

Introduction to Library Research & Research/Grant Proposal Writing
(AS.360.107.12)

Summer 2017 (July 9– July 22) Electronic Resource Center (M level, MSE Library)

Instructor: Yunshan Ye (yve@jhu.edu)

Course Description:

This course offers training to undergraduate and graduate students in humanities and social sciences on the fundamentals of library research and research/grant proposal writing. The course will introduce the students to the major research resources in humanities and social sciences, strategies and techniques to conduct effective research, and how to use library research to enhance research and grant proposal writing. This course aims to help students learn the basics of research and grant proposal writing and develop useful research skills that will benefit them as scholar and researcher in the long run.

Requirements:

- 1) Attendance and participation (20%): Full participation is expected. This includes coming to class, doing your work and sharing ideas throughout the course.
- 2) Mini assignments (15%): Daily (except the last session) mini assignments will be given through the course. Completed assignments should be sent to the instructor by midnight on the day of assignment unless otherwise noted.
- 3) Research Statement (50%): You will complete a one or two page research statement with (a separate page of) annotated references.
- 4) Presentation (15%): You will be asked to do a 5-10 minute talk about your proposed research at the end of the course.
- 5) Pass or Fail: the course is evaluated on pass or fail basis. If you have more than 4 unexcused, un-made-up absences, or miss more than 4 daily assignments, or fail to turn in final project on time, you may get “fail.”

Course Materials:

All readings are available in *Course Content Folder in Blackboard*.

Lesson 1 Introduction to Proposal Writing (1)

- Self-introduction
 - PPT presentation on proposal writing
- Assignment #1:** Choose a research topic and write briefly (one paragraph) about why it is important and what you might want to do with the research (independent study, class project, grant project?). Email the Instructor by midnight.

Lesson 2 Introduction to Proposal Writing (2)

- PPT presentation (continued)
- Assignment #2:** Read sample student proposals and comment on strength and weakness. No need to turn in.

Lesson 3 Introduction to Proposal Writing (3)

- Class activity: sample student proposals critique
- Intro to Citation management tool: Refworks

No assignment today.

Lesson 4 How to Conduct Preliminary Research (Narrow Down the Topic)

- Tools for preliminary research (narrow down a topic)
Assignment #3: 1) use RefWorks and compile a bibliography of five or more sources on your topic. 2) write a tentative title of your project. Email the bib and title to the instructor by midnight.

Lesson 5 How to Find Related Sources (Identify the "gap")

- Tools for citation tracking and finding related sources (WoS; Google Scholar)
- Tools for keeping up with scholarship (Current Content; citation alerts; TOC alerts)

Assignment #4: find one major article on your topic and five related articles. Use RefWorks to generate a bibliography of the six sources. Briefly (one paragraph) describe the "gap" in the literature. Email the bib and "gap" summary to instructor by midnight.

Lesson 6 How to find the contextual information and research policy/social issues

- Reference databases; CQ; Annual Reviews; Dissertations; policyfile; CRS reports

Assignment #5: 1) find a background article about a key concept in your research topic; 2) Write the Abstract and send it to the instructor by midnight.

Lesson 7 How to Find Primary Sources

- General strategies for finding print primary sources
- Digital historical primary sources
- Government documents (legislative; executive; declassified)

In class activity: find and report one primary source pertaining to your research project and explain why it is important.

Assignment#6: Write the Problem Statement (or Introduction) of your project and send it to the instructor by midnight.

Lesson 8 Basics of Researching Statistical data and Mapping

- Watch videos: Sage Research Methods
- Tools for finding statistical data and mapping
In class activity: create a map or table or article with data and send it to the instructor.

Lesson 9 Basics of Legal Research

- **Assignment #7:** Work on your final project and prepare for presentation. No need to turn in.

Lesson 10 Class presentation

- **Final project due by midnight Sunday.**

