

”



Skills on how to use Electronic Information Resources

Main Library



Table of contents



01 Definition of Electronic Resources

02 Advantages of Electronic Resources

03 SQU Libraries Website

04 Search Techniques

05 Tips when you make a search strategy

06 Open Access Resources

07 Practical application on how use Electronic Resources



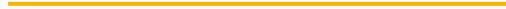
Definition of Electronic Resources:

All traditional and non-traditional resources such as books, periodicals, encyclopedias, dictionaries, thesis and other **which stored, organized and displayed in electronic formats.**

Advantages of Electronic Resources:

- ❑ Academy
- ❑ Not available at internet
- ❑ reviewed by specialists and academics
- ❑ Current
- ❑ accuracy
- ❑ save space and time
- ❑ The ability to store large amounts of information.
- ❑ Multiple retrieval options
- ❑ Easy and efficient retrieval process
- ❑ Can be accessed by many at the same time 24/7

Library services



**Computers and
Wireless Network**

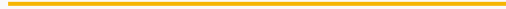


Reservation of study rooms



Ask librarian

Library services



Interlibrary Loan



Print, copy and scan



Recommend a Book

Library services



Events & Workshops



My Account



Off Campus Access

Library services



Visitors Services

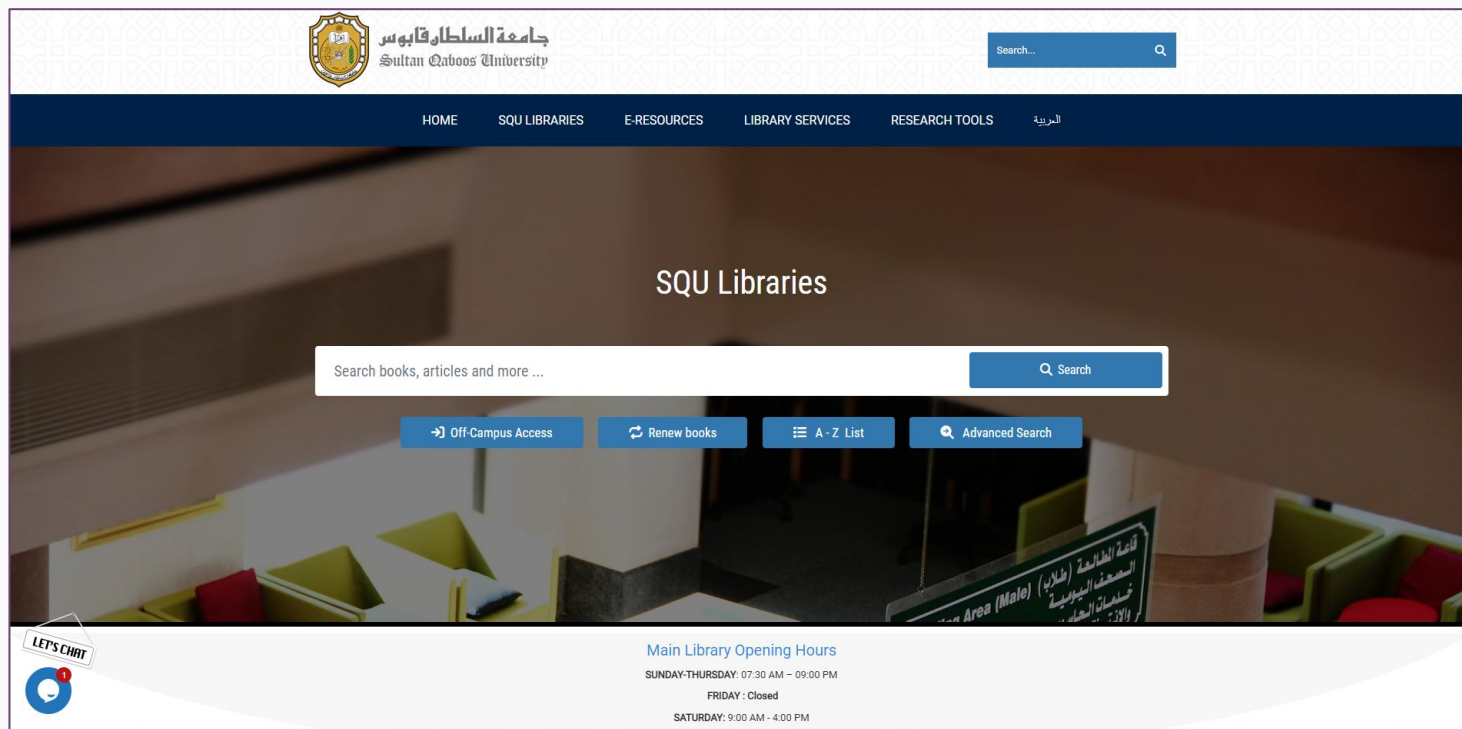


Library Publications



Interactive Chat

SQU Libraries Website





جامعة السلطان قابوس
Sultan Qaboos University

Search...



