

START with the search tips and quick links on the **How to Find UOW History, Facts & Figures guide** on the Library website under Resources by Topic → U → UOW History, Facts & Figures. Some key tips are also shown for you below.

For UOW information

Browse and search the **UOW web site** for documents / recent reports / statistics / media releases / newsletters etc.

Search the **UOW Digital Archive** and also the **Library Catalogue** for older reports about UOW

Search the **Proquest ANZ Newsstand database** OR **Factiva database** for recent news articles about UOW in the Illawarra Mercury and other newspapers

Browse older hardcopy *Campus News* and news clippings in the **University Archives** (need to arrange in advance)

Consider! - are **statistics** likely to be collected on your topic and at the level of detail you need? If so:

Who might collect this type of data?

Where might it be available?

What headings might it be under?

(use your **search strategy worksheet** to plan possible search terms)

For HIGHER EDUCATION sector information

Browse and search the **DEST, ABS and other education related web sites** for documents / reports / statistics etc.

Search the **Library Catalogue** for books and reports about higher education

Search the **Proquest ANZ Newsstand database** OR **Factiva database** for recent news articles about Australian universities/students/staffing issues etc.

Search the **A+Education** and **APAFT (Australian)** databases for journal articles about higher education
Also search the **Proquest Central** and **Academic Onefile (international)** databases for any Australian coverage

Remember! - with any reports, books or journal articles you do find, **check their bibliographies** for mention of other useful sources

Need Help? Contact local library staff at your respective campus library in the first instance. Then if you need further help contact the Arts Faculty Librarian and the Archivist (details below).

For Help over the Phone

- Wollongong Campus Help Desk Ph: 4221 3548
- Lesley Smith (Arts Librarian) Ph: 4221 4638
- Susan Jones (Archivist) Ph: 4221 3543

For Help via Email

- 'Ask a Question' email link on Library homepage
- Email: lesley_smith@uow.edu.au
- Email: susan_jones@uow.edu.au

To help us help you more quickly with email enquiries please include:

- subject code Soc231 in your email subject line
- details of where you've tried searching already (eg. specific databases, web sites)
- what keywords you've tried using
- the campus location where you're studying
- your contact phone number in case we need to call you to clarify anything

Soc231 - Developing Your Search Strategy



Example topic:

Use of childcare facilities at the University of Wollongong

Identify keywords or phrases:

Search Strategy Keywords	Alternative terms for each Keyword
<i>university of wollongong</i>	OR <i>wollongong university OR university OR campus</i>
AND	
<i>childcare</i>	OR <i>child care OR child minding OR families</i>
AND	
<i>facilities</i>	OR <i>services OR Kids Uni</i>

When developing a search strategy, think about using:

- subject dictionaries or encyclopaedias for background information
- alternative keywords or alternative concepts
- different spellings
- a truncation symbol to broaden your results eg. *child** finds *child, children, childcare* etc. (note: truncation symbols can vary in different databases)
- broader terms if you find only a few results
- narrower terms if you find too many results

Choose resources to search: eg.

- *University web site and UOW Digital Archive for UOW annual reports*
- *Library Catalogue for books and reports on childcare in universities or higher education*
- *Proquest ANZ Newsstand database for newspaper articles about UOW and Kids Uni etc.*
- *APAFT, A+Education, Family&SocietyPlus and Informit E-Library databases for journal articles on childcare in universities or higher education*

Now describe *your* topic:

Identify *your* keywords or phrases:

Search Strategy Keywords	Alternative terms for each Keyword
<i>university of wollongong</i>	OR <i>wollongong university OR university</i>
AND	
	OR
AND	
	OR

Choose resources to search:

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