PPOL631: A Quick and Rough Guide to Searching and Resources

John Wright
403-220-5955
jpwright@ucalgary.ca
library.ucalgary.ca

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John Wright  
403-220-5955  
jpwright@ucalgary.ca  

— Previous Experience  
  ▪ Government Documents Librarian  
  ▪ Policy Analyst/Advisor for Federal Government and for Parliament  

— Public Policy and SANDS (Data and Spatial Information)  

— Graduate Studies Librarian  
  ▪ Use the FGS website Info - https://grad.ucalgary.ca/  
    ▪ MyGradSkills  
    ▪ Degree Management and Coping  
    ▪ Grad Success Week  
  ▪ Graduate Commons – free, secured, quiet study space in TFDL  
    ▪ https://library.ucalgary.ca/commons/  
    ▪ Sign up in September
Define the terms
Review basic search techniques
Review available library resources
Review external resources
Take it With You
Thought Exercise
Public Policy Research Guide
  - Contains much of what is discussed here
  - https://library.ucalgary.ca/c.php?g=255561&p=1704018
  - Some section will be update over the course of the term to reflect the website changes. Please report broken links.
  - For general library services, use the main page or specific libguides for the moment
To what extent do safety concerns affect women’s transportation choices in large cities?
Public Policy is a Process, not a Subject

Different agents and levels of government are responsible for aspects of the process, particularly in federal states and supra-national organizations (e.g. EU/NAFTA)

Agencies produce information according to internal mandates, not in the form or format you require

Much of the documentation is grey or unstable
Search techniques are usually site specific

Specificities can include:

- Different Boolean logic defaults (AND, OR, NOT)
- Different truncation symbols – used at end of a word to handle variations:
  - educat* = education, educated, educators, educational
- Different wild card symbols – used in the middle of a word to handle variations:
  - wom$n = woman or women
- Searchable field defaults – different databases may, by default, search some or all of author, title, abstract, journal title, keywords, full text, etc.

- Use Advanced Search option to see how the information is organized
- Don’t be proud - look for the help tips button on the search page
Library Resources: Primo

- New System – https://library.ucalgary.ca
- Be sure to sign in
- Go to Advanced Search – EBSCO is not searched by default
- Read the side bars for filtering
- Vendors and Databases
  - Proquest is to PAIS as Shaw/Telus is to CTV
  - https://library.ucalgary.ca/az.php?a=p&q=PAIS
Library Resources: Not the Search Box

- **Libguides**
  - From library home page: Research -> Explore -> [https://library.ucalgary.ca/guides](https://library.ucalgary.ca/guides)
  - Recommend this rather than going to Research Guides tab

- **Databases**
  - Databases -> [https://library.ucalgary.ca/az.php](https://library.ucalgary.ca/az.php)
  - Public Policy Specific Databases:
    - [https://library.ucalgary.ca/c.php?g=255561&p=4468367](https://library.ucalgary.ca/c.php?g=255561&p=4468367)

- **Data and Spatial**
  - From library home page: Services-> Our Services -> Spatial and Numeric Data
    - [https://library.ucalgary.ca/sands/](https://library.ucalgary.ca/sands/)

- **Repository**
  - Previous Capstones at UofC are on PRISM. Research Data is on PRISM Data
    - [https://library.ucalgary.ca/repositories/](https://library.ucalgary.ca/repositories/)
External Information: Aggregate Resources

- Google Scholar
  - Access via ezproxy to get linked to UofC Collections
- [https://archive.org](https://archive.org) (Wayback Machine)
  - Public Domain Digitization Project
- Federal and Provincial Archives
  - Contain online items and findings aids with abstracts and descriptions to the document level of items held in the archives
- Other Academic Institutional Repositories
  - The equivalents to PRISM at the UofC
  - All mandate Open Access materials have to be deposited in an institutional repository.
- Open Access Journals
  - DOAJ: Directory of Open Access Journals - [https://doaj.org](https://doaj.org)
  - Use DOAJ to identified and verify trusted academic Open Access journals and to learn about Open Access in general
  - OA Findr (Uofc)
  - Browser Plugins – e.g. UnPaywall
Societies
  — Normally show up in the journal literature

