

TECH1502-18 Introduction to Community Media

Workshop Eight: Information Management

- The workshop session this week is delivered with colleagues from the DMU Library, who are sharing the experience and expertise in managing information as part of the learning and study process.
- In addition, this worksheet identifies several additional social media platforms and applications that can be used to share and exchange material that can be found online or in other places.
- In addition to the library session, you are advised to investigate and look at these recommended information sharing and management resources, as you might find them useful in different aspects of your studies.
- You can continue to discuss your TECH1502 Community Media Project with your group via DMU Talk <https://talk.our.dmu.ac.uk>

1 Reference Management Software

- How would a reference manager help you to keep a track of the sources of information you use?
- Is a reference manager any good for sharing your sources when you collaborate with other learners?
- How could we build-in a social reference system to our learning?
- DMU Standard Ref Manager: <http://en.wikipedia.org/wiki/RefWorks>
- http://en.wikipedia.org/wiki/Comparison_of_reference_management_software

2 Zotero Reference Manager

Zotero is a free and easy-to-use research tool that helps you collect, organize, and analyze research and lets you share it in a variety of ways. Zotero includes the best parts of older reference manager software — the ability to store author, title, and publication fields and to export that information as formatted references — and the best aspects of modern software and web applications, such as the ability to organize, tag, and search in advanced ways. Zotero interacts seamlessly with online resources: when it senses you are viewing a book, article, or other object on the web, it can automatically extract and save complete bibliographic references. Zotero effortlessly transmits information to and from other web services and applications, and it runs both as a web service and offline on your personal devices.

<https://www.zotero.org/about/>

3 DMU Library Reference Management Guides

- Have you worked through the DMU study guides?
- Do you need any training sessions to learn to use the guides in practice?
- Have you spoken with any of the library staff about additional training?
- <http://libguides.library.dmu.ac.uk/referencing>

4 Harvard System of Referencing

- Why is the Harvard system of referencing used so extensively?
- How does Harvard compare to other referencing systems?
- Where can you get interactive information about referencing with Harvard?
- <http://www.library.dmu.ac.uk/Images/Selfstudy/Harvard.pdf>

5 DMU Study guide: Referencing

- Do you feel confident that you can reference your work to an appropriate academic standard?
- Why do you think academic standard use common reference systems?
- What would you do if you get stuck and need advice, but there is no one around to ask?
- <http://www.library.dmu.ac.uk/Support/Guides/index.php?page=495>

6 Mediawiki InLine Referencing

On Wikipedia, an inline citation refers to a citation in a page's text placed by any method that allows the reader to associate a given bit of material with specific reliable source(s) that support it. The most common methods are numbered footnotes and parenthetical citations within the text, but other forms are also used on occasion. Inline citations are often placed at the end of a sentence or paragraph. Inline citations may refer to electronic and print references such as books, magazines, encyclopedias, dictionaries and Internet pages. Regardless of what types of sources are used, they should be reliable; that is, credible published materials with a reliable publication process whose authors are generally regarded as trustworthy or authoritative in relation to the subject at hand. Verifiable source citations render the information in an article credible to researchers. http://en.wikipedia.org/wiki/Wikipedia:Inline_citation

- Revisit your wiki entries and start to add some InLine references following the instructions above. Add quotes from books specified on the module reading list.

7 Google Scholar

Google Scholar Citations provide a simple way for authors to keep track of citations to their articles. You can check who is citing your publications, graph citations over time, and compute several citation metrics.

