Prifysgol Cymru
Y Drindod Dewi Sant
University of Wales
Trinity Saint David

LLYFRAU a RHAGOR
BOOKS & BEYOND

Finding & Using Information

Hospitality

Lisa Ellis (IMH Librarian)

2024

Academic Liaison Librarian

Lisa Ellis

Institute of Management & Health (IMH)

Email: l.ellis@uwtsd.ac.uk

ONSITE: Swansea Business Centre (SBC) / SA1 (Y Fforwm)

Monday (8:30-5)

Tuesday (8:30 -5)

Wednesday (8:30 -5)

ONLINE: Monday to Friday, 9am - 4:30pm

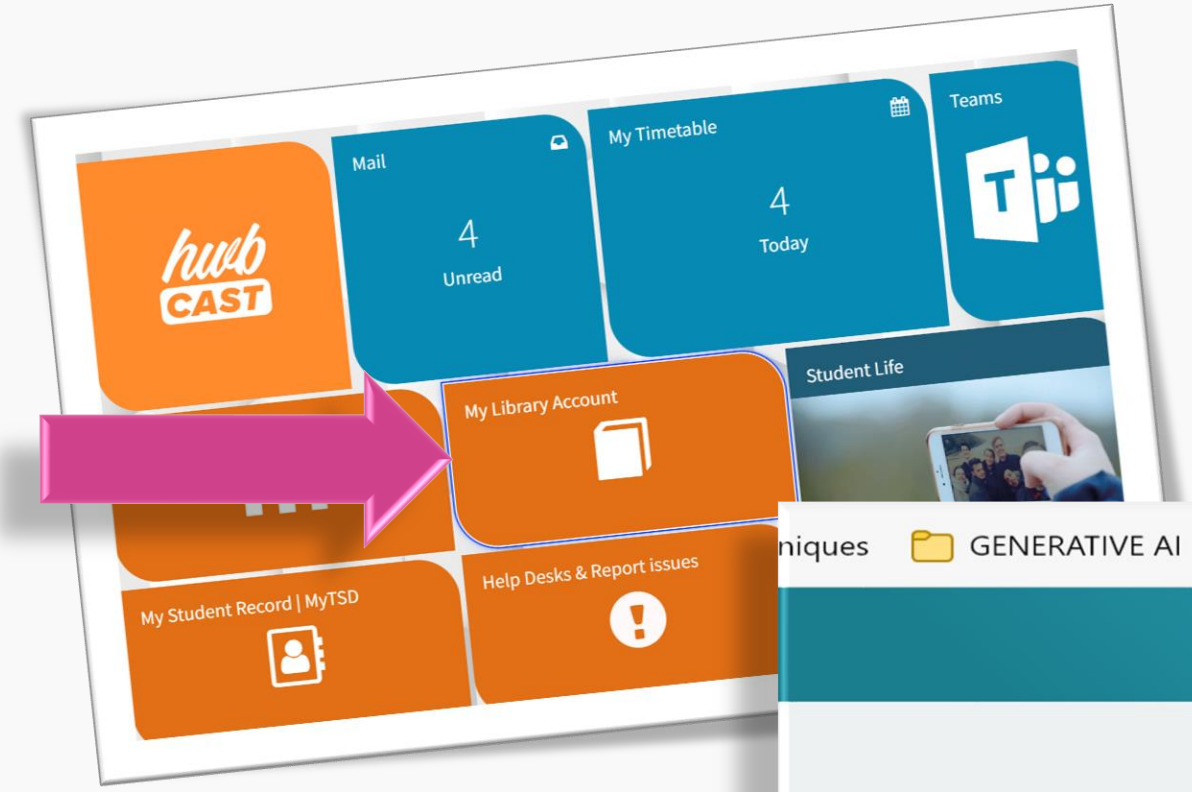
Aims

An introduction to the library resources, support and services.

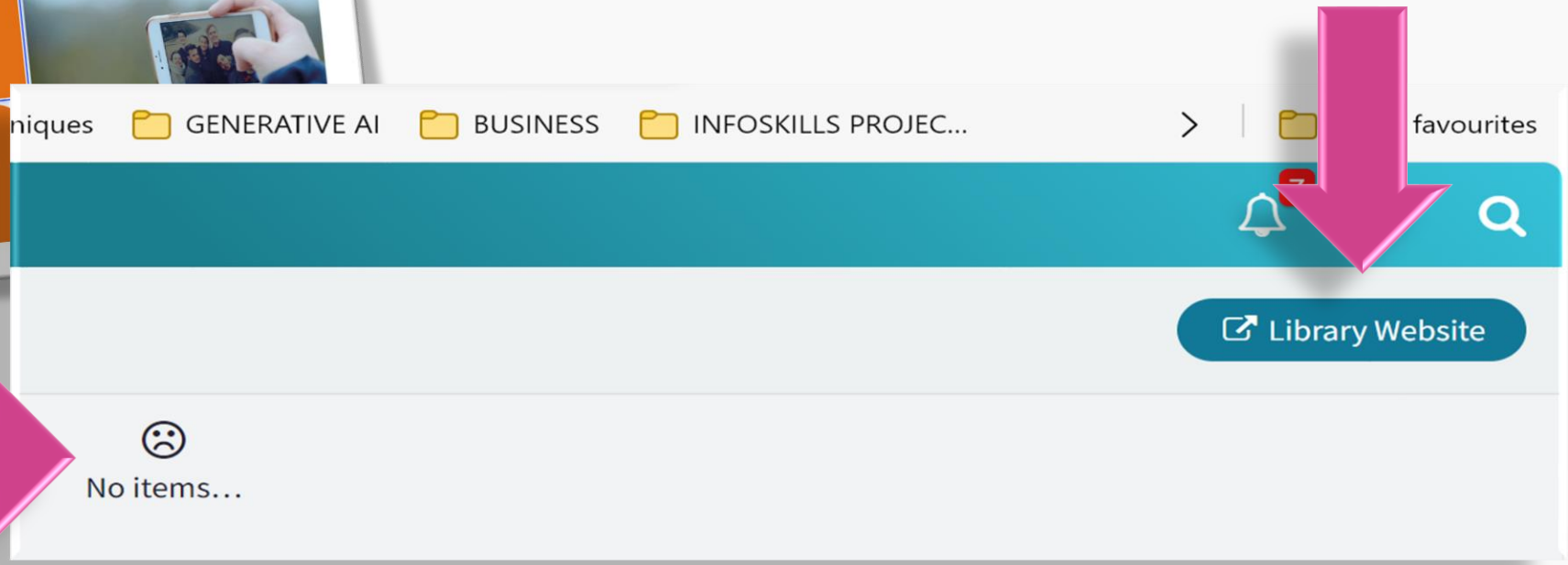
How to find and use your reading list.

How to find and use the library catalogue.

My Library Account



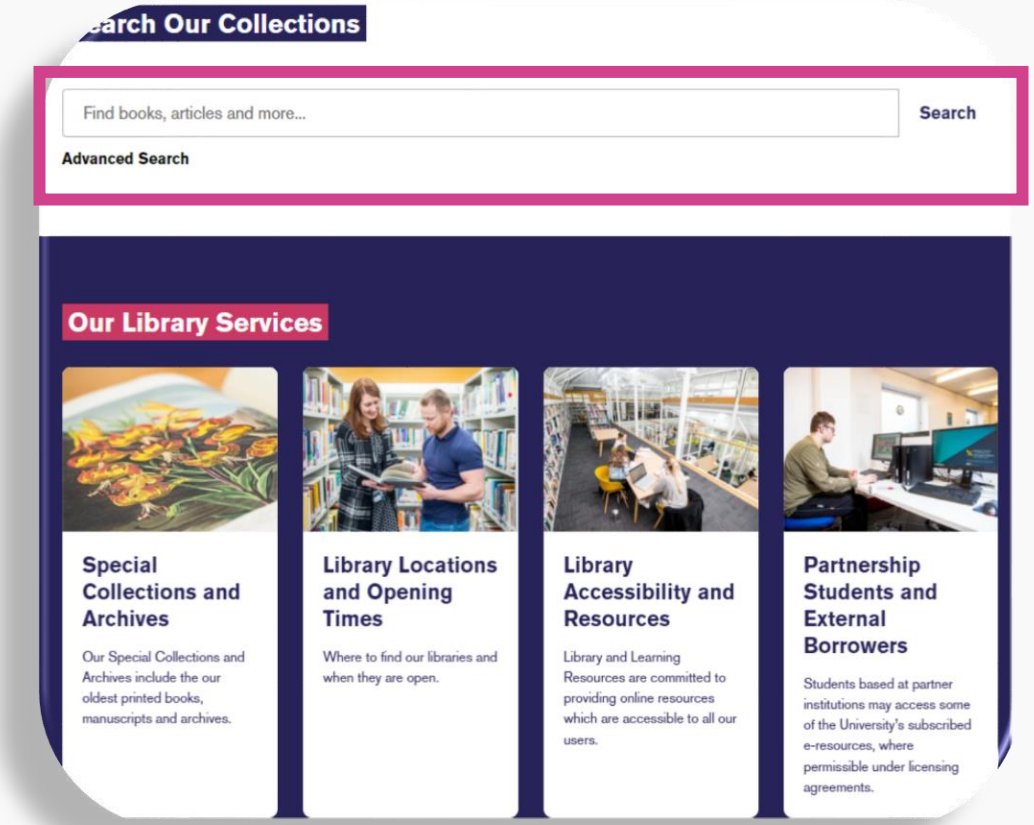
1. Navigate to the student HWB page.
2. Click My Library Account.
3. Click Library Website Link.



