**HAND-OUT MEDIA STUDIES 2018-2019**

This handout deals with the academic publications, the parts of the Library UvA collection that are of interest for Media Studies (MS), and the way printed and electronic publications can be found. It also focusses on databases which are relevant for MS. In one year always something changes. So, the reality can be different from what is written below.

**THE LIBRARY UvA**

The outcome of academic research is made known by (electronical) publications like books, theses, articles etc. These publications are collected by academic libraries, such as the Library of the University of Amsterdam. The Library UvA consists of the University Library, the principal location (UB, Singel 425) where a part of the Art and Humanities library collection is housed, a number of local libraries and the digital library.

**ACADEMIC PUBLICATIONS**

Academic research builds on existing knowledge. But a scientist wants more. By testing a hypothesis, he can acquire new knowledge and insights. In the publication about this research he explains his view on the subject and he gives an interpretation of the broader context in which the new knowledge fits with recommendations for further research. The conclusions which the researcher draws are objective and free of personal opinions.

One important requirement of the publication is that the researcher offers the hypothesis and the methods used in a way that can be controlled. He explains his hypothesis (definitions, demarcation etc.) as well as the research method (procedures, methods used etc.). In addition, he must justify the academic knowledge he uses. Others can then confirm or dismiss his conclusions or can do new research building on the conclusions of their colleague.

In short: publishing is an important part of scientific communication. And there are lots of types of academic publications of which the best known are monographs and articles. A monograph (book) covers a defined subject; articles cover a very specific, demarcated subject. The publications mention sources (e.g. texts, movies, data, footage, archives or artefacts) that generate new knowledge on the subject. Ideally, the research is based in part on sources that have not yet have been studied by others. Some formal characteristics of academic publications are:

- Written by researcher and focused on an academic public.
- Published by an academic publisher, institute or organization.
- Academic language and subject specific jargon.
- Structure: table of contents that shows the relevant phases of the research including an introduction, overview of the existing knowledge, description of the research methodology, results and conclusion. Overview of notes, reading list, index, used (image) material.
- The content is checked by colleagues. Articles are preferably peer reviewed.

In addition to books and articles with the development of the Internet many other academic publication forms appeared, e.g. blogs, preprints, by scholars developed databases and electronic reference works etc. Even the research data is published. More and more academics choose to publish through Open Access that has beneficial effects on the spread and impact of their research.
ORIENTATION, KEYWORDS AND SEARCHING

Orientation is an important aspect in the search for academic publications. You will expand your knowledge and find relevant keywords which can be used to search. It is important that you adapt these keywords according to the system you are using. Think of the language of the interface (‘emoties’ versus ‘emotions’), alternative keywords (‘feelings’, ‘mood’ or ‘expression’) and combinations of keywords that refer to the same topic. Whether you are using reference books, publications or full text will also influence the way you are searching, which terms you will use and how to use them.

Most databases provide a simple and an advanced search screen. The advanced screen offers more keys, more search boxes and often has opportunities to use filters (language, year of publication, etc.). In the advanced screen you can usually combine a number of keywords with the so-called Boolean operators (‘AND’, ‘OR’, ‘NOT’ and others).

THE COLLECTION FOR MEDIA STUDIES

A wide variety of topics is studied within MS, both from a disciplinary and interdisciplinary point of view. Some areas of focus are: new media and digital culture, comparative Media studies, journalism and media, computers and cultural information, and digital humanities. Traditionally publications about the theory of film, audio-visual media, and image analysis are intensively collected as well as publications about important directors, actors, and producers.

The printed literature for MS is placed in open shelving in GW-collections Singel (Singel 425). These publications are arranged by subject according to the Library of Congress Classification (LCC). One of the first books with a LCC label was Fox News and American politics by Dan Cassino. The call number is: “PN4888. T4 C37 2016”. “PN4888. T4” stands for the topic Television Journalism in the U.S., “C37” indicates the arrangement within this subject and 2016 stands for the year of publication. The Outline LCC for Media Studies offers a detailed overview of relevant LCC-codes. MS has only a few subscriptions on printed journals which are also placed according to LCC.

DVD’s, mainly of movies, are placed in section 'UB-GW' behind the counter on the third floor of the E-building. Only students and staff of the UvA can borrow these DVD’s. GW collections UB not only hold the material for MS but also of disciplines like Cultural Studies, Fine arts, Performing arts and Philosophy. Other locations, e.g. the P.C. Hooftwuis Library might hold relevant titles for MS. Older but still relevant printed material is moved to the Book Depot of the Library UvA.

THE DIGITAL LIBRARY

The physical publications are one part of the collection for Media Studies. Another part consists of the electronic information. This is not just e-books, e-magazines and e-articles but also databases. This electronic material can be found through CataloguePlus, and, as far as it concerns electronic databases through the Database selector.

REFERENCE WORKS

You can use reference works if you’re looking for very specific information, such as a date of birth, the meaning of a keyword or its translation. These works can also be used to broaden your knowledge about a subject and to enumerate concepts and keywords related with the topic. Different reference works offer other types of knowledge, think of encyclopaedias, language dictionaries or reference works with biographical data.

You can find a selection of important electronic reference works for MS through Encyclopaedias and reference works. There are multiple reference works in other fields that are also important for Media studies. For an overview of all electronic reference works that are available at the Library UvA, click here.
The Library UvA also holds other handbooks which are not presented in the Database selector. To name some, *A companion to Digital Humanities*, *Encyclopedia of library and information sciences*, *History of the American Cinema* or *The International Encyclopedia of Communication*. Parts of these works are overviews of the most important literature on the subject. You can easily check if the Library UvA holds a copy of one or more relevant titles.

