

Access to Research for Development and Innovation Basic Course Modules 1, 2, 3, 4, 5, 6, 7 Workbook

Basic Course Module 1

Exercise 1

Usage Rules – True/False Answers

- Users can download or print 50% of the articles from a journal issue.
 - true___ false___
- Faculty and staff can be given the institutional User Name and Password.
 - true___ false___
- Students can be given the institutional User Name and Password.
 - true___ false___
- Institutional users can access ARDI while outside the country.
 - true___ false___
- ARDI articles can be used for instructional course reserve.
 - true___ false___
- ARDI articles can be distributed to other institutions or organizations.
 - true___ false___

Basic Course Module 2

Exercise 1

Evaluating Internet Sites

- Go to the initial page of the **Global Innovation Fund** - <http://www.globalinnovation.fund/>
- There are six criteria for evaluating environment-related websites: **Accuracy, Authority, Currency, Coverage, Objectivity and Design/Navigation**. What do you think of the website using these criteria? Note – this is **your opinion** of the website and also that not all the criteria apply to every website.
- On a **1 (poor) to 5 (excellent)**, evaluate either the UNEP or EPA website.
 - Accuracy**_____
 - Authority**_____
 - Currency**_____
 - Coverage**_____
 - Objectivity**_____
 - Design/Navigation**_____
 - Total**_____

(a total of 26 or above is excellent, 22-25 good, etc.)
- Go to **Innovation for Development** - <https://www.unteamworks.org/innovation> Evaluate this website using the same **1 (poor) to 5 (excellent)** scale. Note – this is **your opinion** of the website and also that not all the criteria apply to every website.
 - Accuracy**_____
 - Authority**_____
 - Currency**_____
 - Coverage**_____
 - Objectivity**_____

Design/Navigation _____
Total _____

- Will these criteria be useful to you for evaluating environment-related websites? What other criteria would you add?

Basic Course Module 3 – No exercises

Basic Course Module 4

Exercise 1

- Go to the initial page of **ARDI** (<http://www.ARDIsocieties.org/>)
- Click on the **LOGIN** button to access the full-text journals
- This will take you to the **ARDI** login page.
- When the login page opens, enter your **institutional ARDI User Name and Password** into the login boxes and then click on the **Login** button to access the **ARDI** site. . This will take you to the ARDI **Content** page.
- Logging in to **ARDI** will provide authentication to the publishers so that you can access full text articles and other resources via the project's website. If you do not register using your institution's User Name and password, you will **not have** access to the full text articles but only the citations.

Exercise 2

Accessing Journals by Title

- From the ARDI **Content** page, go to the **Journals collection A-Z** list.
- Find the **International Journal of Energy Science** by clicking on **I** and then using the page tabs (1,2,3,4...) to locate the proper page.
- Select it from the list by clicking on the title.
- The journal **International Journal of Energy Science** will open on the publisher's website. Note that this is an Open Access journal.
- What is the date, volume and issue number of the latest issue?
- Select an article from the latest issue available to you and open the full text.
- What are the title and author of the full-text article you viewed?
- Why you were interested in this article and could colleagues at your institution use the information?
- When you have finished, return to the ARDI **Content** page.

Exercise 3

Accessing Journals by Title

- From the ARDI **Content** page, go to the **Journals collection A-Z** list.
- Find **a journal of interest to you** by clicking on the appropriate letter of the alphabet
- Select it from the list by clicking on the title.
- The **chosen journal** will open on the publisher's website.
- What is the title, date and volume and issue number of the latest issue?
- Select an article from the latest issue available to you and open the full text.
- What are the author, title and publisher of the full-text article you viewed?

- Why were you interested in this article and could colleagues at your institution use the information?
- When you have finished, return to the ARDI **Content** page

Exercise 4

Accessing Journals by Subject Category

- From the ARDI **Content** page, click on the **Subject** list from the page's horizontal bar.
- Display the list of **Development Studies** journals by clicking on that word.
- Approximately how many journals are listed in this broad subject category
- Select the title **Journal of Natural Resources Policy Research** from the list by following the hyperlinked title - by using the page tabs (1, 2, 3, 4...) to locate the proper page.
- **Journal of Natural Resources Policy Research** will open on the publisher's website.
- Select an article from the latest issue available to you and open the full text.
- What are the title, author and publisher of the full-text article you viewed?
- Go back to the ARDI **Content** page.

Exercise 5

Using the find journals by publisher option

- From the ARDI **Content** page, click on the **Publisher** list from the page's horizontal bar.
- Display the list of journals for the publisher **Hindawi Publishing Corporation** by clicking on the name.