HWB Link

Library Webpage

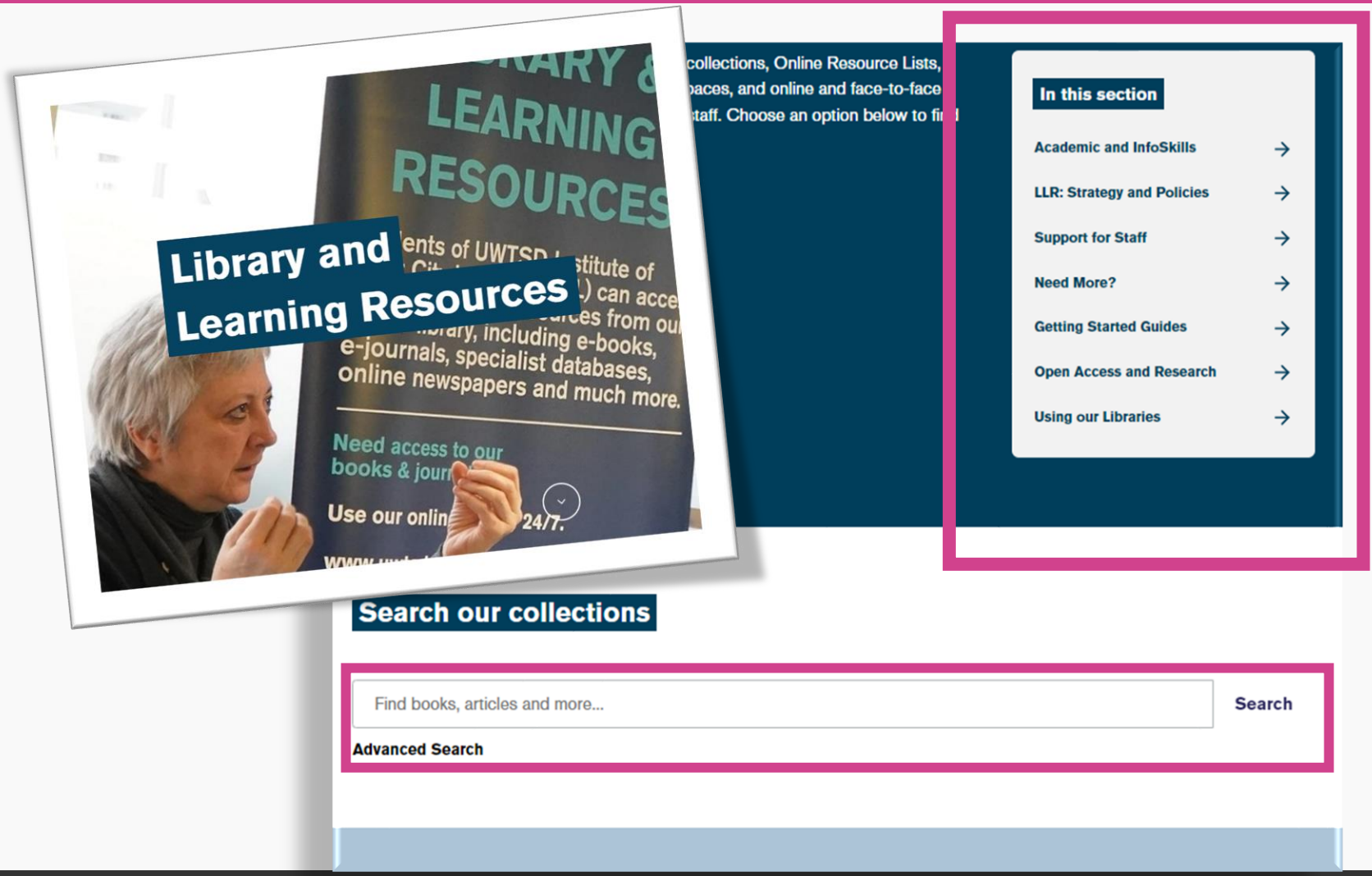
Web link



Library Intranet Homepage

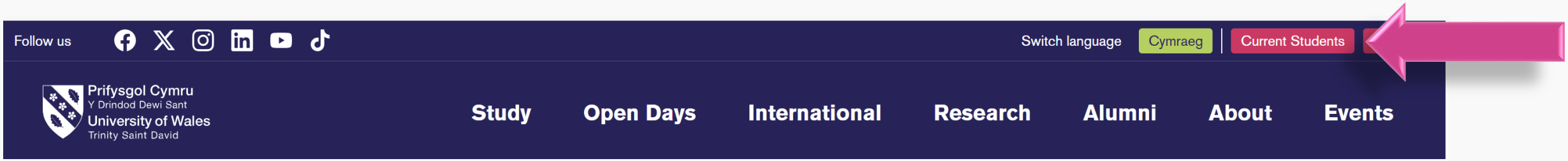
Links to support and further resources.

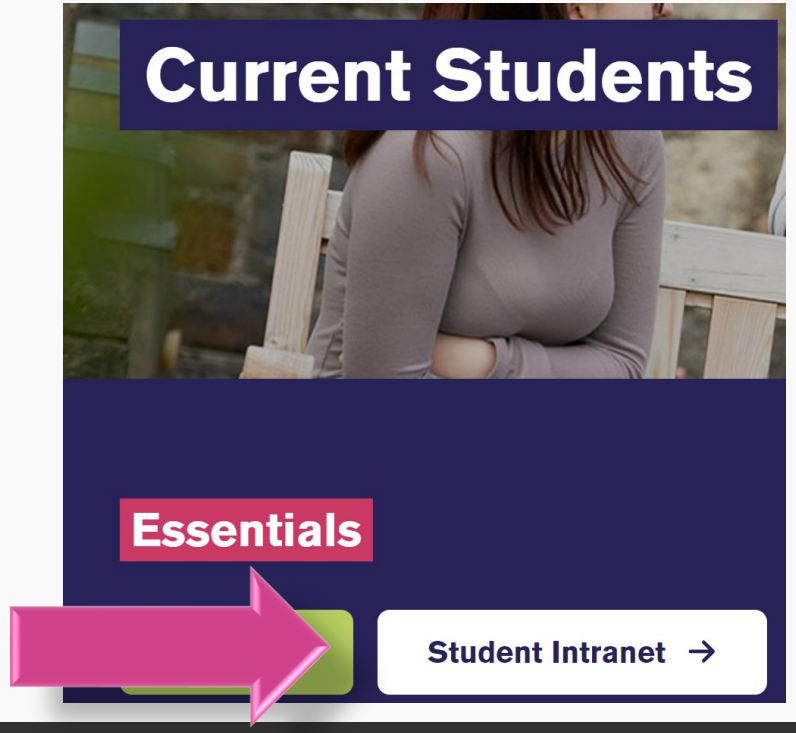
You must log in with your student credentials to access the intranet!



