



UPDATE

January 2008

Newsletter of the Lillian F. & Milford J. Harris Library

Vol. 9, No. 2

HAPPY NEW YEAR, 2008!

From The Director's Chair

Hello, MSASS students!
Welcome back to a new semester and a new year!!
Happy 2008 to you; here's hoping you had a restful break and are excited to jump into a new round of classes! We at the Harris Library are thrilled to have you back on campus, and we're looking forward to another successful semester of assisting you with your research needs. Remember, the best place to begin looking for information for your next paper or project is the Harris Library website, located at <http://msass.case.edu/harrislibrary>. This website opens up a world of valuable information which will guide you to all the resources you will need! Having problems with your research? Feel free to stop by, call or e-mail the Harris Library Reference Librarians -- we are always willing to help you find your way through the maze of information out there! You can reach us via e-mail at harrisref@case.edu; you can call us at 368-2302, or you can stop by the library in person for a visit! Remember: we're here to help!



All the best to each of you in the new year. Good luck!

(By Samantha Skutnik, Director/Librarian)

**Have a question?
Need help?**



harrisref@case.edu

New Technologies For The New Year

1). DOI: What is this?

DOI stands for Digital Object Identifier, which is used to identify content (electronic journals) in the digital environment. Information about that content may change over time (e.g., where it is located), but its unique DOI will not change.

Some of the research databases that use DOI include:

1. Annual Reviews
2. EBSCOhost databases
3. BiblioLine databases ([Child Development & Adolescent Studies](#) & [Family & Society Studies Worldwide](#))
4. PsycINFO 1967–Present
5. and others

2). Directory of Open Access Journals

“This service covers free, full text, quality controlled scientific and scholarly journals.” They aim to cover all subjects and languages. There are now **3034** journals in the directory. Currently **984** journals are searchable at article level. [Statistics as of 1-3-08.]

Open Access Journals:

We define open access journals as journals that use a funding model that does not charge readers or their institutions for access. From the BOAI definition [1] of “open access” we take the right of users to “**read, download, copy, distribute, print, search, or link to the full texts of these articles**” as mandatory for a journal to be included in the directory.

Quality Control:

The journal must exercise peer-review or editorial quality control to be included.” [From the website.](#) [12/10/07]

(By June Hund)

[SpringerLink](#)

The Library now has access to the Springer ebook collections which includes all their ebooks published. Work titles. Subject coverage includes: design and arts; behavioural sciences, humanities, social sciences and law; business and economics; medicine, biomedicine and life sciences; and much more. SpringerLink is an integrated full-text database for journals and books published by Springer. SpringerLink currently offers over 1,250 fully peer-reviewed journals and more than 6,000 books online.

One excellent search option is browsing by content type which includes: books; book chapters; journal articles. You can also search by subject types and years published. All book titles will be entered into the library catalog by the beginning of 2008.

****Note:** This is from OhioLINK: When the access icon is GREEN, we have access to the book.

(By June Hund)

[Timesaver Search Methods](#)

Two new ways to search for Videos/DVDs and New Book Titles added to our collection

1). [Browse New Books Collection](#)

A timesaver for browsing the new additions to the Harris Library new books & videos is updated every morning so this is very up-to-date. You have many different search options such as: search a specific Case Library {or other Case affiliated libraries}; material format; availability of material; when the material was added ['last month or last two months']; and you can do a keyword search.

Once you run the search you can sort by call number, author, title, subject headings, date and format.

2). [Browse QuickList for Video/DVDs Collection](#)

With a collection of over 16485+ video / DVD items in the libraries of Case & affiliated libraries, the Harris Library collection is included in this wonderful tool. This list is updated daily. You can browse results and sort the columns by call number, title, location and format.

Try these tools, I guarantee that you will like your results.

(By June Hund)

[Journal Citation Reports](#)

Journal Citation Reports, located in the ISI Web of Knowledge. Have you every used this?

What does the journal impact factor do for you?

Journal Citation Reports calculates journal impact from data collected for the Web of Science. It uses various measures including journal impact factors to establish a journals impact on scholarly research and it provides an indication of research quality.

The scores assist in evaluating a journal's relative importance, especially when these scores are compared with other journals in the same field.

What is a peer reviewed journal? Is there a way to search for only peer reviewed articles?

