

## **Sociology Library Tutorial (Neupane – Fall 2023)**

### **Interactive Content**

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### **Circulation Desk (0:44 – 0:47)**

Below are few tips for borrowing items from the University of Idaho Library:

- Bring your Vandal ID card to check out materials
- There is no limit to the number of books you can check-out, so you may check-out as many books as you need
- Undergraduate students can check out books for 12 weeks with one renewal
- Materials can be returned in the two return slots outside the library (one near the front door and one behind the library near the loading dock) or inside the library, in the return slot at the Circulation Desk inside on the first floor.

Visit <https://www.lib.uidaho.edu/services/borrow/> or email [libcirc@uidaho.edu](mailto:libcirc@uidaho.edu) to learn more.

### **Contact the Reference Desk (0:59 – 1:02):**

Located on the first floor of the library, the Reference Desk is staffed during the [Library's regular hours](#) by professional librarians who are ready to help with your queries via chat, email, text, or in person. Outside of our regular hours, you can also chat with professional librarians at other colleges and universities around the world using [24/7 Chat](#).

Visit <https://www.lib.uidaho.edu/help/> or email [libref@uidaho.edu](mailto:libref@uidaho.edu) to learn more.

### **Schedule a Meeting with a Subject Librarian (1:12 – 1:16):**

Librarians can help you efficiently and effectively search and use library resources and other information sources. Each college at U of I has a designated subject librarian who is ready to help with all your research and library questions.

Visit <https://www.lib.uidaho.edu/help/research.html> to schedule a meeting with a subject librarian or email [libref@uidaho.edu](mailto:libref@uidaho.edu) for assistance.

### **Data Hub (1:25 – 1:29:8.13):**

Located in the Library's Map Room (First Floor, Room 107), the Data Hub features specialized equipment, staff, and collaborative space available to all U of I patrons.

Students, faculty, and staff are invited to get help with topics such as GIS, Git, R, Python, Excel, data-related tools and information resources, research data management, and data analysis and visualization. Collaborative work areas with large displays are available for consultations and general use, as well as powerful desktop computer workstations.

Visit <https://www.lib.uidaho.edu/datahub/> or email [Jeremy Kenyon](mailto:Jeremy Kenyon) to learn more.

### **Special Collections & Archives (1:25 – 1:29:8.13):**

Special Collections and Archives is a department within the University of Idaho Library that specializes in the acquisition, preservation, and accessibility of archival research materials that document the history and culture of Idaho and the University of Idaho.

Our holdings contain over 25,000 linear feet of rare, unique, and valuable materials.

These materials are available for research use by faculty, staff, students, visiting scholars, and the public in the Special Collections Reading Room, located on the first floor of the Library.

Visit <https://www.lib.uidaho.edu/special-collections/> or email [libspect@uidaho.edu](mailto:libspect@uidaho.edu) to learn more.

#### The MILL (1:25 – 1:29:8.13):

Located on the first floor of the Library, the Making, Innovating, Learning Laboratory (the MILL) is a place to gather, explore, learn, and create new knowledge using state-of-the-art technology and other traditional forms of making.

The MILL is open to everyone on campus and strives to facilitate the free and open exchange of ideas and knowledge between disciplines.

The MILL includes various tools and technology including 3D printers and a vinyl cutter, as well as various items to help with crafting projects.

Visit <https://www.lib.uidaho.edu/mill/> or email [Jessica Fleener](mailto:Jessica.Fleener) to learn more, and consider attending one of our [MILL Workshops](#).

#### The Studio (1:25 – 1:29:8.13):

Located on the second floor of the Library, the Studio offers dedicated space to U of I-affiliated students, staff, and faculty to record, edit, or digitize audiovisual content.

Any students, staff, and faculty can use the Studio to support their teaching, learning, and creative pursuits at the University of Idaho.

In partnership with the Studio, the Library also offers various equipment for students, faculty, and staff to use in or outside of the library building, including field recorders, USB microphone kits, external hard drives, and photography/video equipment.