<https://scholar.google.co.uk/intl/en/scholar/citations.html>

8 Microsoft Footnotes & Endnotes

MS Word has some powerful features for inserting and managing references, how can you use them to enhance the academic credibility of your personal learning journals? <http://office.microsoft.com/en-au/word-help/insert-delete-or-edit-footnotes-and-endnotes-HP001226522.aspx>

9 Microsoft Bibliographies

A bibliography is a list of sources, usually placed at the end of a document, that you consulted or cited in creating the document. In Microsoft Office Word 2007, you can automatically generate a bibliography based on the source information that you provide for the document. Each time that you create a new source, the source information is saved on your computer, so that you can find and use any source you have created. <https://support.office.com/en-us/article/Create-a-bibliography-3403c027-96c8-40d3-a386-bfd5c413ddbb>

- How to use Microsoft Word's works cited tools: Sources, footnotes, and more <http://www.pcworld.com/article/2687533/how-to-use-microsoft-words-works-cited-tools-sources-footnotes-and-more.html>

10 DMU E-Books Resource

A large selection of individual e-book titles can also be located via the Library Catalogue. Entries for e-books will contain live links to their internet locations. You can also use Library Search to find relevant e-books.

<http://zr7av6yc4v.search.serialssolutions.com/?L=ZR7AV6YC4V&tab=BOOKS>

- Search for Books on Virtual Communities

11 Google Books

At the end of the Middle Ages, in a small town in the Rhine Valley, an unassuming metalworker tinkered with a rickety wine press, metal alloys and oil-based ink. The result of his labours was an invention that took the world's information and made it exponentially more accessible and useful. Six centuries later, we're seeing the same kind of innovation in the way we access information. Every day, with a few keystrokes on a computer, people are doing more than simply visiting their favourite web pages. Like Gutenberg, they are expanding the frontiers of human knowledge. This same philosophy lies behind Google Books. We believe a tool that can open up the millions of pages in the world's books can help remove the barriers between people and information and benefit the publishing community at the same time. Many of the world's largest publishers have joined our Partner Program so that readers everywhere can discover their books. These partnerships are very successful, and the program continues to grow. <http://www.google.com/google-books/perspectives/>

<http://www.google.com/googlebooks/about/index.html>

<https://support.google.com/books/answer/191154?hl=en-GB>

<https://books.google.co.uk/>

11.1 Create Your Own Library

<http://www.google.com/googlebooks/mylibrary/>

Enter the Google Books case. In 2004, Google began scanning books—copyrighted and non-copyrighted alike—in academic libraries with the plan of making portions of that material available online for free. Users of Google Books now know how this works: You can search Google's scanned-book database for a fact or a quote and see part of the page that includes that fact or quote. Google Books will then show you a "snippet" of the book without revealing the rest of the book. (It can also search its whole language database for certain words and chart their use over time, resulting in

the infamous Google Ngrams.) <http://www.theatlantic.com/technology/archive/2015/10/fair-use-transformative-level-google-books/411058/>

Ten years ago there were no Kindles, iPads, or postcard-sized smartphones to read on. Now the growth of e-reading is unmistakable. In 2011, 11 percent of Americans read an ebook; in 2014, 27 percent did. (In the same period, the number of Americans reading a print book fell, from 71 percent to 63 percent.) In the past 12 months, Americans read 120 million ebooks on just one app used by public libraries—an increase of 20 percent from the year before. And while big publishers may be seeing their ebook sales plateau, self-published authors and indie presses—many of them selling directly to readers through Amazon—continue to gain market share, while charging a fraction of what print books cost. With so much of the landscape for digital books forever altered, what does Friday’s decision mean for readers, writers, libraries, and the public? <http://www.theatlantic.com/technology/archive/2015/10/what-the-google-books-victory-means-for-readers-and-libraries/411910/>

In a unanimous ruling handed down on Friday morning, the Second Circuit Court of Appeals in New York deployed a familiar four-factor “fair use” test to conclude that the Google Books project was lawful. “We see no reason in this case why Google’s overall profit motivation should prevail as a reason for denying fair use over its highly convincing transformative purpose, together with the absence of significant substitutive competition, as reasons for granting fair use,” wrote Justice Pierre Leval. <http://fortune.com/2015/10/16/google-books-appeals-court/>

Digital books have a variety of benefits, particularly if you haven’t thoroughly read the entire book (or if you skipped the entire middle section. We’ve all been there). Google Books, in particular, has been my saviour in college and is an underrated source of digital books. <http://www.theprospect.net/the-benefits-of-using-google-books-24197>