Intranet link

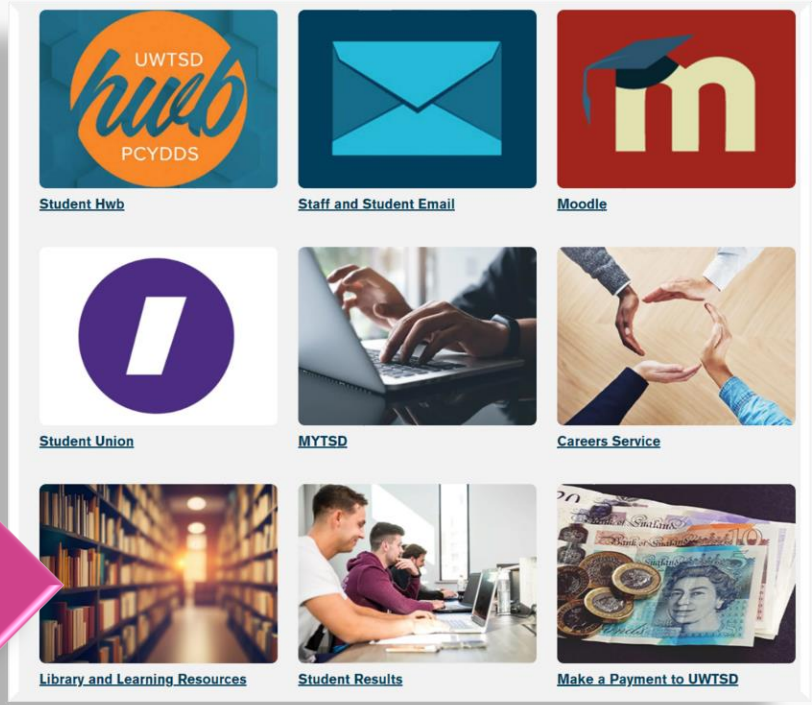
Sign in





Click:

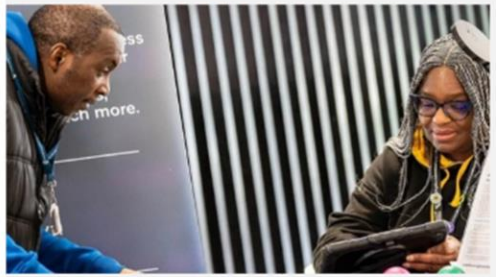
- Current students.
- Student Intranet.
- Quick Links
- Library and Learning Resources.



Scroll and Explore...

Explore the options on the intranet homepage to find information on:

- Using our libraries.
- Referencing.
- Academic and digital skills.
- Upcoming events, and lots more.



Using our Libraries

Academic and InfoSkills

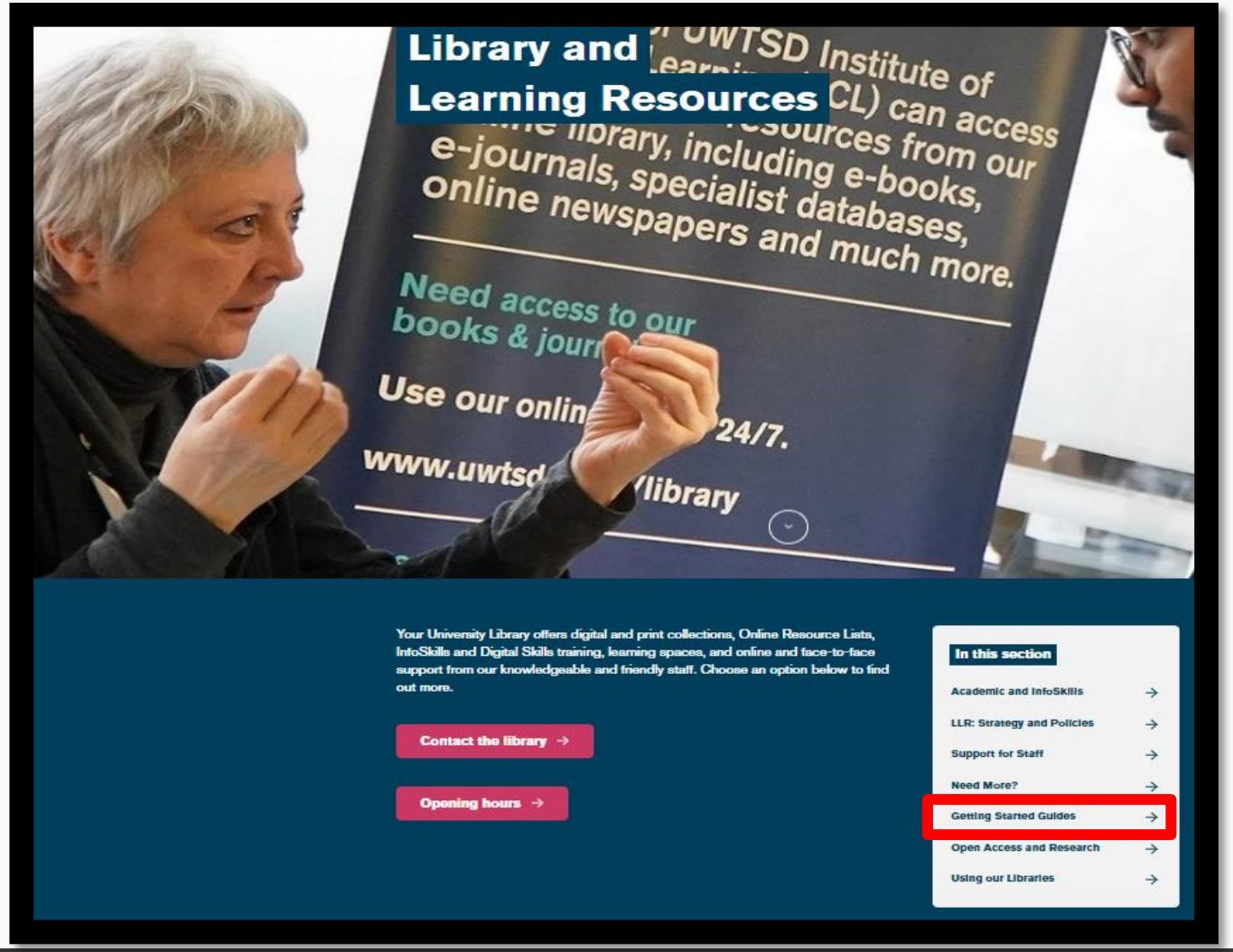
Getting Started Guides

Need More?

Support for Staff

Open Access and Research

Where to start…



From the **Intranet Library** webpage, click on the **Getting Started Guides** to find your subject based guide.

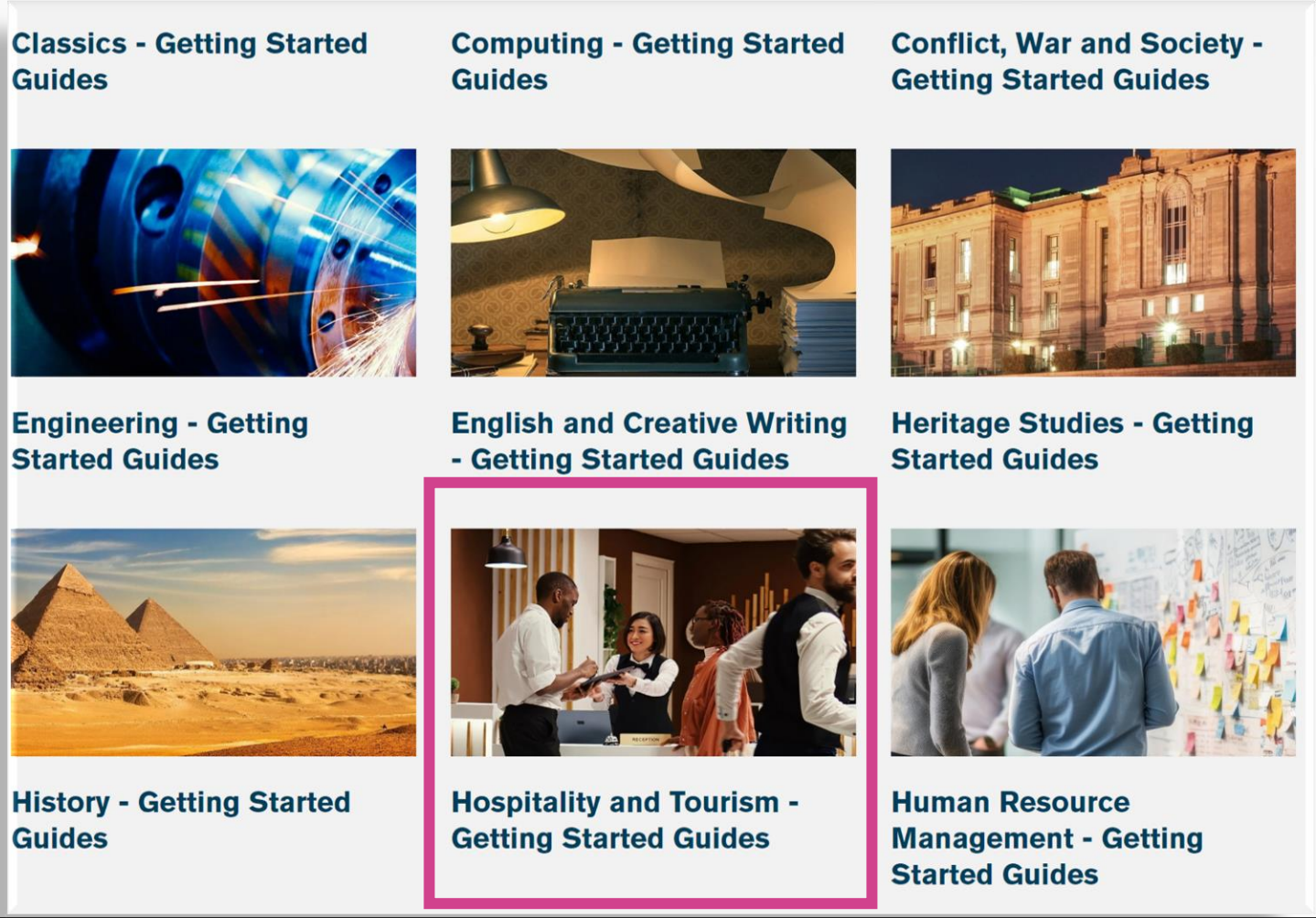
Getting started guides…

Choose from the A-Z list of subjects.