Note: I picked this journal since it is one accessible to most if not all ARDI registered institution. If you want to substitute another publisher's list, that is fine although there may be more countries where the publisher does not grant access.

- In ARDI, approximately how many journals are available from this publisher?
- What journal titles (if any) would be of interest to you or someone at your institution?
- From a title of interest to you, select the latest Issue and choose an article to open in full text.
- What are the title, author and issue of the full-text article you viewed?
- Return to the **Browse Publishers** list from the page's horizontal bar. .
- Click on a **publisher** of interest to you.
- Which ARDI journals are of specific interest and why?
- Go back to the ARDI **Content** page.

Exercise 6

Confirming access to full-text articles in ARDI

- From the ARDI **Content** page, go to the **Journals collection A-Z** list.
- In the appropriate alphabetical letter for the journal title, look the titles listed below:
 - **Christopher D. et.al Exploring change in open areas using GIS: data sources, linkages and problems. Annals of GIS v.18:1, p. 71-80 (2012) Special Issue**
 - **Xiaozheng He, et. al. A generalized flow splitting model for day to day traffic assignment. Transportation Research Procedia v.9, p. 56-70 (August 2015)**

Note: these are from journals that most of the users should have access to.

- Are both these articles available via ARDI? Return to the ARDI **Contents** page.

Exercise 7

Finding e-books in the ARDI website

Note: The major e-book publishers may not grant access to your institution. If you do not see the title(s) in the **Accessible content** list, go to the next exercise.

- From the ARDI **Content** page, click on the **F** listing of the **Books collection** A-Z list.
- Find the link to the **Fabric Testing** and open this E-book. Note – you will have to scroll down the alphabetical list to locate this title.
- From the contents list, open link to Chapter 4 – **Sampling and statistical analysis in textile testing**. Note that you can download the chapter as a PDF file.
- Return to the **Table of Contents** and open another chapter. Which chapter have you opened and what are the topics of interest to you?
- How could this electronic textbook be used in your institution?
- Return to ARDI **Content** page. Using the alphabetical listing of the **Books collection** list, browse some of the alphabetical listings and open the link to a specific e-book that is of interest to you. What is the title of the book? Were you able to open the book without significant problems?
- When you have finished, return to the ARDI **Content** page.

Exercise 8

Using Google Books

- Open the **Google books** website at <https://books.google.com/>. Enter **leptospermum or manuka or tea tree** in the **search** box. How many results (books) are listed (a large number)?
- Click on **Search tools** (below the search results). Then click on the **Any Books** and, from the drop down menu, the **Free Google eBooks** option.
- Open two titles from the **Free Google eBooks** list. What type of access do you get? Is it a full-text online book or a chapter or pages of a book?
- In the Search box, enter a search for a **topic of interest to you** and click on the **Search** icon.
- What are your search terms? How many books are listed in your search results? If available, open the **EBOOK – FREE** drop down menu and check if you can download a PDF. Would this be a useful source to full-text resources?

Exercise 9

Accessing the National Academies Press portal

- Open the **National Academies Press** website at <http://www.nap.edu/> - a repository of over 5000 full-text e-books from various U.S. Institutes and Councils.
- In the **Browse by Topic** list, click on **Policy for Science and Technology**.
- Open the **Browse by Subtopic** listing and open **Research and Data** subtopic.
- Return to the initial page of this website (<http://www.nap.edu/>). Enter **innovation** in the search box and click on **Search** icon. What is the number of books listed? Would any of these be of use at your institution? If yes, name two books of use.

- In the Search box, enter a search for a **topic of interest to you** and click on the **Search** icon.
- What are your search terms? How many books are listed in your search results? To download the full text of a book, remember that you will have to register (free).

Basic Course Module 5

Note: the new exercises for CiteSeer and Academic Search (#2 and #3) are below (also moved Scholar exercise to this module)

Exercise 1

Search Techniques

Using Google and (Google) Scholar

- Go to **Google** (<http://www.google.com>) on the
- In the **Search box**, enter the keyword search terms **solar**
- How many article citations have been identified?
- Enter **solar power** into **Search** box
- How many article citations have been identified?
- Enter **solar power AND developing countries** into the **Search box**.
- How many article citations have been identified?
- Repeat these searches in **Google Scholar** (<http://scholar.google.com/>), note the number of citations and compare this to results in the **Google** search. Which search engine has more results? Also, you can access **Scholar** by going to **Search inside ARDI full-text through database and article searching** list on the **ARDI Content** page.
- Note the different types of material listed in the two search engines.
- Complete a **Google Search** (<http://www.google.com>) with your **own keyword terms**. If necessary use the **AND** term to limit your search.
- What keyword search did you complete and how many article citations were identified?
- Repeat this search in **Google Scholar** (<http://scholar.google.com/>), note the number of citations and compare this to results in the **Google** search.
- If available in the left column, limit this search to **2015**. What are the results of this more limited search?
- Note the different types of material listed in the two search engines.
- When would you use **Google** or **Google Scholar** for a keyword search of WWW material?
- Go to the **Search inside ARDI full-text through database and article searching** list on the **ARDI Content** page and click on Google Scholar.