Visit <https://www.lib.uidaho.edu/studio/> or email [Hanwen Dong](mailto:Hanwen.Dong) to learn more.

#### Boolean Words and Symbols (1:57 – 2:02):

##### **Quotation marks**

When using **quotation marks**, each result will contain the exact phrase included in the quotes.

- For example, a search for “**rural communities**” would ensure that every result mentions that exact phrase.

##### **AND in all capital letters**

When using **AND in all capital letters**, each result will contain all keywords connected by AND.

- For example, a search for **gender AND employment AND wages** would ensure that every result mentions the words gender, employment, and wages.

#### Request a Book as a Distance Student (3:59 – 4:03):

To request a book as a Distance Student:

1. Navigate to the 'Get It' section
2. Click 'Sign in'
3. Enter your Vandal username and password

4. Click 'Request'
5. Select 'Home Delivery' in the 'Pickup or Delivery Location' drop-down menu
6. Click 'Send Request'

Visit <https://libguides.uidaho.edu/c.php?g=363086&p=2453894> or email [libcirc@uidaho.edu](mailto:libcirc@uidaho.edu) to learn more.

#### Summit Library Program (4:23 – 4:27.5):

Summit allows you to check-out physical items owned by libraries at more than 30 other Northwest colleges and universities and pick them at the University of Idaho Library.

If you are a distance student, you can also have them delivered to your home address.

You can usually check-out Summit items for an initial 12 weeks and then you can request a renewal if you need the item longer. Renewals are not automatic, and you will receive an email if it is approved.

To submit a Summit request:

- Navigate to the 'Get It' section
- Click 'Sign in'
- Enter your Vandal username and password
- Click 'Place Summit Request'
- Select 'Home Delivery' in the 'Pickup or Delivery Location' drop-down menu
- Click 'Send Request'

Visit <https://www.lib.uidaho.edu/services/ill/summit.html> to learn more.

#### Peer-review (4:35 – 4:38):

Peer-review is a process where experts in a discipline assess the validity and quality of articles, books, book chapters, etc. that have been submitted for publication.

Many professors and instructors who work at colleges and universities have volunteered to serve as peer-reviewers for journals and book publishers within their areas of expertise.

Most Library catalogs and Library databases include filters that allow you to limit results to articles that have undergone peer-review.

#### Interlibrary Loan service (6:24 – 6:27):

Interlibrary Loan (ILL) is a service that helps you access sources we don't have at the University of Idaho Library, such as PDF copies of articles, physical copies of books that neither we nor our Summit partners have in our collections, PDFs of book chapters, and many other types of items.

Visit <https://www.lib.uidaho.edu/services/ill/> to learn more.

#### Sign-Up for the “New York Times” Access Pass (8:20 – 8:23.5):

In partnership with the Office of the Provost & Executive Vice President, the U of I Library offers all U of I students, faculty, and staff online access to the New York Times. This means that members of the U of I community have full access to NYTimes.com, New York Times mobile apps, and New York Times in Education.

To activate your access pass:

- Visit [www.accessnyt.com](http://www.accessnyt.com)

- Type “University of Idaho” in the search window and select “University of Idaho – Moscow, ID”
- Click “Create Account” and use your “uidaho.edu” or “vandals.uidaho.edu” email address to create your account
  - If you already have an nytimes.com account that uses your uidaho email address, login with that account
  - If you already have a paid subscription using your uidaho email address, you will need to cancel your paid subscription and then follow the above steps after your cancellation is complete
- Verify your account using the confirmation email

Accounts are active for one year and can be renewed each year using these instructions as long as your uidaho email address is active.

Visit <https://libguides.uidaho.edu/nytimes> to learn more.

Link to ZoteroBib (8:31 – 8:36.5)

<https://zibib.org>

Review what you learned (10:01 – 10:11):

<https://forms.office.com/r/9MRTBmi6Z5>