Get to the library’s Web Page from the University page (info for current students) or from your MySFA account under the “Research” tab—if you are off campus. From this page, you can search SteenFind or use the pull down menu. Features include:

- text yourself call numbers
- search for journal articles
- search for articles and books at the same time
- clickable map (use google chrome or firefox browsers)

Whether you use the library catalog, the Internet, or the electronic databases, you need a search strategy. So, develop a keyword statement by writing your topic in the form of a question, and circling the keywords. Here are examples:

**What is the status of human trafficking in the United States?**

Now, think of synonyms and different spellings. Here is a search strategy or search statement that uses Boolean operators (AND, OR), nesting (use of parentheses), and phrase searching (use of quotation marks):

"human trafficking" AND ("united states" OR America) (try using a synonym: "human slavery" in place of "human trafficking")

You can begin with the Library home page and do a SteenFind search. It helps you find material on your topic, from print books—to e-books—to government documents—to video clips—-to magazine, journal, and newspaper articles.
From the Library Web Page, click on “Research” and from the list of Research Guides, choose Criminal Justice.

The Research Guides give the most in-depth coverage of journals in your field of study. They have fewer articles in popular magazines and newspapers and more in scholarly journals. Databases generally considered the best sources for a discipline are listed in the Research Guides.
Citing Sources

There are many free sites on the web that assist in the task of creating a bibliography and citing the sources used for information. Several free online citation managers are listed below:

- **KnightCite** ([http://webapps.calvin.edu/knightcite/index.php](http://webapps.calvin.edu/knightcite/index.php)) is a citation tool from Calvin College.

- **Landmarks Son of Citation Machine** ([http://citationmachine.net/](http://citationmachine.net/)) is a citation tool created by David Warlick for the Landmarks for Schools Web site for teachers.

- **Zotero** ([http://www.zotero.org/](http://www.zotero.org/)) is a free, easy-to-use Firefox extension to help you collect, manage, and cite your research sources.

- **The Purdue OWL:**
  - [https://owl.purdue.edu/owl/general_writing/index.html](https://owl.purdue.edu/owl/general_writing/index.html)

- **NoodleToolsExpress**

*Remember, all* online citation managers have limitations. They're a convenient shortcut, but it’s always best to check the *recommended style manual.*

What’s a Peer-Reviewed Journal Article?

Peer review is a process that journals use to ensure the articles they publish represent the best scholarship currently available. When an article is submitted to a peer-review journal, the editors send it out to other scholars in the same field to critically assess the quality of the scholarship, its relevance to the field, methodology and research design and its appropriateness for the journal. Usually the process is a blind review (the author’s name is not on the manuscript).

Publications that don’t use peer review (*Time*, *Parents*, *Popular Science*) just rely on the judgment of the editors as to whether an article is accurate. You can’t rely on them for solid scientific research.

How do I know if a journal is peer reviewed?

Usually you can tell just by looking. A scholarly journal is visibly different from popular magazines. If you have the actual journal in hand, check the front matter for a statement that the journal is “refereed” or “peer reviewed”. It is helpful to go to the journal’s website. Most journals that are peer reviewed will indicate if they are on their website. You can also check the title in **ULRICH'SWEB online database** to verify that it is peer reviewed.

Finding Peer-Reviewed Journals and Journal Articles

There is not a comprehensive source for identifying all peer-reviewed journals. Most of the databases to which the library subscribes flag the peer-reviewed journals; however, they do not necessarily identify which of the articles is original research. The databases include editorials, meeting announcements, book reviews and even letters to the editor. *None of these would qualify as a scholarly journal article.*
WHAT IS AN ANNOTATED BIBLIOGRAPHY?

An annotated bibliography is a list of citations to books, articles, and documents. Each citation is followed by a brief (usually about 150 words) descriptive and evaluative paragraph, the annotation. The purpose of the annotation is to inform the reader of the relevance, accuracy, and quality of the sources cited.

ANNOTATIONS VS. ABSTRACTS

Abstracts are the purely descriptive summaries often found at the beginning of scholarly journal articles or in periodical indexes. Annotations are descriptive and critical; they expose the author's point of view, clarity and appropriateness of expression, and authority.

THE PROCESS

Creating an annotated bibliography calls for the application of a variety of intellectual skills: concise exposition, succinct analysis, and informed library research.

First, locate and record citations to books, periodicals, and documents that may contain useful information and ideas on your topic. Briefly examine and review the actual items. Then choose those works that provide a variety of perspectives on your topic.

Cite the book, article, or document using the appropriate style.

Write a concise annotation that summarizes the central theme and scope of the book or article. Include one or more sentences that (a) evaluate the authority or background of the author, (b) comment on the intended audience, (c) compare or contrast this work with another you have cited, or (d) explain how this work illuminates your bibliography topic.

SAMPLE ANNOTATED BIBLIOGRAPHY ENTRY FOR A JOURNAL ARTICLE

The following example uses the APA format for the journal citation.


The authors, researchers at the Rand Corporation and Brown University, use data from the National Longitudinal Surveys of Young Women and Young Men to test their hypothesis that nonfamily living by young adults alters their attitudes, values, plans, and expectations, moving them away from their belief in traditional sex roles. They find their hypothesis strongly supported in young females, while the effects were fewer in studies of young males. Increasing the time away from parents before marrying increased individualism, self-sufficiency, and changes in attitudes about families. In contrast, an earlier study by Williams cited below shows no significant gender differences in sex role attitudes as a result of nonfamily living.

*LibGuide Reproduced and adapted from: Olin Library Reference Research & Learning Services Cornell University Library Ithaca, NY, USA

Halstead 2015/rev 2018