HOME

SQU LIBRARIES

E-RESOURCES

LIBRARY SERVICES

RESEARCH TOOLS

العربية

SQU Libraries

Search for all our Resources in SQU libraries

Search books, articles and more ...

Search

Off-Campus Access

Renew books

A - Z List

Advanced Search

Log in to your profile

Browse by Title or Subject

Use advanced search strategies

SUNDAY-THURSDAY: 07:30 AM - 09:00 PM

FRIDAY : Closed

SATURDAY: 9:00 AM - 4:00 PM

SQU Libraries

Search books, articles and more ...

🔍 Search

➔ Off-Campus Access

**Access Electronic
Resources while
off-campus**

🔄 Renew books

☰ A - Z List

🔍 Advanced Search

The screenshot illustrates the login process for SQU Patron Access. It is divided into three main sections:

- Step 1:** A horizontal menu at the top with five icons and their corresponding Arabic labels: "قيم خدماتنا" (Rate our services), "خدمات الزوار" (Visitor services), "مصادر الوصول الحر" (Open access sources), "اسأل أمين المكتبة" (Ask the library administrator), and "الدخول من خارج الحرم الجامعي" (Access from outside the campus). The fifth option is highlighted with a yellow circle containing the number 1.
- Step 2:** A form titled "Select a service to sign into." with a checkbox for "Remember my selection". Below the form, a blue button labeled "SQU PATRON ACCESS" is highlighted with a yellow circle containing the number 2.
- Step 3:** A login page for "جامعة السلطان قابوس" (Sultan Qaboos University). It features the university's logo and name in Arabic and English. Below this, it says "Sign in with your organizational account". There are two input fields: "someone@example.com" for the email and "Password" for the password. A blue "Sign in" button is at the bottom. A yellow circle containing the number 3 is placed to the left of the login fields.

Off-Campus Access

A service that enables SQU members to access the electronic library and access all electronic resources off-Campus. It is available 24/7 and anywhere. To login off-campus please:

1. Go to off Campus Access page
2. Select SQU PATRON ACCESS
3. Enter your SQU email & Pass.

Note: If the browser is closed, a restart is required & previous steps.

Search books, articles and more ...

Search

Off-Campus Access

Renew books

A - Z List

Advanced Search

Main Library Opening Hours

SUNDAY-THURSDAY: 07:30 AM - 09:00 PM

FRIDAY : Closed

SATURDAY: 9:00 AM - 4:00 PM

[Other Libraries](#)



Off Campus Access



Ask a Librarian



Open Access Resources



Visitor Services



Rate Our Services



Or live chat

Contact
with
library
Staff for
Inquiries

Library Services



Search books, articles and more ...

Search

Off-Campus Access

Renew books

A - Z List

Advanced Search

Main Library Opening Hours

SUNDAY-THURSDAY: 07:30 AM - 09:00 PM

FRIDAY : Closed

SATURDAY: 9:00 AM - 4:00 PM

[Other Libraries](#)



Off Campus Access



Ask a Librarian



Open Access Resources



Visitor Services



Rate Our Services

Open Access Resources

List of Electronic Resources types

Featured E-Resources



Search Techniques in Electronic Resources



Before starting your search

You must answer the following questions:



What information am I looking for?

- What subject do I want to research?
- What information do I need?
- Where can I expect the information will be located?
- What do I know about the subject?
- What do I want to know?

What kind of resources are suitable for my research topic?

- Text, Image, Video, Audio
- Printed information resources
- Electronic information sources
- The type of the information source:

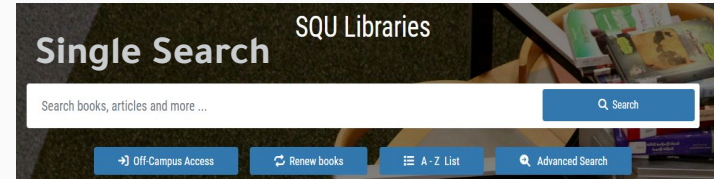
(periodical, book, university thesis, conference proceedings, reports, website...)