Exercise 2

Using the CiteSeerX

- Open the **Search inside ARDI full-text through database and article searching** list on the **ARDI Content** page. From the **Browse database** listing, click on **Microsoft Academic Search**.
- Remember you must have completed the Login or you will not be able to access the full-text articles. Once a search is completed, you can return to the ARDI home page and access full-text articles using the **Journal collection A-Z** list.
- In the Document search boxes, enter **information technology AND innovation** in the **Search** box and click on **Search**.

- What is the number of **Citations** for this search? What type of material (articles, books, grey literature – thesis & dissertations, reports from agencies, etc.) is listed in the search?

Remember that some citations may be available from ARDI, others may be accessible directly from the Internet and, for another group, the publishers will request a fee for access.

- Further refine the search by entering **information technology AND innovation AND developing countries** in the Search box and click on Search.
- What is the number of **Document Results** for this search? Would some of the citations be of use to you and why?
- Note the **Advanced Search** option that is below the search box.
- Enter a **search of interest to you** in the **Search** box and click on **Search**.
- What terms did you search and what is the number of **citations** for this search? Would you need to 'refine' (further limit) this search?
- Return to the **Search inside ARDI full-text through database and article searching list** on the **ARDI Content** page.

Exercise 3

Using the Microsoft Academic Search tool

- Open the **Search inside ARDI full-text through database and article searching list** on the **ARDI Content** page. From the **Browse database** listing, click on **Microsoft Academic Search**.
- Remember you must have completed the Login or you will not be able to access the full-text articles. Once a search is completed, you can return to the ARDI home page and access full-text articles using the **Journal collection A-Z** list.
- In the Document search boxes, enter **agriculture production AND innovation** in the **Search** box and click on the **Search** (magnifying glass) icon.
- What is the number of **Citations** for this search? What type of material (articles, books, grey literature – thesis & dissertations, reports from agencies, etc.) is listed in the search? Remember that some citations may be available from ARDI, others may be accessible directly from the Internet and, for another group, the publishers will request a fee for access.
- Note in the left column that the citations are listed by broad subject category. From the initial page of the **Results**, open three citations – to view the full abstract. Note if there is access to the full-text (at the bottom of the abstract).
- Now click on **Advanced Search** and, in the **Year** option, enter **Since 2010** and click on **Search** (magnifying glass) icon. What are the results of this search?
- Enter a **search of interest to you** in the **Search** box and click on **Search** icon.
- What terms did you search and what is the number of **citations** for this search? Would you need to 'refine' (further limit) this search? Would some of these citations be of use to you?
- **Return to the Search inside ARDI full-text through database and article searching list** on the **ARDI Content** page.

Exercise 4

Using the SCOPUS Bibliographic Database – Keyword Search

- Open the **Search inside ARDI full-text through database and article searching** list on the **ARDI Content** page. From the **Browse database** listing, click on **SCOPUS (Elsevier)**.
- Remember you must have completed the Login or you will not be able to access the full-text articles
Note: if your organization is a Group A with exclusions or a Group B institution, you may not have access to **SCOPUS** and would not be able to complete these three assignments.
- In the Document search boxes, enter **solar panels AND development** in the **Search for** box. For now, retain the default information in the other boxes (Article Title, Abstract, Keywords). In the **Limit To** search boxes, also retain the default information (Published in All years to present, Document Type All and check boxes in all the Subject Areas)
- Click on the **Search** button.
- What is the number of **Document Results** for this search?
- From the left column, which **Year** has the most publications and which **Author name** has published the most? Note that you can use the **search within results** option and there also is an **Advanced search** alternative.
- Click on **Show all abstracts** next to the **Documents results**.
- Does Scopus have more or less citations than the same search in Environmental Index? Remember, you will need to go to ARDI to access many of the full-text articles - from the **Journals collection A-Z** list.
- Return to the **Scopus search** page. You can use the web browser's **back** button or open **SCOPUS** from the **database and article searching** list.