- Hospitality & Tourism

Explore to find out more about:

- Online resource lists.
- Academic and Infoskills.
- Library resources.



SIgn up to Online Infoskills

Our **Online Infoskills Programme** is designed to create opportunities for you to:

- Develop your transferable academic and information skills.
- Improve both your academic success and employability.

Scan the code (using your camera on your phone) to find out more about:

•Why information literacy is important.

•How to access the relevant units.

Online Link

Infoskills

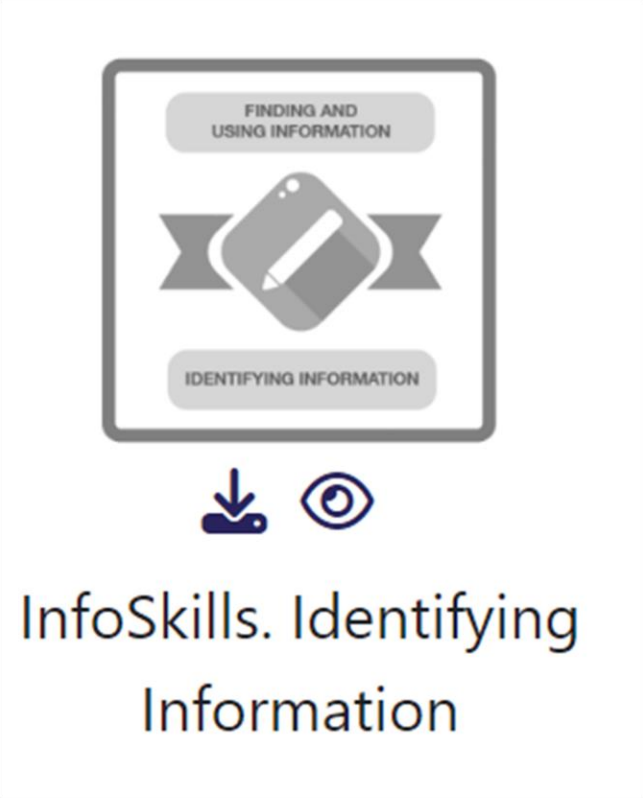
During induction week, you may have completed the 3 sections in the following unit:

Finding and Using Information:

- Unit 1: Identifying information.

These should have given you a good basic understanding of what types of information you may find during your research, how academic information is produced and also introduced you to online reading lists. **We strongly advise all students complete these units if they have not yet.**

If you fully complete all sections, in any individual unit, you will earn a **silver digital badge.**



“

Information is everywhere.

Choosing the *right information* is an essential academic skill!

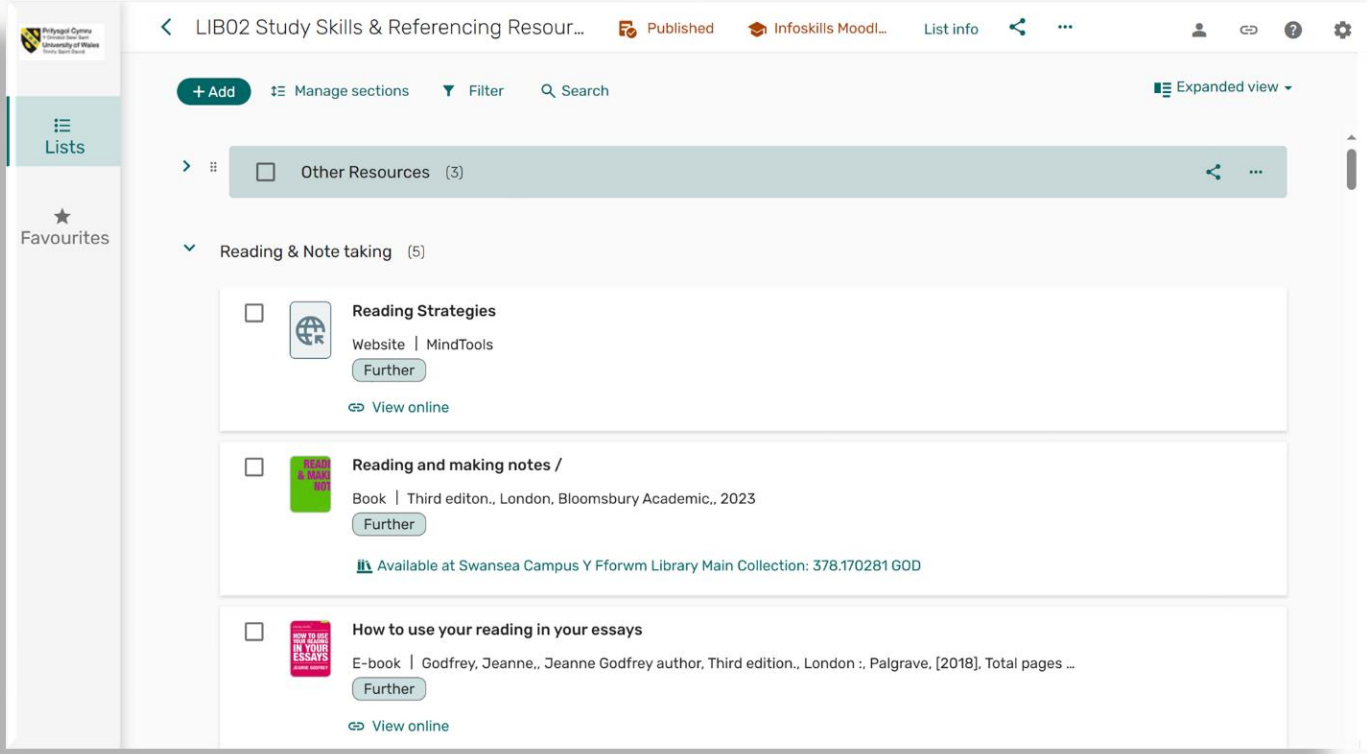
Start with your Online Resource List…

Reading recommended by lecturers:

- Easy to use, direct links to live content or loan information.

Create your own list of Favourites:

- Organise your information and keep details for reference lists.



