ACTIVITY

Developing Reference Skills

Ravindra B. Tasildar

Focus: Reference Skills **Level**: Postgraduate

Activity Type: Individual Estimated Time: 50 minutes

Objectives

To develop reference skills by

- a) Acquainting students to different types of reference sources like dictionaries, research papers and Electronic Theses and Dissertations (ETDs).
- b) Using keywords and Boolean operators for searching books and research articles.
- c) Browsing to know the meaning of different reference sources.

Materials: Mobile handsets with internet connection, Four Activity Sheets

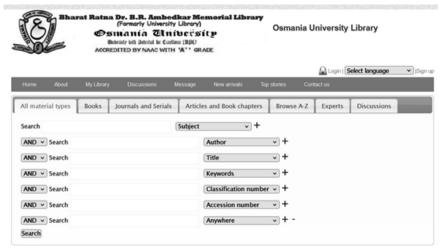
Steps

- 1. The teacher talks about the importance of reference sources and introduces them to different types of print and non-print reference sources by comparing them for specific features.
- 2. Lead Activity (10 minutes): The teacher provides Activity Sheet 1 and asks students to search for the meaning of the word 'Dictionary' and enter the details in the activity sheet. An example is given in the sheet showing how to fill in the sheet. Students can search for as many dictionaries as they choose and enter details.
- 3. Main Activity: Browse for Books—The teacher demonstrates search

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using keywords and Boolean operators, the university or college library's Web Online Public Access Catalogue (Web-OPAC). (See Screenshot below). Students are given a list of topics and asked to search for books and fill in Activity Sheet 2 within 15 minutes.

Screenshot: College Website and Use of Boolean Operator 'AND'



- 4. Browse for Research Papers—Students browse N-List or DELNET for research papers on a topic and enter the details in Activity Sheet 3 within 15 minutes.
- 5. Follow-up Activity: Students search for the meaning of a set of words and fill in Activity Sheet 4 within 10 minutes.
- 6. The teacher then can assigns homework to deepen reference skills.

Activity Sheet 1

Instruction to Students: Browse the internet for the meaning of the word 'dictionary' and fill in the activity sheet. You can refer to as many dictionaries as you want. An example is worked out for you. You have **10 minutes** to complete this activity.

Sr. No	Name of the Dictionary	Meaning of the Word 'Dictionary'	Full Address of the Website
1	Oxford Learner's Dictionary	A book or electronic resource that gives a list of the words of a language in alphabetical order and explains what they mean or gives a word for them	https://www. oxfordlearnersdictionaries. com/definition/english/ dictionary
2			
3			

Activity Sheet 2

Instruction to Students: Use the web-OPAC of the university/college library, find at least five books on each topic, and enter the details in the sheet below within **15 minutes**.

- 1. Study Skills
- 2. English for Academic Purposes
- 3. Lexicography

Sr. No.	Author (s)	Title of the Book	Classification Number	Accession Number	(Un) Availability of the Book
1					
2					
3					

Activity Sheet 3

Instruction to Students: Browse the internet and make a list of research papers on the topic 'Digital Humanities' and complete the table below within **15 minutes**. You may use the **N-List** or **DELNET** account of your institution.

Sr	Author	Title of the	Name of	1			Address
No.	(s)	Article	the Journal	and	Numbers	- Open	of the
				Issue		/ paid	Website
				Number			
1							
2							
3							

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Activity Sheet 4

Instruction to Students: Browse the internet, find the meanings of the following words and complete the following table within 10 minutes.

Sr. No.	Words	Meanings of the Words	Name of the Online Resource	Address of the Website Visited
1	a) contents			
	b) index			
2	a) bibliography			
	b) references			
3	a) thesis			
	b) dissertation			

Homework: Search for PhD theses on (i) forensic linguistics' and (ii) 'language attrition'

Instructions:

- Visit (i) shodhganga https://shodhganga.inflibnet.ac.in:8443/ jspui/
 - (ii) Edinburgh Research Archive https://era.ed.ac.uk/ handle/1842/1256
- Prepare a table with the researcher's name, research supervisor, thesis title, university and year and enter the details of the theses.

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