Exercise 5

Using the SCOPUS Bibliographic Database – Adding Limits

- From the **SCOPUS search** page, we will add other limits to the current **solar panels AND development** search. Make sure you have returned to the **Search** page.
- In the **Limit To Year** search boxes, Click on the **radio buttons** for **2015, 2014, 2013, 2012, 2011** and **Limit to** button.
- What is the number of **Documents results** with this additional limit?
- Return to the **SCOPUS search** page using the **back** button.
- In the **Limit To** search boxes, change the **Document Type** to **Article or Review**. Click on the **Limit to** button. Note that the **Limits** are listed at the top of the page above the **documents results** information. Most of these limits can be applied using the **Refine Limits** column on the left side of the results page.
- What is the number of **Documents results** with this additional limit?
- Return to the **SCOPUS search** page using the **back** button.
- In the **Limit To** search boxes, **delete** the **check boxes** for **health sciences** and **social sciences and humanities**. Click on the **Search** button.
- What is the number of **Documents results** with this additional limit?
- Have these options made the Scopus search more precise?
- Remove all the restrictions in the **Limit To** boxes or they will be applied to any future search. Return to the **Scopus search** page. You can use the web browser's **back** button or open **SCOPUS** from the **database and article searching** list.

Exercise 6

Using the SCOPUS Bibliographic Database - Keyword Search and Adding Limits

- Open the initial **search** page by clicking on **Edit** in the current search results page – above the **document results** line.
- In the document **search** box, enter a **search of interest to you** in the **Search for** box. For now, reset the default information in the other boxes (Article Title, Abstract, Keywords in **Search for** box). In the **Limit To** search boxes, also reset the default information (Published in All years to Present, Document Type All and check boxes in all the Subject Areas)
- Click on the **Search** button.
- What is the name of the search? What is the number of **Document Results** for this search?
- Does the search have the type of material you are looking for?
- Return to the **Scopus search** page. You can use the web browser's **back** button.
- If you wish, change the defaults In the **Limit To** search boxes.
Note: limits can be applied using the **Refine Limits** column on the left side of the results page.
- What is the number of **Document Results** for this revised search?
- What **Limit To** search boxes did you change? Remember that the **Limits** are listed at the top of the page above the **documents results** information.
- Remember to remove all the restrictions in the **Limit To** boxes. Return to the **SCOPUS search** page. You can use the web browser's **back** button or open **SCOPUS** from the **database and article searching** list.

Exercise 7

Using the SCOPUS Bibliographic Database – E-mailing and Exporting Search Results

- Open the search by clicking on **Edit** in the current search results page – above the **document results** line.
Note: you must have an active MY SCOPUS account to do these additional features – see **MY SCOPUS** on the top right corner of the Search page
- In the document **search** box, enter **species diversity AND water stress** or a **search of interest to you** in the **Search for** box. Click on the **Search** button.
- What is the number of **Document Results** for this search?
- After the search results are displayed, click on (check) the check box for 5 or 6 articles.
- Below the **document results** number, click on **Export**. You now have the choice to **Export, Print, E-mail** or **Create for Bibliography**. In the **Output Type** options section, check the bullet for **E-mail**.
- In the **TO** box, enter your **E-mail** address (or the E-mail address of a colleague); select **TEXT** in **E-mail format** bullets and **Abstract format** in **Output** drop down menu. Click on **Send**. In your email account, you will receive a message.
- Click on **Back** and return to the **Output** page. Now click on the bullet for **Export**. For this format, click on **Text (Ascii format)** from the **Export Format** drop down menu and, from the **Output** drop down menu, choose the **Abstract format**. Click on **Export**.
A new **Scopus export** page will appear. Using the instructions from your **web browser**, **save** this file to a hard or flash drive.

Specific Instructions to save the document are:

- **copy and paste** the text into a Word document or Notepad
- Internet Explorer - select **FILE** then **SAVE AS** from your browser's toolbar above. - be sure to save as a plain text file (.txt) or a 'Web Page, HTML only' file (.html)
- Mozilla FireFox - select **FILE** then **SAVE FILE AS** from your browser's toolbar above.
- Chrome, select right click (with your mouse or keypad) on this page and select **SAVE AS** or, from top right, click on the **3 horizontal bar icon** and then go to **Save page as** option.
- Click on the web browsers **back** icon. After Scopus is displayed, return to the **Scopus Search** page by clicking on **Search** from the horizontal bar at the top of the page.
- Return to **ARDI Content** page.

Basic Course Module 6

NOTE: To this (ppt) module, I have add a slide for **Directory of Open Access journals** and then include an exercise (see #1) - done 22/08/2015

Access to numerous Grey Literature Sites – via Google Custom Searches (current exercise #4) – also has been added to the Module 6 22/01/15

Note – For the new slides, I mimicked the required text border, box color and print color but I am not sure I have used the right font type!