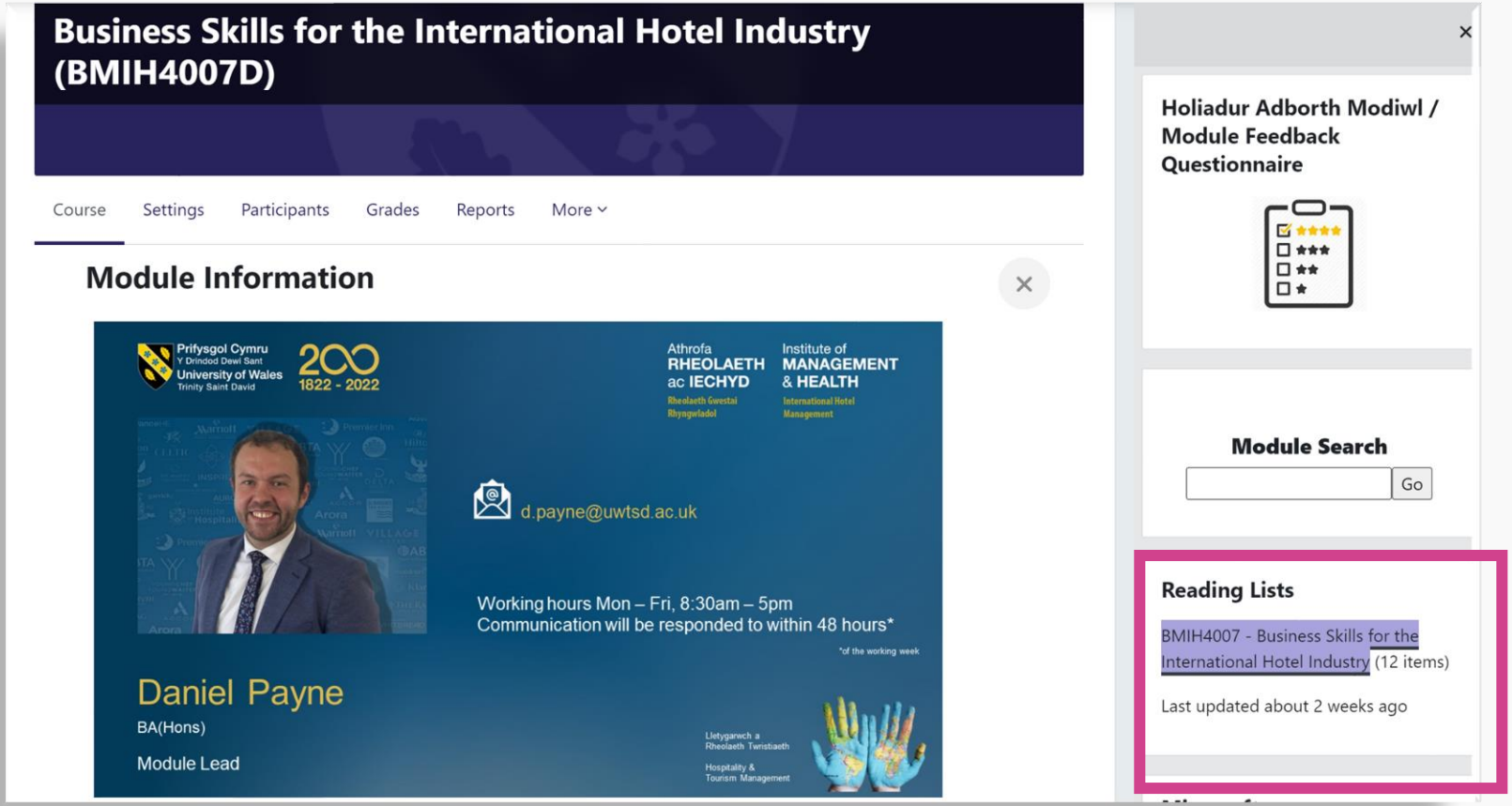
Online resource lists are a starting point – do not limit yourself!

Where to find your online resource list…

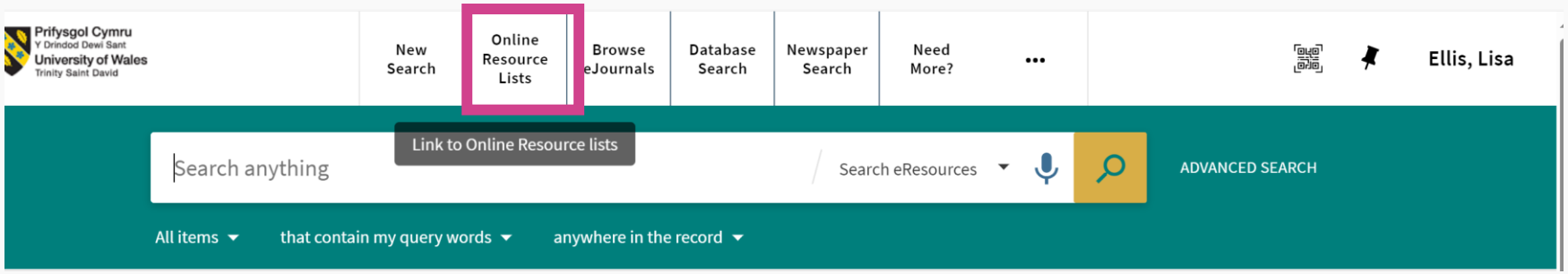
Online resource lists are lists of print and electronic items recommended by lecturers and made accessible by the library.

Find them in **Moodle..**

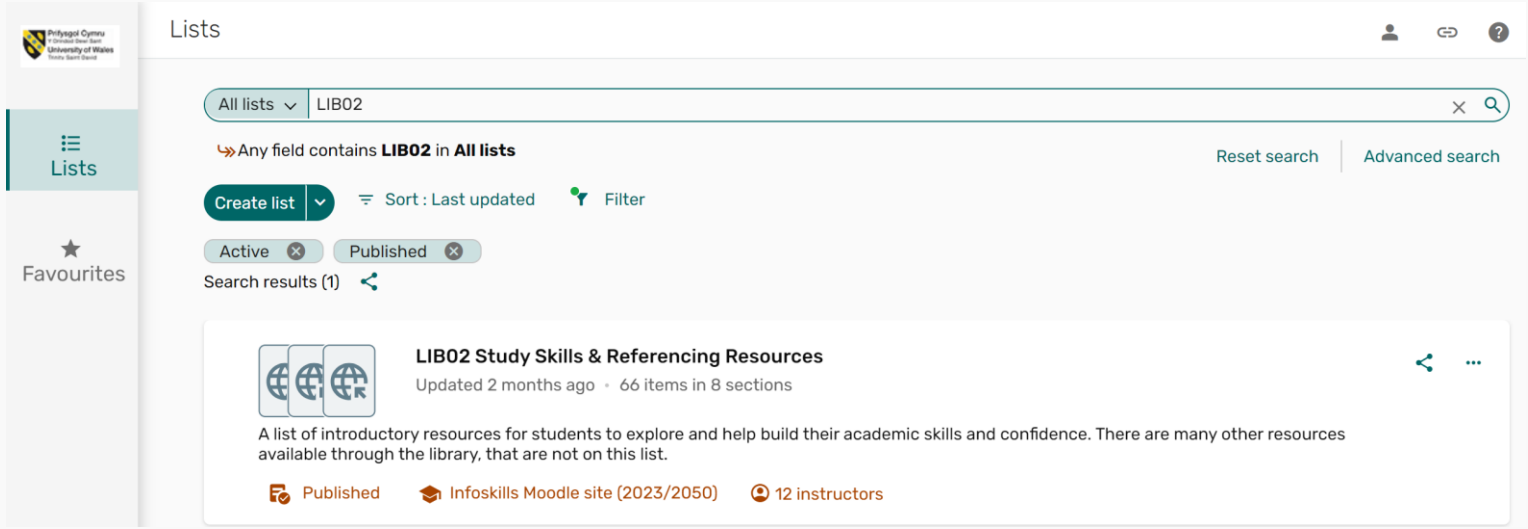
Moodle



Or via the **Library catalogue…**



Just click and search for your module code…



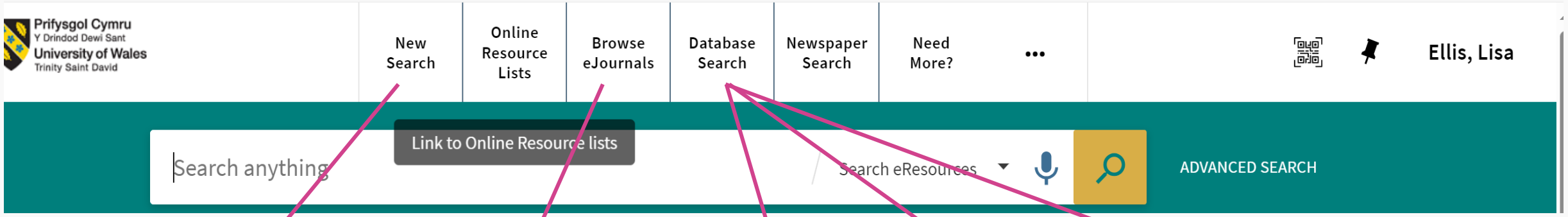
Library Catalogue

Library resources

Physical items (books, journals, etc).

Electronic items (books, journals, videos, articles, databases, etc).

Resources at UWTSD include..