Conferences
  — Can be a source of research in progress and latest ideas and commentary
    ▪ Professional or interest group conferences (teachers, lawyers, doctors, pharmacists; Canadian Municipalities, etc.)
    ▪ Academic Conferences
Canadian Government Custom Google Search

- [https://cse.google.com/cse/home?cx=007843865286850066037%3A3A3ajwn2iweg](https://cse.google.com/cse/home?cx=007843865286850066037%3A3A3ajwn2iweg)

Executive - Organized by Department/Ministry/Unit

- **Federal**
  - Treasury Board – has the Estimates and RPP for all departments, which are the most detailed spending figures available
  - Departmental Annual Reports
  - PMO/PCO

- **Provincial**
  - Usually the provincial spending and program information is on the Ministry of Finance page for the province

Legislature

- **Federal**
  - Parliament - [https://www.pari.ca](https://www.pari.ca)
  - Parliamentary Information Research Services (PIRS) produces analytical reports and legislative summaries - [https://lop.parl.ca/About/Library/VirtualLibrary/research-for-parliament-e.html](https://lop.parl.ca/About/Library/VirtualLibrary/research-for-parliament-e.html)
  - House and Senate Committees have excellent expert testimony (including by SPP fellows and faculty), click on “Parliamentary Business” tab on [http://www.ourcommons.ca/en](http://www.ourcommons.ca/en) and “Committees” tab on [https://www.sencanada.ca/en](https://www.sencanada.ca/en)

Judiciary

- [https://library.ucalgary.ca/guides/lawstartingpoints](https://library.ucalgary.ca/guides/lawstartingpoints)

Foreign Governments and International Organizations talk about, and impact, Canadian policy

- E.g.: NAFTA Hearings and Documentation before US Congress
- Various US State government information
- EU, UN, Circumpolar Conference, ASEAN, NATO, Summit of the Americas, OSCE, etc.

Policy Think Tanks

- List of Think Tanks here: [https://library.ucalgary.ca/c.php?g=255561&p=4467034](https://library.ucalgary.ca/c.php?g=255561&p=4467034)
Statistics Canada
- CANSIM – access directly

- Public Use Microdata
  - Access licensed material via UofC
    - https://library.ucalgary.ca/c.php?g=255404&p=1703427

- Spatial Data
  - Mapping can be a powerful tool and a good source for drawing together and visualizing socio-economic data. It is also a good route into government open data - https://library.ucalgary.ca/c.php?g=255401&p=3048976

Open Government
- The federal and provincial governments have open government portals containing textual information and downloadable data sets - https://open.canada.ca/en/maps/open-data-canada
External Online Resources: Document your Documents

CAPTURE ALL INFORMATION
AT TIME OF USE

IT MIGHT NOT BE THERE TOMORROW

- Record URL and time accessed
- Download and/or print to pdf wherever possible
We have a Research Guide - [https://library.ucalgary.ca/guides/fakenews](https://library.ucalgary.ca/guides/fakenews)

Browser Plugins

Basics:

1. What kind of content is being covered in this source?
2. Do the articles cite their "evidence" within their text? Please list if they provide evidence to support their claims either from a person, a document, an expert, other credible organizations or news sources.
3. How current is the content on the site? How current are the "news" topics covered?
4. Do any of the news stories present a clear bias?
5. Does the news source overall present a clear bias?
6. What is missing from this news source, if anything?
7. Can you tell from looking at the source how "authoritative" their journalists are? If yes how did you figure this out?
8. When reading the news we should be learning something. Looking at the front page of the source in front of you are they covering stories you think you need to learn and understand?

These are recommended practices for ALL documentation and evidence.
- Primo Export Function
- No Preferred Citation Manager
  - different managers suit different user requirements
- Guide to Citation Tools
  - Comparison Chart
    - https://library.ucalgary.ca/guides/citationtools
  - Library Workshops
    - https://workrooms.ucalgary.ca/calendar/lcr-workshops/?cid=3603&t=d&d=0000-00-00&cal=3603
  - My Gradskills
    - https://www.ucalgary.ca/mygradskills/workshops
Imagine you have to produce a 2 page policy brief / overview and presentation for tomorrow morning.

Applying the above: design a concept map (‘what do you need to know’), find one scholarly article, and list 3-5 probable other places one might get relevant information; for one of:

- Basic Income
- Arctic Shipping
- Arms Exports

10 Minutes