

Information sources – an assistance for selection and professional application

The following scheme gives survey on information sources, which are available at the HTW Chur.

| Information sources | Content | Applicability | Up-to-dateness | Quality | Access |
|---|--|---|--|---------|--|
| Library catalogue | Bibliographic and formal information as well as confirmation of location of books, periodicals and other materials | <ul style="list-style-type: none"> ▪ Search for title keywords, author name or technical terms. Possibility of ordering or reservation in the NEBIS-network. ▪ In the BGR-network (Grisons Cantonal Libraries Network) only reservation is possible. ▪ | New acquisitions are immediately indicated | High | <ul style="list-style-type: none"> ▪ www.nebis.ch Technology ▪ and other |
| Lexica, encyclopaedias, dictionaries and reference books in the non-lending collection | Concepts and contexts, monolingual or multilingual | <ul style="list-style-type: none"> ▪ suitable for the initial access to a topic and collecting of appertaining concepts | Print: low Internet: high Databases: high | High | <ul style="list-style-type: none"> ▪ Non-lending collection in libraries ▪ Internet: http://de.wikipedia.org ▪ Databases of Consortium: free online access on campus: ▪ From outside of the school: → Choose a database from the list ▪ |
| Textbooks and further materials on the library shelves | Compendiums, textbooks and handbooks, research and conference reports thematic organized, within the subject according to sequence numbers (= location signature) | <ul style="list-style-type: none"> ▪ Sound information for education, continuing education, major and specialization ▪ Consult tables of contents and indices as well as bibliographies! | Books: medium (depending on the year of publication) Please choose the newest edition! | High | <ul style="list-style-type: none"> ▪ Self service at the library shelves, information about location ▪ through library catalogues ▪ www.nebis.ch ▪ lendable |

| Information sources | Content | Applicability | Up-to-dateness | Quality | Access |
|---|--|---|----------------|-------------|--|
| Journals | Professional articles on special topics, new developments and trends, book reviews, information about events and research reports | <ul style="list-style-type: none"> ▪ Important for the state of the research and knowledge, essential as a basis for academic work. ▪ Use annual registers! ▪ Consult websites! | High | High | <ul style="list-style-type: none"> ▪ Use in the library, Verification of collection through library catalogues ▪ www.nebis.ch ▪ not lendable, scan or copy |
| E-Journals and journal articles in specialized databases | Articles on special topics, new developments and trends, conference reports sometimes as full text sometimes as brief descriptions (then full text acquire possibly at the source) | <ul style="list-style-type: none"> ▪ Wider spectrum than in the library collection, ongoing updates, all important sources and documents are recorded. ▪ Possible search of the full text ▪ Possible metasearch | High | High | <ul style="list-style-type: none"> ▪ Free online access access on campus: ▪ From outside of the school: ▪ → Choose a database from the list ▪ Acquire information before the first research |
| Esteemed daily newspapers and weekly magazines as well as their archives | Current and background information, articles focused on particular subjects in special supplements | <ul style="list-style-type: none"> ▪ Acquisition of information about contemporary or in the past current subjects of public interest. ▪ Consult websites and archives! | High | High | <ul style="list-style-type: none"> ▪ Daily newspapers are available in the lounge, weekly magazines in the library. ▪ Free access for some online archives on campus: ▪ From outside of the school: ▪ Articles issued before 1990 are usually available only at the publishing house |
| Web portals, Home pages from famous companies and institutions (Universities, agencies etc.) | Large quantity of first-hand information Difrantiate between facts and advertisement! | <ul style="list-style-type: none"> ▪ Extensive material up to the full text. Facts, statistics, laws etc. ▪ Use URL direct search, search engines or web directories. ▪ Critically test reliability of the source! | Varying | Mostly good | <ul style="list-style-type: none"> ▪ See the library link collection „Nützliche Links“ ▪ Create your own link collection! |