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## Information Review #1: Reference Source

**Due:** Tuesday, September 19, 2000

**Points:** 50

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### Purpose

- To successfully locate a reference source using techniques recently presented in class.
- To apply evaluation methods, as discussed in class, to a reference tool.
- To summarize, in writing, your evaluation.

### Instructions

1. Find and review a reference source.
2. The source you choose should provide information on some aspect of your final project topic.
3. The source you choose **must be** a traditional reference source.
4. The source you choose **must have a call number that begins with REF**
5. **Do not** use a reference source that you find on the Internet.
6. **Do not** review a journal or magazine article or a book you find in the circulating collection. These are not reference sources. For a definition of a reference source, see pg. 122 in your textbook.
7. Important! At the beginning of your review, you must include a full citation for the reference source you are reviewing. On the last line, insert the call number for the work. Surround it with brackets.

Example: Morris, William and Mary Morris. *Harper Dictionary of Contemporary English Usage*. New York: Harper & Row, 1975.  
[REF PE1680.M59]

### Finding Reference Source

Your textbook (pg. 127) lists 5 strategies for finding reference sources. Numbers 4 and 5 are not options available to you so concentrate on either browsing the shelves, searching the library catalog or looking in *Guide to Reference Books*, 7<sup>th</sup> ed. By Robert Balay (NewRefInfoDesk Z1035.1.G89 1996).

You will get the best results by browsing the Reference shelves either at Branson Hall or New Library. You know the Library of Congress Classification system, you know your topic and you know where the Reference shelves are in both buildings. You should also know the general call number area(s) for your topic.

### Reviewing the Source & Writing Your Review

Follow the steps listed in your textbook under "Evaluating Reference Sources" (pg. 129) in evaluating the work. It is important that you become familiar with how the source functions as well as its overall purpose.

Look over examples from *Choice* provided in class. These reviews are brief but informative and instructive. Use these as examples on how to shape your review. our review should not be more than two pages or 500 words, nor should it be less than a page or 250 words.