“Scholarly and professional journals feature articles written by researchers and practitioners in a particular subject area. The authors often have particular specialties. Peer groups of researchers, scholars and professionals within a specific discipline are the audience for scholarly literature. Peer review is a well-accepted indicator of quality scholarship. It is the process by which an author's peers read a paper submitted for publication.” [University of Nevada, Reno Libraries](#), viewed on 12/10/07.

Each database is different. Most databases now allow you to limit your search results to articles published in peer reviewed journals. In the EBSCOhost databases you will usually locate a checkbox labeled “Scholarly or peer reviewed journals” (or sometimes called "Refereed"). Check the box and the search results should all be peer reviewed articles.

If you have questions, please stop by the reference desk for assistance.

(By June Hund)

**Have a question?
Need help?**

CALL US! (216) 368-2302



Scales, Questionnaires, Surveys, Instruments – “Oh My!”

How to locate: tests, scales, questionnaires, inventories, surveys, and other assessment instrument for research. The following resources provide reviews of instruments along with validity and reliability information. The actual copies of the test are NOT provided.

How to start: search abbreviations, test names and the official name, if known. Read journal articles, review appendix in dissertations. In the library catalog use the keywords “questionnaire or survey or etc. ...” In some research databases, select the publication type for assessments. Also browse the appendix of “theses or dissertations” to look for instruments.

How to obtain: in the *Mental Measurements Yearbook* and *Tests in Print*, contact information is usually supplied. Contact the author’s affiliated institute. Tests are expensive, some vendors may offer you a discount if you are a graduate student or the test is for educational purposes.

Your ethical responsibilities: before you use a test, make every effort to contact the author for usage permission. Get the permission “in writing” if the material is copyrighted.

Research databases to search for tests:

HEALTH AND PSYCHOSOCIAL INSTRUMENTS (HAPI)

You can locate information on measurement instruments in the health fields, psychosocial sciences, organizational behavior.

Terms suggestions:

- Questionnaires
- Checklists
- Rating scales
- Tests

You can also search as a keyword or use acronyms of a test.

[CONTINUED IN NEXT COLUMN]

CINAHL:

Select **Research Instrument** from the "Publication Type" box in the "limit" section and put in appropriate subject or keywords.

ERIC:

In EBSCOhost select **Tests/Evaluation Instruments** from the "Publication Type" limiter for a keyword or subject search.

MEDLINE:

Some MESH headings include:

- Questionnaires
- Psychological tests
- Psychometrics
- Process assessment (health care)
- Outcome and process assessment (health care)
- Aptitude tests
- Language tests
- Neuropsychological tests
- Personality tests

SOCIOLOGICAL ABSTRACTS:

Some thesaurus terms include:

- Attitude measures
- Interviews
- Interview schedules
- Items (measures)
- Mail surveys
- Measures (instruments)
- Personality measures
- Questionnaires
- Scales
- Surveys
- Tests

(By June Hund)



LINK TO: [RESEARCH DATABASES](#)

VPN: What it is & how to use it

What is VPN?

VPN (Virtual Private Networking) is a software program that will allow a computer that is not directly connected to the campus network to access resources that are campus only resources. In other words, the software program makes your home computer or laptop seem like it is on campus even when it is not. This allows you to access a lot of technology and library resources that you would not otherwise be able to access from off campus or the Case wireless network. Those resources include the Software Center and many library databases.

How do I get and use VPN?

As mentioned previously, VPN is a software program. A big mistake people often make is to simply install it and think that they are all set. Installation is the first step, but every time you want to use a campus only resource you need to open VPN and log in with your Case ID and password. Here are the steps for successful use of VPN.

Download & Install (Only do once)

- 1) Download the correct VPN for your computer from: <https://vpnsetup.case.edu/vpn3000.html>. You will be prompted for your Case ID and password (just like checking your Case e-mail) before the download will start. Save the file where you can easily find it (the desktop works good for this).
- 2) When the download is complete close your browser window. Find the file that you just downloaded and double-click to open it. Allow any warnings that may pop-up and accept the default settings rather than changing any of them. Click through the entire installation wizard and click on Finish when done. Restart your computer after installation.

Using VPN (Do this every time you want to connect to Case):

- 1) **Windows:** Go to the Start Menu → All Programs → Cisco Systems VPN Client → VPN Client. Click on VPN Client to open the program.
Mac: Open VPN Client from Applications folder.

