1. Introduction to the Libraries
   ➢ Focus on Peter F. Bronfman Business Library
2. Using the Library’s Website
3. Research Tools @ York
4. Effective Search Strategies
5. Citation Resources
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**Learning Objectives**
- List library services & supports
- Access library research tools
- Conduct effective research searches
- Access citation resources
Five libraries at York, covering various subjects. The Peter F. Bronfman Business Library serves the business research needs of students and faculty at York.
YU-Card & Passport York

YU-Card

- Photo ID card – use to print, photocopy, & borrow books
- Get it at the YU-Card office

Passport York (PPY)

- Your unique authentication ID
- Use PPY to login to eResources, renew books, campus wifi, book group study rooms & more

Login

Username or Barcode

Password

Login

Locked account?
Forgot your password?
The Peter F. Bronfman Business Library

- 2nd floor of Seymour Schulich Building
- Individual study carrels
- Quiet study room on 2nd level
- Six bookable group study rooms

Image by York University Libraries
The Peter F. Bronfman Business Library

• Sign-in to computers & wifi network with PPY
• 4 printers & photocopiiers
• 2 scanners

Image by York University Libraries
The Peter F. Bronfman Business Library

Hours (Fall 2018):
• Monday-Thursday: 8am-11pm
• Friday: 8am-6pm
• Saturday: 9am-6pm
• Sunday: 11am-8pm

Research Help:
• Phone: 416-736-5139
• Reference email: bronfref@yorku.ca
• IM chat service available on Bronfman website

In-Person Research Help Hours:
• Mon to Thurs: 10am-7pm
• Fri: 10am-6pm
• Sat: 9am-4:30pm
• Sun: 11am-4pm
Using the Library’s Website

York University Libraries

Library Resources eResources Research Guides Course Reserves

Keyword Search

Ask & Services

Ask A Question
Connect with a librarian for help with your research questions.

The Learning Commons
Providing you with key supports for your learning in one collaborative space.

Borrow, Renew Return
All you need to know about borrowing resources from any of York's libraries.

Library Branches

Find Books, Journals...

Find

Bronfman Website

Library’s Search
Using the Library’s Website: Course Reserves

Course Reserves Search

hrm 6300

Results 1 - 1 of 1

HRM6300: Strategic compensation
20 item(s) reserved by SINGH, PARBUDYAL (MR)
Using the Library’s Website: Keyword Searches

1) Perform broad search
   - "human resource management"

2) Use facets to narrow by:
   - Location (online, Bronfman)
   - Format (book, ebook, journal)
   - Subject
   - Author
   - Call number
   - Language
   - Publication year

**Who** = Author  
**What** = Article title  
**When** = Date  
**Where** = Journal title, volume, and page

**Who** = Author  
**What** = Article title  
**When** = Date  
**Where** = *Journal title*, volume, and page

The *Journal Title* is how you will find it!
Setting Your Google Scholar Preferences

Configuring your Google Scholar Account

Here is how to configure your Google Scholar Account:

In Google Scholar:

1. Select the hamburger menu " then Settings
2. Under Search results, select Library links
3. Enter York University in the search box
4. Tick the check box next to
   - York University Libraries - Find it @ York
   - YORK UNIVERSITY - ProQuest Fulltext
   - Canadian National Catalogue - Find in AMICUS
5. Select Save and you are done!
Research Tools @ York: Why use them?

The Free Web (Surface Web)
- Google
- Wikipedia
- Company websites

Surface Web

Deep Web

Library Resources (Deep Web)
- The catalogue
- Article databases
- Specialized databases
The A-Z List is a comprehensive listing of business databases & other resources.

Business Resources A – Z
The business collection includes books, business journals, full text databases, and specialized databases accessible in the library only. We have prepared Guides to doing business research. We encourage you to visit our reference desk in the Bronfman Business Library, Room S237, Schulich School of Business, email our reference service or phone us (416-736-5139) for research assistance.

Major Business Databases
The A-Z list is a comprehensive list of databases and web site resources used for business research. For a quick overview and sub-set of these resources see the Quick Start Guide.

ABI/Inform Global: contains citations and abstracts for several thousand leading business and management publications, including scholarly, trade, popular and news titles. A very large majority of these titles is available in full-text or full-image, with some dating back as far as the 1920s. A wide range of business subjects is covered. This resource also incorporates industry, company and market-focused reports. This ABI Inform LibGuide will give you insight into the collection and strategies for using this resource effectively.

ABI/Inform Trade and Industry: This related database covers several thousand trade publications (mainly trade magazines and journals) with a large majority available in full-text format. A very useful source of information for current and historical trade and industry news and developments with coverage to current day and extending back to 1975. This ABI Inform LibGuide will give you insight into the collection and strategies for using this resource effectively.
Our Research Guides include general guides on topics such as company research, as well as specific guides for topics like HR research.
Best resources for HRM research, such as journal article databases.
Research Tools @ York: BRYT (Business Research at York Toolkit)

A series of short videos, step-by-step PDFs, & research guides on finding the best business resources for your projects!
Effective Search Strategies: Combining Keywords

- **AND**
  - “Canadian companies” AND “work-life balance”
  - Combines **DISTINCT** terms
  - Fewer results
  - Makes search focused and specific

- **Phrase searching**
  - “double quotation marks” for exact phrases

- **OR**
  - Employee*
  - Worker*
  - Labourer*
  - Combines **SIMILAR** terms
  - Greater results
  - Makes search broader

- **Truncation**
  - manag* searches for: manager, management, managing, etc
Effective Search Strategies: Find the Search Mistakes

work-life balance AND (“parental leave” OR “flex time”)

1) **Work-life balance:** Put double quotations around “work-life balance” to search for it as a phrase

2) **Parental leave and flex time:** They are not synonyms. Better synonyms might be: “paternity leave” OR “maternity leave”
Effective Search Strategies: Find the Search Mistakes

“effective diversity hiring practices in the workplace” OR Canada

1) “effective diversity hiring practices in the workplace”: This phrase is more like a sentence. Break it up into smaller keywords.

2) **OR**: Use **AND** to combine distinct keywords

3) **Canada**: Could use truncation operator – **Canad*** (will return Canada, Canadian, Canadians)
Effective Search Strategies: Finding Articles

HRM guide lists best resources for finding scholarly, trade & popular articles

BRYT includes videos & PDFs on using these resources
Useful Citation Resources

- Bronfman Library’s Business Citation Guide
- SPARK’s Creating Bibliographies Guide
- Humber Libraries’ APA in Minutes Videos
- The OWL at Purdue’s Citation Guides
Today we’ve covered...

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