Books & Ebooks

Peer reviewed Journals

Legal information

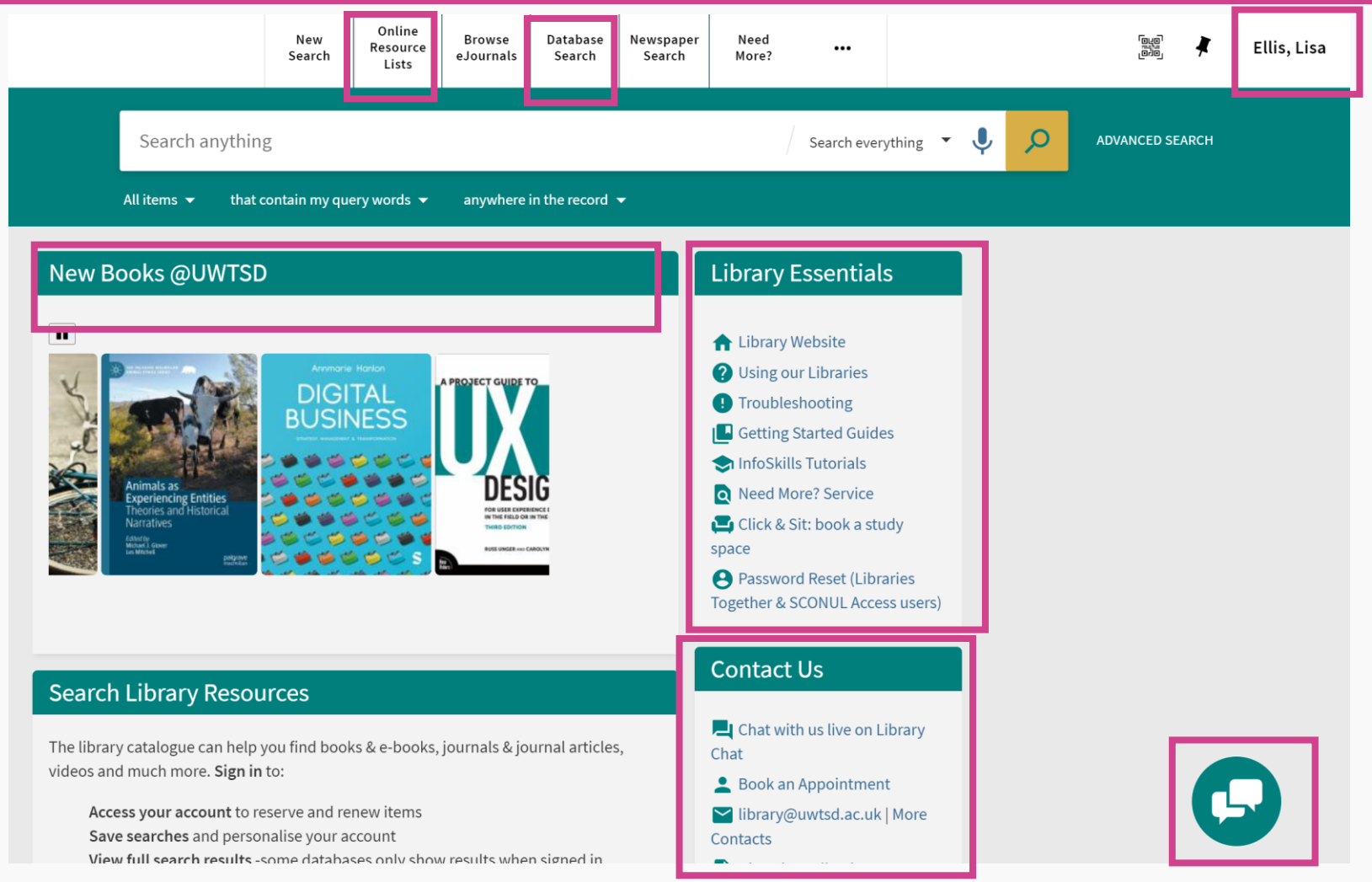
Audio, TV, & Video

Research & Statistical data

Library Catalogue

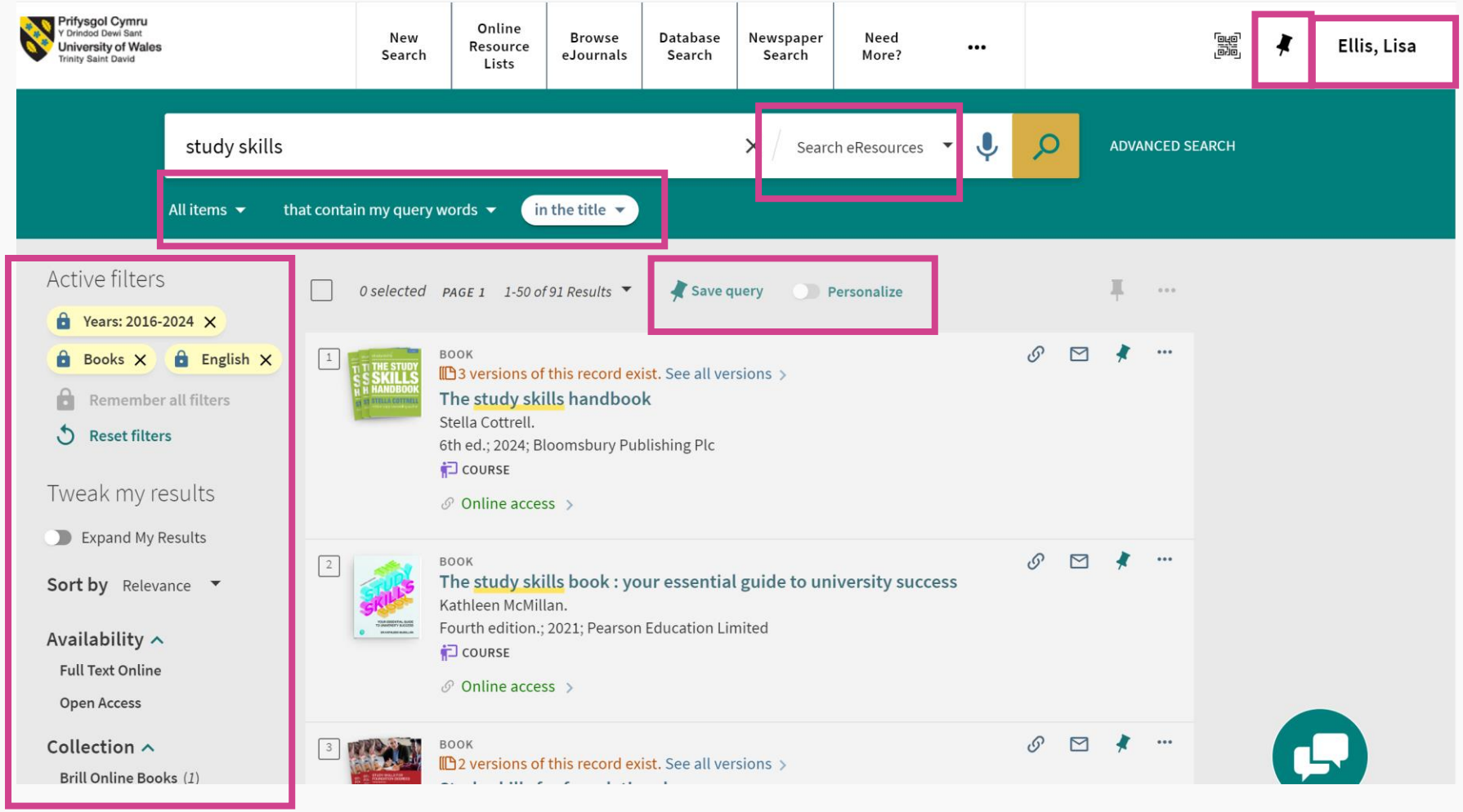
Library Catalogue – Your Library Account.

- Sign in with your university username and password.
- Browse latest additions to the library.
- Links to Online Resource List; Databases search and more…
- Links to library essential services and ways of contact us.