- 2) Click the Connect button. You will be asked for your Case ID and password (just like your Case e-mail log in). Once you have entered them, the client will show progress on the bottom bar as to what it is doing.
- 3) When you connect, you will likely see a small screen with Case Western Reserve University stating that you are connecting to a private system. Click Continue to finish connecting. If you are running Windows you will have a little golden padlock near your clock on your computer. If it is locked you are connected, when it looks unlocked you are disconnected.
- 4) To disconnect from VPN, open VPN again the same way you did last time (or by double clicking on the golden padlock near your clock) and click the disconnect button. Once it finishes disconnecting, close the program.

Help with VPN

You can find more help and frequently asked questions about VPN at: <http://help.case.edu/connect/vpn>.

TIP: If you are connecting to Case's wireless network here on campus, running VPN will give you a faster and more secure connection.

(By Rebecca Bailey)

DSM-IV-TR is now online!

You can access an electronic version of the DSM Library for free through [PsychiatryOnline](#).

1. DSM-IV-TR
2. DSM-TR Handbook of Differential Diagnosis
3. DSM Cases

Previous editions of DSM are included here for reference and archival purposes. Each edition is provided in Adobe's Portable Document Format (PDF). You need [Adobe's Reader](#) 5.0.5 or higher to view and print the PDF files.

(By June Hund)

LINK TO:

[JOURNALS IN THE HARRIS LIBRARY](#)

In-Class Research Instruction

Attn: Faculty:

As you're grading papers, does seeing the umpteenth citation to *Wikipedia* make you gnash your teeth? Do you wish that your students were more effective information gatherers and consumers? If this situation seems familiar, please consider scheduling time for a librarian to come to your class to demonstrate using the latest research tools for finding books and articles. The Harris Library Librarians regularly conduct research tutorials in Human Development, Social Policy, and Practice Evaluation, but we will be happy to customize a library session to meet the needs of your class.

Please contact [Kristen Kirchgesler](#) by [e-mail](#) or call her at 368-1658 with dates and times when you would like to have a librarian come to your class. We will be delighted to work with you to design a session that will help your students complete their research more effectively.

(By Kristen Kirchgesler)

The Winner Is ... Office 2007

At the end of last semester (December 1st - 9th), we conducted a vote outside of the computer lab asking you whether to upgrade the lab computers to Microsoft Office 2007 now or to keep Office 2003 until the summer. The vote was very close, but by a tally of 28-25 upgrading now to Office 2007 won. Thank you to all who voted.

The upgrade will be completed by the beginning of the Spring semester. The laptop computers circulated by the Harris Library will also be upgraded soon. If you would like to become more familiar with Office 2007 you can visit [Microsoft's training site](#). If you would like to upgrade your computer to Office 2007, remember that all current members of the Case community get one free download of this software from the [Case Software Center](#).

(By Rebecca Bailey)



Library E-mail Notices

The Harris Library has our library circulation system automatically send our patrons an e-mail approximately three days before an item is due as a courtesy reminder, so that you can be prepared to return the item or to renew it in time before fees accrue. Make sure that if you use an e-mail address other than your Case e-mail (i.e. Gmail, Yahoo!, MSN, etc.) that you check your spam or junk folders because these useful messages are often routed there by mistake. If this happens, make sure you mark that the message is not spam so that future messages will be delivered to your inbox. Messages from the case.edu and the cwru.edu are often mistakenly marked as spam or junk, so you should keep your eyes open for other important messages mistakenly filed there.

(By Rebecca Bailey)

Laptop Circulation Changes

Last semester, the Harris Library staff reevaluated the laptop circulation policies and procedures and determined that they needed to be updated to more accurately reflect how these computers are being used today. As a result of this, we have rewritten the agreement form that must be signed before a laptop can be borrowed, and we have changed some of the procedures involved. The new changes take effect on **January 1, 2008**. If you wish to read the full extent of the changes stop by the Harris Library Circulation Desk and ask for a copy of the new Terms of Service.

Here are the two biggest changes:

- Availability will be on a first come, first served basis only; **no reservations**
- A person must **wait at least 24 hours** after returning a computer before they can borrow a computer.

If you have any questions about these changes, please feel free to talk to a Harris Library Librarian.