Exercise 1

Using the Directory of Open Access Journals portal

- Connect to the Internet and open your internet browser.
- Type or copy/paste <https://doaj.org/> into the address box, click on “GO” or hit the **Return** key.
- The full text of ALL **Directory of Open Access Journals (DOAJ)** content must be available for free and be Open Access without delay (i.e. no embargo period). This is a basic requirement for entry into DOAJ. How many journals are listed in this gateway and how many are searchable at the article level?
- In the **DOAJ Search** box, enter **innovation AND development** or a **search of interest to you** and click on the **question mark**.
- How many citations are listed for this search?
- How is the access to the journals organized?
- In the **DOAJ Search** box, enter **a search of interest to you** and click on the **question mark**.
- How many citations are listed for this search?
- Did you find useful articles?

Exercise 2

Using the WorldWideScience.org meta search tool

- Open the **WorldWideScience.org** website at worldwidescience.org - a global science gateway comprised of 99 national and international scientific databases and portals.

- Enter **species diversity AND drought stress** in the **search** box and click on the **Search** icon. Note that 99 sources are searched (and can take several minutes).
- How many documents are displayed by this search? Click on **Topics/Full text available** (left column). How many full text articles are available? Note that many of them are from Open Access Journals sources such as DOAJ and SCIELO.
- Scroll down the **Topics** left column until you reach **Dates**. How many resources have been published in 2013 and 2014?
- Return to the **search** page and complete a search for a **topic of interest to you**.
- What are your search terms? How many documents are listed in your search results? How many full text articles are available? Would this be a useful source to full-text resources?

Exercise 3

Using the Open Grey search tool

- Open the **Open Grey** website at **Error! Hyperlink reference not valid.** - a database of 700,000 grey literature references in Europe with links to many full-text documents
- Enter **energy production efficiency** in the **search** box and click on the **Search** icon.
- How many documents are displayed by the search results?
- What types of organizations are listed in the left-column **Refine your search** list?
- Scroll down the Refine your search column to the **language** limit. How many of these sources are in English? In the **doctype** limit, how many are thesis?
- Return to the **search** page and complete a search for a **topic of interest to you**.
- What are your search terms? How many documents are listed in your search results? Would this be a useful source to full-text resources?

Exercise 4

Note – the next two exercises below are new!

Using the NDLTD search tool

- Open the **Networked Digital Library of Thesis and Dissertations** (NDLTD) search page website at <http://search.ndltd.org> - a database with over 4,000,000 thesis and dissertations with links to many full-text documents
- Enter water wells AND innovation in the **search** box and click on the **Search** icon.
- How many languages are the search results? (see left column) How many documents are displayed by the search results?
- In the left column, place **2010** and **2015** in the **Publication year** option and click on **Apply**. What is the number of the search results for this limited search?
- Click on **New search** (in the bar at the top of the current page) and a new page will be displayed. Complete a search for a **topic of interest to you**.
- What are your search terms? How many documents are listed in your search results? Would this be a useful source to full-text resources?

Exercise 5

Using the Google Custom Search tools

- Copy the following url to access the **Google Custom Search Non-governmental Organizations Search Engine**:

<https://www.google.com/cse/home?cx=012681683249965267634:q4g16p05-ao>

You also can access this by searching in Google for **Google Custom Search Non-governmental Organizations Search Engine**

- Enter **wind turbine** in the **Google Custom Search** box and click on **Search**.
- How many citation search results are listed?
- What types of publications are list on the 1st page of search results?
- From your institution's perspective, would some of these resources be of use?
- Complete a **search of interest to you**. What types of material was listed on the 1st page of the search results? Would some of these resources be of use?
- Copy the following url to access the **Google Custom Search Intergovernmental Organizations Search Engine**:

<https://www.google.com/cse/home?cx=006748068166572874491:55ez0c3j3ey>

You also can access this by searching in Google for **Google Custom Search Inter governmental Organizations Search Engine**

- Enter **traditional medicine AND innovation** in the **Google Custom Search** box and click on **Search**.
- How many citation search results are listed?
- What types of publications are list on the 1st page of search results?
- Would some of these resources be of use for governmental planning in your country?

Assignment

You have completed all the exercises in the ARDI Basic Course. This includes exercises on the ARDI usage rules, using the ARDI homepage (finding articles by title, subject and publisher) and searching CiteSeer, Academic Search and SCOPUS plus using grey literature Internet resources.

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