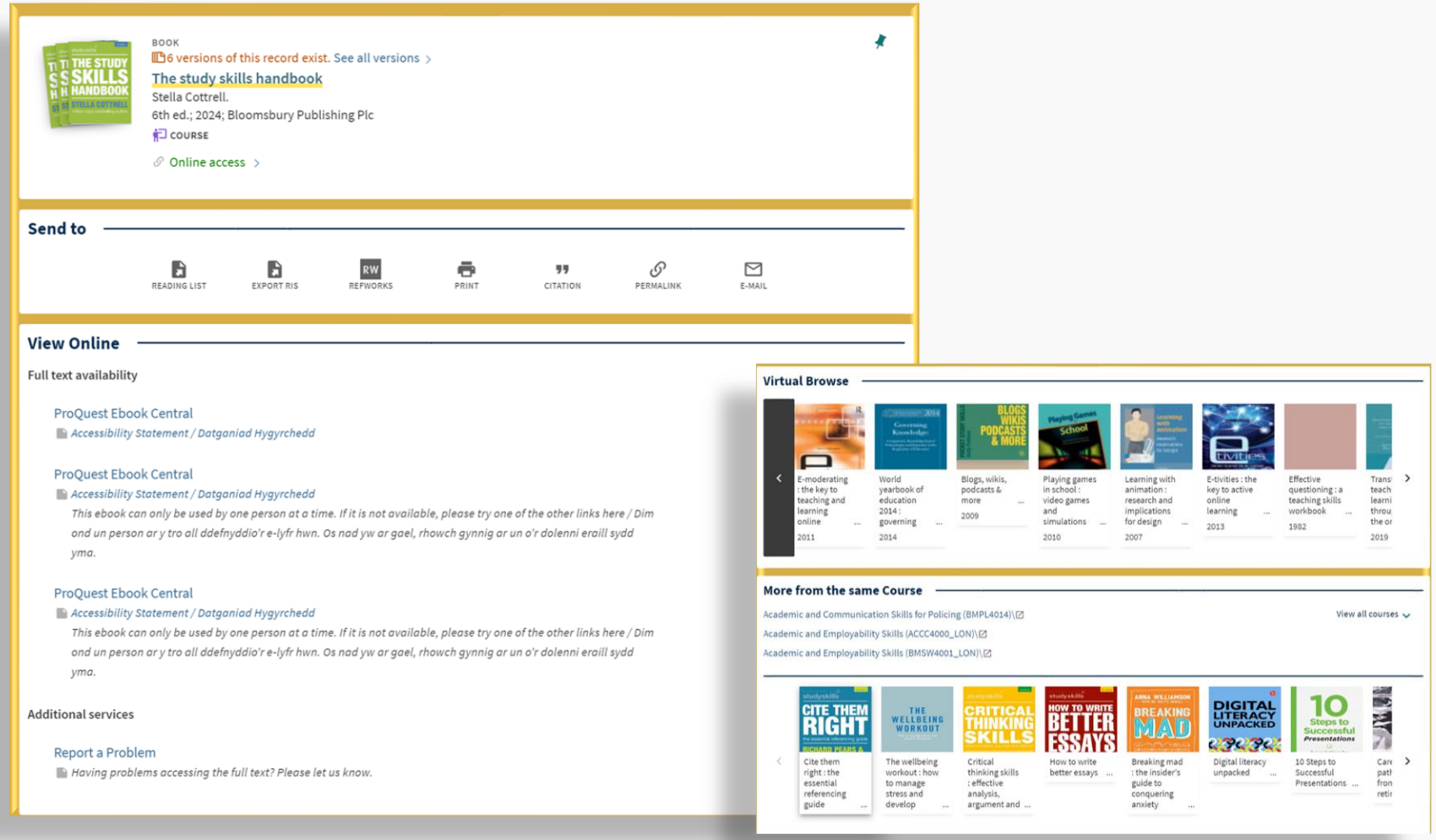
Search and save resources

- **Sign in.**
- **Explore** drop down menus.
- **Use** filters on left to narrow down results.
- **Save** queries and items to (pinned) favourites.
- **Set** alerts.



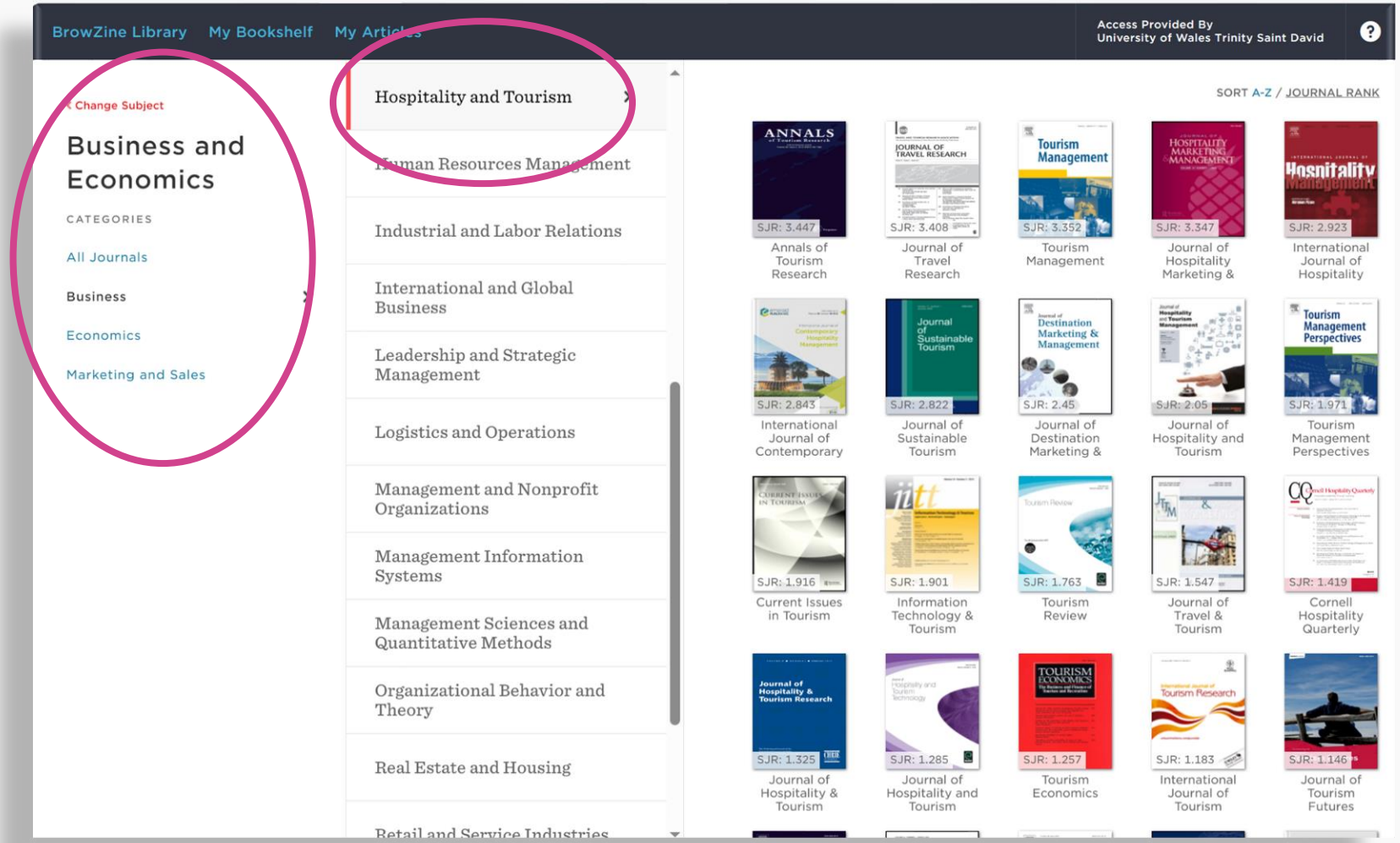
Item Record

- Where the book is held if it’s in print.
- Link to ebook or journal article if it’s electronic.
- How to request it if it’s on loan.
- Related reading.
- Option to search just within one journal.
- Virtual browse of other similar books.
- Books on the same Online Resource list.
- Option to save in your personal reading list.



Journals - Browzine

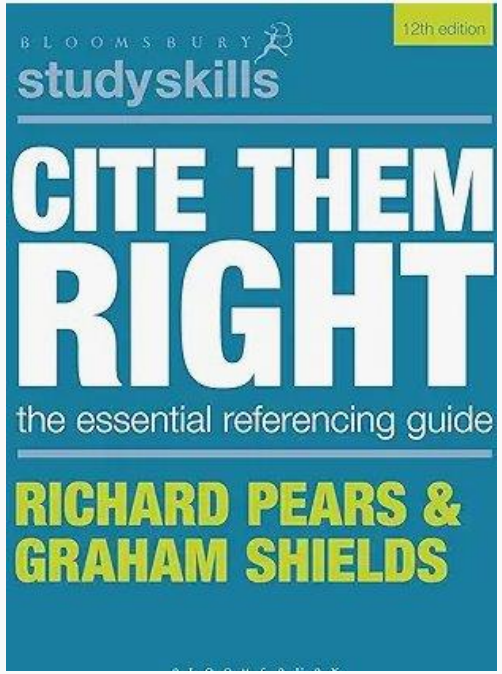
Explore subscribed journals and create an account to add to add to your bookshelf.



Useful Databases

- Hospitality & Tourism Complete
- Business Source Complete
- Henry Stewart Talks (Business videos and lectures)
- MarketLine
- Box of Broadcasts - BoB
- Abi/ Inform ProQuest
- LinkedIn Learning

Cite Them Right - Referencing



Evaluating Information

Consider the source and quality of the information you are using.