(By Rebecca Bailey)



Blackboard Tips – The Document Package Tool

For instructors who have been wishing for a more efficient way to upload multiple files to Blackboard, your dream has finally come true. The new Document Package tool allows you upload multiple files and folders simultaneously to a single Blackboard content area. You can upload all your content to a single Blackboard section in a new course site, or use it to update a content area with multiple documents. All you have to do is compress your files and folders into a ZIP file and the Document Package tool uploads your files onto Blackboard, while maintaining the same file structure that you created within the ZIP file.



For instructions on using the Document Package tool, please refer to the manual on the Instructional Technology and Academic Computing (ITAC) site: http://www.case.edu/its/itac/blackboard/Document_Package_Tool.pdf

New Acquisitions: Journals

Child Development Perspectives. v. 1, no. 1- Oct. 2007. (Semiannual.) Malden, MA : Blackwell Publishing for the Society for Research in Child Development, 2007-
Also available online at: [Blackwell Synergy](http://www.blackwell-synergy.com).
This new title is included as part of our subscription to the journal *Child Development*.

Journal Title and/or Format Changes

Old Title: Journal of Health & Social Policy
New Title: Social Work in Public Health,
begins with: v. 23- 2007/2008-

LINK TO: [THE E-JOURNAL PORTAL](#)



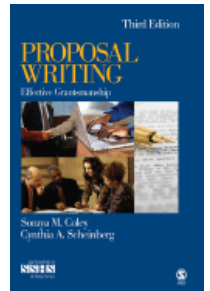
New Acquisitions: Books

Glicken, M. D. (2008). **A guide to writing for human service professionals**. Lanham, MD: Rowman & Littlefield.

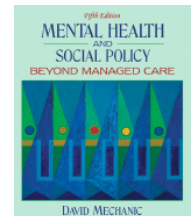


New Editions of Old Favorites:

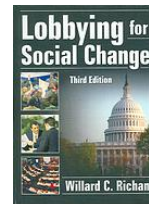
Coley, S. M., & Scheinberg, C. A. (2008). **Proposal writing: Effective grantsmanship** (3rd ed.). Los Angeles, CA: Sage Publications.



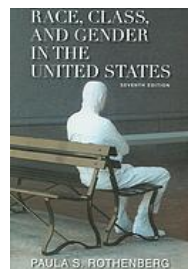
Mechanic, D. (2008). **Mental health and social policy: Beyond managed care** (5th ed.). Boston: Pearson/Allyn & Bacon.



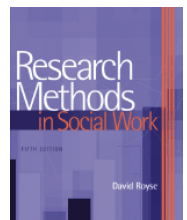
Richan, W. C. (2006). **Lobbying for social change** (3rd ed.). New York: Haworth Press.



Rothenberg, P. S. (Ed.). (2007). **Race, class and gender in the United States: An integrated study**. New York: Worth Publishers.



Royse, D. D. (2008). **Research methods in social work** (5th ed.). Belmont, CA: Thomson Brooks/Cole.

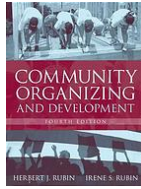


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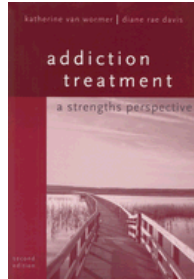
New Acquisitions: Books (cont'd)

New Editions of Old Favorites:

Rubin, H. J., & Rubin, I. (2008). [Community organizing and development](#) (4th ed.). Boston: Pearson/Allyn & Bacon.



Van Wormer, K. S., & Davis, D. R. (2008). [Addiction treatment: A strengths perspective](#) (2nd ed.). Australia; United States: Thomson-Brooks/Cole.



New Acquisitions: Serials

New Volumes of Old Favorites:

[Annual Register of Grant Support](#) (41st Ed., 2008). Chicago: Marquis Academic Media, Marquis Who's Who [etc.], c2007.

[Directory of unpublished experimental mental measures](#). Vol. 9 / Bert A. Goldman, David F. Mitchell. Washington, DC: American Psychological Association. 2008.

[Giving USA](#) (52nd Ed., 2007). New York, American Association of Fund-Raising Counsel.

[Social security programs throughout the world : Europe 2006](#). Washington, DC: U.S. Social Security Administration, 2007.

[United States government manual](#) (2007-2008 vol.). Washington, DC: Office of the Federal Register, National Archives and Records Service, General Services Administration : For sale by the Supt. of Docs., U.S. G.P.O., 2007.