**LIBRARY CATALOGUES**

Libraries are specialized on certain topics. Catalogues unlock the holdings of one or, in the case of a common catalogue, multiple libraries. Because of the specialization the catalogues offer publications on these specific topics. A number of libraries in the Amsterdam region joined the catalogue of the AdamNet group. Institutions such as the EYE and Sound and vision offer their own catalogues.

The Library UvA offers two own catalogues, namely: the Catalogue and CataloguePlus. In addition to our own catalogues the Database selector mentions PiCarta a national catalogue which include the holdings of hundreds Dutch libraries. Here you might find publications that are not present in the UvA Library. You can request material that is not available at the Library UvA through Inter Library Loan using WorldCat Discovery. You need an ILL account. For a list of all library catalogues in the selector [klick here](#).

**THE CATALOGUE**

If you want to know whether a book or journal is held by the Library UvA you can consult the Catalogue. If you click on ‘Check availability’ under the description of a work you will see information about the location, the call number and whether it is on loan. ‘GW-collections UB’ stands for the material in open access on the UB. The call number (e.g. ‘NA1150. R68 2016’) indicates the place where the publication is located. If the work is not part of the GW-collections on the University library then the publication is in a different UvA library.

To make room for acquisitions less used material is moved regularly from the open shelves to the depository of the library (depository, IWO). Think of older books and volumes of journals. In the catalogue you can recognize these publications because the call number starts with the abbreviation ‘UBM’. These publications can be lent with a valid student card or a library card. As a rule, it is available within 2 working days on the location of your choice.

Some special features that the catalogue offers are: combining searches via ‘search history’, consulting acquisitions, a Help button and an Ask the Library button. It is possible to log in with your account to manage your loans, reservations, fines and saved searches.

**CATALOGUEPLUS**

The publications which the Library of the UvA holds or which are accessible through the library are also indexed in CataloguePlus. Apart from books and journals CataloguePlus holds millions of descriptions of articles which are published in thousands electronic journals that are obtainable through the Library UvA.

In addition, CataloguePlus provides services for asking questions, it is possible to log in (‘Sign in’), to manage your loans and reservations, and you can mark descriptions, copy these to the e-shelf and export them. E-journals can be found through the tab ‘Find e-journals’ and ‘Databases’ refers to the Database selector.

**BIBLIOGRAPHIES**

If you are looking for academic literature than it is recommended to consult the specialist bibliographies for MS in addition to Catalogue-Plus. Bibliographies register new publications within a specific discipline. They unlock publications that can’t be found through
CataloguePlus. It concerns printed articles and electronic publications where the library has no access to and are therefore not part of CataloguePlus.

The main bibliographies for MS are:

- **Communication & Mass Media Complete** registers academic articles in the field of communication and mass media.
- **Library, Information Science & Technology Abstracts** is a bibliography in the field of library and information science.
- **Performing Arts Periodicals Database** indexes articles about theatre, dance, film and related performing arts.
- **Screen Studies Collection** indexes publications about film, television and radio.

General bibliographies like **Academic Search Premier**, **Scopus** or **Web of Science** are also important. For all bibliographies in the selector, click here.

### SEARCHING FULL TEXT

Many databases that are listed in the selector offer access to full text. This applies also to primary and secondary sources. **Primary sources** contain original information, such as manuscripts, diaries, memoirs, and letters and so on.

The other category are the databases with secondary sources and especially academic journal collections such as **Cairn**, **Emerald Full text**, **JSTOR**, **Periodicals Archive Online**, **Persée** or **Project MUSE**. Some of these collections are focused on one specific language. As a rule, it is possible to search within the full text of the listed publications in one journal collection. For an overview of all journal collections click here.

### SEARCHING: OTHER

Via CataloguePlus the library offers access to hundreds of millions of articles that are published in thousands of electronic journals. These journals can be found via the tab ‘Find e-journals’. You can search by title words, browse by the first letter of a title or browse by subject. For this last option you choose in the navigation bar for ‘Topic’. In the left screen select a field and in the right part of the screen a subcategory. Most e-journals can be found via CataloguePlus and the Catalogue.

The UvA staff annually publishes over 8,000 articles, books, chapters, reports, inaugural speeches or dissertations. These publications are described in the repository **UvA-DARE**. If possible, depending on the copyright, a digital copy of the publication is available. **UvA Scripties Online** contains bachelor and master theses of students of the University of Amsterdam. The papers are accessible online.

### INTERNET

The Internet contains a lot of freely accessible databases of cultural institutions that are of interest to Media studies. Think of the Internet Movie Database. **Google Scholar** mentions academic publications including articles and preprints. A part is full text. If you are consulting Google Scholar many results will be accompanied by UvA-linker that brings you to the full text if it is available at the Library UvA. **Google books** mentions scanned books. The titles that still have copyright are only partially scanned. If the copyright no longer applies then the text is usually available.
WANT TO KNOW MORE?

- The website of the Library UvA provides information on access, use and services of the library.
- Under the heading 'Students' you can find information on various topics, such as ‘Searching’ ‘Workshops’ or ‘Copyright’ and about accessing the electronic databases and publications from outside the UvA-domain (‘Access from home’).
- The Subject page of Media studies provides information about the collection, the databases, contact details, news and you can suggest titles.
- Would you like to build a private library with metadata of the publications and full text and use this when you are writing than look at ‘Citing and publishing’. You can also find information about copyright, the use of other people’s material in your writing and the importance of citing sources. It is good to know that papers are checked for plagiarism.
- Do you already want to know how to deal with your research data than consult Research Data Management.