

Nesting is using parentheses around the keywords **within** a concept. This indicates that you want the terms within a concept to be combined first before connecting the concepts together.

EXAMPLE: **soviet union and (military or armed forces)**

EXAMPLE: **(atrocities or genocide) and serbia**

EXAMPLE: **(gun or guns or firearms) and (control or regulat\$ or legislat\$)**

Summary of Basic Search: (1) Use the **and** Boolean operator **between** two different concepts to get **only** the records that contain both concepts. Use the **or** Boolean operator to connect similar terms **within** a concept to get **all** the records that contain either term. (2) Use nesting to combine the terms within a concept before connecting the concepts together. (3) Use truncation symbols to get all forms of a term.

EXAMPLE: **(wordA1\$ or wordA2\$) and (wordB1\$ or wordB2\$)**

On Acorn and other databases you can follow up your keyword search with a subject search. Use the subject headings listed in the records that the keyword search retrieves.