LINK TO:

[WEB JOURNALS & NEWSLETTERS](#)
(Mostly Free Access E-zines)

Harris Library

Hours *Spring 2008*



January 14, 2008 – April 28, 2008

Sunday	12 noon - 6 p.m.
Monday	8 a.m. - 7 p.m.
Tuesday	8 a.m. - 7 p.m.
Wednesday	8 a.m. - 7 p.m.
Thursday	8 a.m. - 7 p.m.
Friday	8 a.m. - 6 p.m.
Saturday	12 Noon - 6 p.m.

EXCEPTIONS:

♦ **January 21, 2008 (Mon.) - CLOSED – [Martin Luther King, Jr. Holiday](#)**

♦ **Spring Break (March 8-16 2008)**

Saturday (3/8/08) Intensive Weekend	12 noon - 6 p.m.
Sunday (3/9/08) Intensive Weekend	12 noon - 6 p.m.
Monday (3/10/08)	8:30 a.m. - 5 p.m.
Tuesday (3/11/08)	8:30 a.m. - 5 p.m.
Wednesday (3/12/08)	8:30 a.m. - 5 p.m.
Thursday (3/13/08)	8:30 a.m. - 5 p.m.
Friday (3/14/08) Intensive Weekend	8:30 a.m. - 5 p.m.
Saturday (3/15/08) Intensive Weekend	12 noon - 6 p.m.
Sunday (3/16/08) Intensive Weekend	12 noon - 6 p.m.

♦ **March 23, 2008 (Sun.) - CLOSED – [Easter](#)**

NOTE: The Computer Lab always closes 15 minutes before the Library.

[Please check for posted closings of the Lab due to class use.](#)

Changes will be made to this schedule as needed.

Please note that even though we try to maintain the schedule we post, it is subject to change as needed usually because of situations beyond our control.

Note: Our hours are always posted on our website at:
<http://msass.case.edu/harrislibrary/General/genhours.htm>

Word Defined

Word: **Confidence**

Definition: 1a: a feeling or consciousness of one's powers or of reliance on one's circumstances <had perfect confidence in her ability to succeed>
b: faith or belief that one will act in a right, proper, or effective way <have confidence in a leader>

Have confidence in yourself! You can do it!

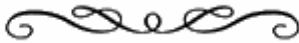
Tax Forms, Tax Forms & More Tax Forms

Here are the websites you need to know:

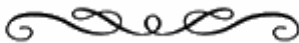
Federal: [Internal Revenue Service \(IRS\)](#)

State: [Ohio Dept. of Taxation. State Tax.](#)

Municipal: [Regional Income Tax Agency \(RITA\)](#)



OUR WEBSITE IS:



The Harris Library *Update* is published by
The Lillian F. & Milford J. Harris Library,
Mandel School of Applied Social Sciences,
Case Western Reserve University,
Cleveland, Ohio

All items not assigned a specific author were written by the editor

The *Update* is available for viewing on
the Harris Library website at

<http://msass.case.edu/harrislibrary/General/genlibpubs.htm>

Please direct all comments and questions to
Dorothy H. Maroff, Editor, dhm2@case.edu

Happy Chinese New Year!

When is the Chinese New Year in 2008?

February 7, 2008 is the first day of the Chinese Year 4706. It is the **YEAR OF THE RAT.**



DID YOU KNOW?

The Chinese New Year celebration lasts 15 days.

There are three ways to name a Chinese year:

1. By an animal (like a mascot). 2008 is known as the **Year of the Rat.** There are 12 animal names; so by this system, year names are re-cycled every 12 years.
2. By its Formal Name (Stem-Branch). This year is the year of **Wu Zhi.**

岁次 2008 戊子

In the 'Stem-Branch' system, the years are named in 60-year cycles, and the Name of the Year is repeated every 60 years. 2008 is the 9th year in the current 60-year cycle.

3. 2008 is the Year 4705 by the Chinese calendar.

What is special about a Chinese Leap Year?

2008 will be a leap year for us, but 2006 was a Chinese Leap Year. Unlike the western calendar, where one extra day is added in February, one whole leap month is added in a Chinese Leap Year. Just think, if you get paid by the month, instead of working an extra day for nothing, you would get an extra month's pay!!! The Chinese Leap Year happens every 5 years.