What search engines will I use?

Is it?

- general
- or specialized



Search Techniques



What are the Boolean techniques, and how do I use them in a good search strategy?

Many databases do not accept our daily language, so researchers must use **key terms** for their search and correlate them using Boolean tools (AND, OR, NOT) and other search techniques.

Boolean techniques

- **AND**

Use AND in a search to:

- narrow your results
- tell the database that ALL search terms must be present in the resulting records

example: Learning **AND** Oman

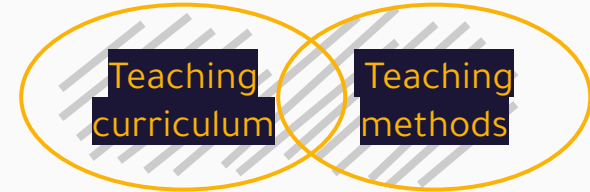


- **OR**

Use OR in a search to:

- connect two or more similar concepts (synonyms)
- broaden your results, telling the database that ANY of your search terms can be present in the resulting records

example: college **OR** University

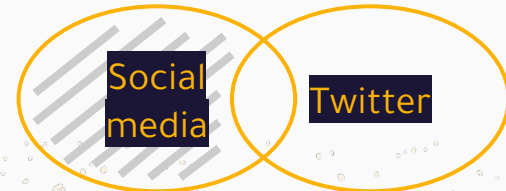


- **NOT**

Use NOT in a search to:

- exclude words from your search
- narrow your search, telling the database to ignore concepts that may be implied by your search terms

example: Social media **NOT** Twitter



Use more than one search tool

- Using more than one search sign such as (**AND, OR, NOT**) and its equivalent in Arabic (**و، أو، ليس**), as well as parentheses.

Example:

(Psychology **NOT** Educational Psychology) **AND** Oman

إدارة و (أزمات تربوية أو أزمات تعليمية)

Truncation, also called stemming, is a technique that broadens your search to include various word endings and spellings.

- To use truncation, enter the root of a word and put the truncation symbol at the end.
- The database will return results that include any ending of that root word.



Example: **Employ*** will retrieve:

- Employee
- Employees
- Employment
- Employer
- Employing

Wildcards: (Exclamation mark ! & Question mark ?)

Similar to truncation, **wildcards** substitute a symbol for one letter of a word.

This is useful if a word is spelled in different ways, but still has the same meaning.

Examples: wom!n = woman, women

Organi?ation = Organization, Organisation

NOTE: Truncation/wildcard symbols may vary by database; common symbols include: *, !, ?, or #

Quotation marks " "

Adjust the search terms and arrange them as a sentence

Examples: "Higher Education"

"Social Media"



Identified Search

- Date

Narrow your search to a specific time period.

2018 - 2021

- Language

Narrow your search to a specific language.

language select English

- Content Type

Narrow your search according to a specific form of content (book, article, dissertation,...).

journals only

- Search field

Adjusting the location of keywords in a specific field, such as (author, title, year of publication, abstract, ...).

Title: social media

Open Access Resources

The research production is available online free and open source without any financial, legal or technical restrictions.



Examples of Open Access Resources Engines



Shuaa

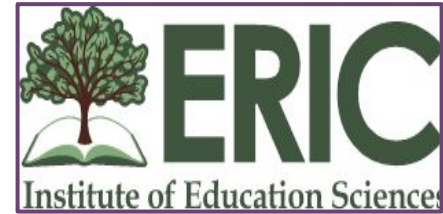
A digital Repository for the scientific research in the Sultanate, provide value-added services to the research community by providing more than 5000 dissertation and thesis, hundreds of scientific articles, reports and statistics free of charge.





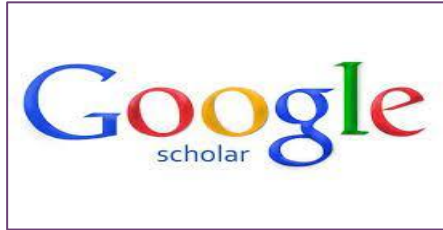
ERIC

ERIC is a comprehensive, easy-to-use, searchable, Internet-based bibliographic and full-text database of education research and information.



Google scholar

Google Scholar is used to exclusively obtain scholarly studies and articles from peer-reviewed journals.





Practical application on the use of Electronic Information Resources



**Thank you
for
listening**