Apply critical thinking and reasoning using the CRAAP test or SIFT.

Currency

Relevance

Authority

Accuracy

Purpose

Stop

Investigate

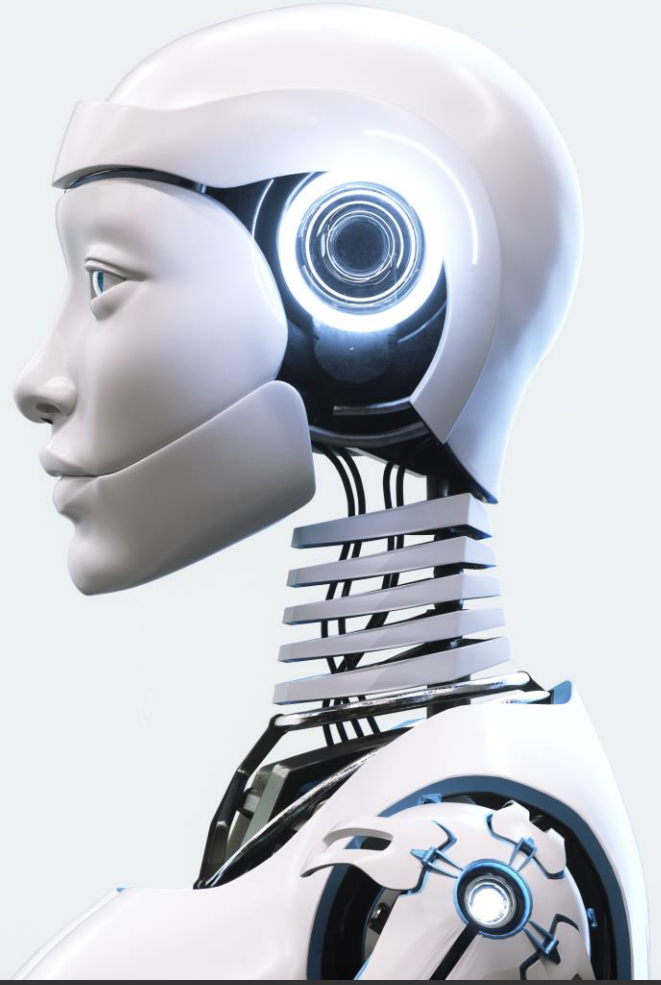
Find better coverage

Trace back to original context.

Mike Caulfield

What about Artificial Intelligence (AI)?

Always check your assignment brief and with your tutor to confirm if use of AI is permitted!



If permitted, demonstrate good academic practice by...

- **Using AI tools effectively, critically, ethically** and within permitted guidelines.
- **Being aware of limitations**, e.g. accountability, inaccuracy, bias, unintentional plagiarism, over reliance.
- **Evaluating** all generated text critically.
- **Acknowledging** all AI content – e.g. Cite them Right.
- **Completing** the AI sections in infoskills.

Re-visit and explore further…

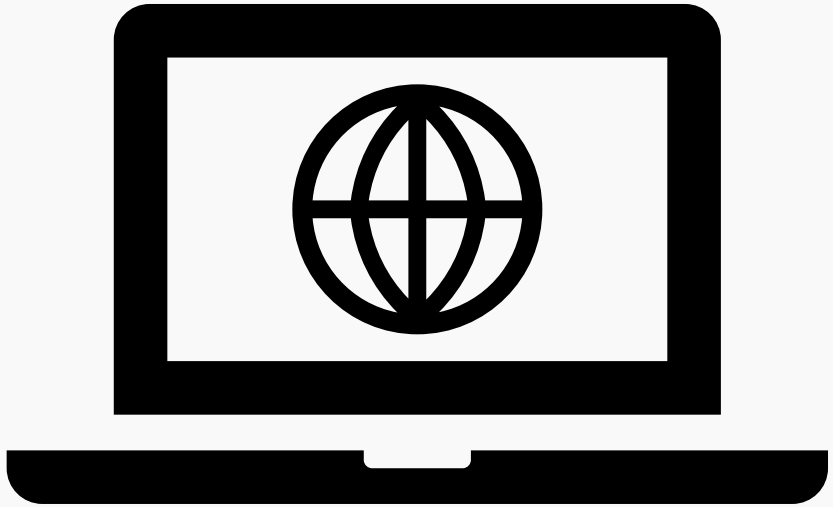
We have created comprehensive infoskills units on finding information and evaluating information to help you with your studies:

Finding and Using Information

- Unit 2 Searching for information.
- Unit 3: Advanced Searching (**sections 4 & 5 on AI).**
- Unit 4: Evaluating Information.

Useful Resources

- Library online infoskills
- TurnitIn: evaluating sources playlist
- Library study skills resource list

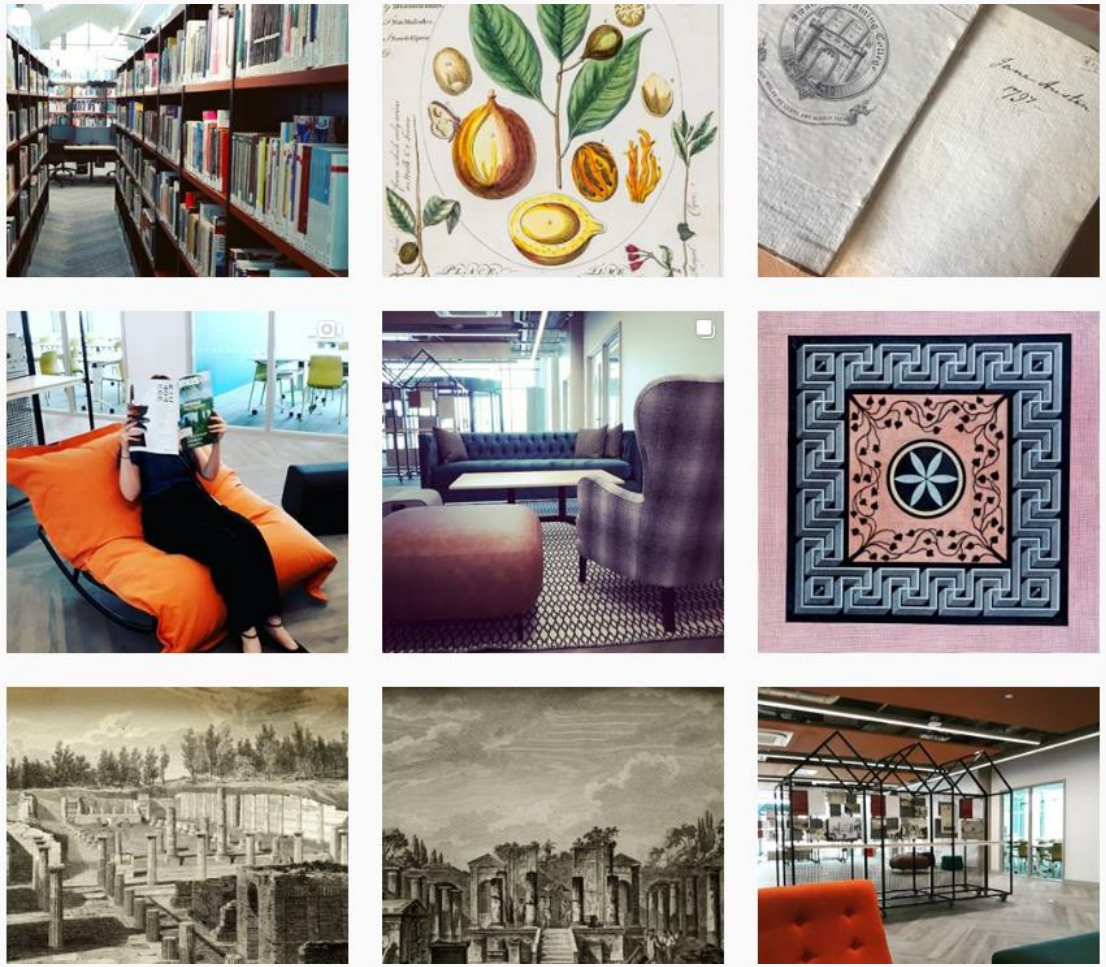


Find us on social media!

We are on **Facebook**, **X** and **Instagram**!

@UWTSDlib

- Follow us to find out what's new!
- Share what you're reading!



Contact

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Source: Pixabay: image by Geralt

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Feedback

If you have 2 minutes, please complete the feedback form.