



Staff and students who are interested in enhancing their search skills are welcome to join the Library Workshops.

After you have attended 3 Library Workshops within this academic year, your participation will be recorded in the **Co-curricular Achievement Transcript (CAT)** issued by the Centre STARS. You can also apply for a **Certificate** issued by the Library via the Library Workshops page. Please visit our webpage for details and registration. Registration is on a first-come-first-served basis.

Should you have any questions about the workshops, please feel free to contact 2766-6863 or email [lbviews@polyu.edu.hk](mailto:lbviews@polyu.edu.hk) for assistance.



<https://www.lib.polyu.edu.hk/workshops/>

**Theme 1: Essential skills for academic success**

**Theme 2: Staying focused: tapping on specialized information tools**

**Theme 3: Reference management tools**

**Theme 4: Research analysis: Tools to support authors and scholarly publishing**

## October 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2 LSE-01	3 LS051	4 LS056 LST-06	5 LS066 LS065	6
7	8 LS043	9 LS068	10 LS061 LS039N	11	12	13
14	15	16 LS042 LS056N	17	18	19 LS057N	20
21	22 LS072	23 LS054 LS011N	24	25	26	27 LS056S
28 LS033	29	30	31			

Code	Theme	Topic	Date	Time	Description
LSE-01	2	E-discovery - Factiva	2 (Tue)	1:00 pm - 1:30 pm	Introduce key features of Factiva to retrieve global news as well as snapshots of company and industry data from premium sources.
LS051	1	OneSearch - One Stop Search for Library Resources	3 (Wed)	10:30 am - 12:00 pm	Learn how to effectively use OneSearch for information needs.
LS056	3	Using EndNote (Part 1 : Essential Features)	4 (Thu)	2:30 pm - 4:00 pm	An interactive session to introduce basic features of EndNote - from downloading the software, adding references, organizing and managing references, to creating bibliographies in different citation styles.
LST-06	2	Discover Useful Health Science and Nursing Resources Using the Ovid Online Platform	4 (Thu)	4:00 pm - 5:00 pm	The Ovid software offers access to a broad range of journals and books including AMED, HAPI, ICONDA and MEDLINE. Join our workshop to discover full text, journal references and learn about creating automatic alerts in both journals and databases.
LS066	1	Library Resources for CAR Subjects - CAR A & B	5 (Fri)	1:30 pm - 2:30 pm	Acquire the essential information skills to locate reference materials for languages, cultural and social aspects of society, as well as humanities.
LS065	3	EndNote for Mac Users	5 (Fri)	2:30 pm - 4:00 pm	Introduction to essential features of EndNote X8 for Mac users.
LS043	1	Accessing E-Book & E-journal Collections of the PolyU Library	8 (Mon)	2:30 pm - 3:30 pm	Demonstrate how to search and retrieve e-books and e-journals, as well as hands-on exercises.
LS068	1	Library Resources for CAR Subjects - CAR C & D	9 (Tue)	12:30 pm - 1:30 pm	Acquire the essential skills to locate reference materials for the Chinese language, history and culture, art and design, etc.
LS061	2	Searching Specialized Databases in Biology and Chemistry	10 (Wed)	2:30 pm - 3:30 pm	Participants will get a chance to use a few specialized databases to find different types of resources especially for Biology and Chemistry research.
LS039N	1	Citing References and Avoiding Plagiarism	10 (Wed)	6:30 pm - 7:30 pm	Join us to identify causes of plagiarism, learn concepts of citation and format various citation styles.
LS042	2	Mastering Techniques in Searching Business & Financial Databases	16 (Tue)	10:30 am - 12:00 pm	Demonstrate how to locate key business information such as country economic reports, industry and market outlook, analyst reports, company profiles as well as journal articles.
LS056N	3	Using EndNote (Part 1 : Essential Features)	16 (Tue)	6:30 pm - 8:00 pm	An interactive session to introduce basic features of EndNote - from downloading the software, adding references, organizing and managing references, to creating bibliographies in different citation styles.
LS057N	3	Using EndNote (Part 2 : Advanced Features)	19 (Fri)	6:30 pm - 8:00 pm	Explore additional features available in EndNote such as managing PDF files, working with groups, finding and editing output styles, and synchronizing EndNote web with desktop library.
LS072	1	Library Research for Freshmen	22 (Mon)	1:30 pm - 2:30 pm	Introduce first-year undergraduates to make use of the resources offered by the Library for research purposes.
LS054	3	Exploring Features of Mendeley	23 (Tue)	2:30 pm - 3:30 pm	Learn the basic features of Mendeley to compile a list of references. Comparison with a number of reference management tools will also be highlighted.
LS011N	4	Citation Databases - Web of Science and Scopus	23 (Tue)	6:30 pm - 8:00 pm	Learn to use Web of Science and Scopus to locate seminal works in different ways. Author's h-index will also be highlighted.
LS056S	3	Using EndNote (Part 1 : Essential Features)	27 (Sat)	2:30 pm - 4:00 pm	An interactive session to introduce basic features of EndNote - from downloading the software, adding references, organizing and managing references, to creating bibliographies in different citation styles.
LS033	1	Online Tools for Assignment Writing	29 (Mon)	2:30 pm - 4:00 pm	Feature some online reference tools that can help assignment writing. Databases like Credo Reference, Britannica ImageQuest and Visual Thesaurus will be covered.

For details and the most updated information on Library Workshops, please visit the Library Homepage.

## November 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 LS034 LS036N	2 LS072	3
4	5	6 LS056	7 LS053	8	9 LS057N	10
11	12	13 LS036N	14 LS062 LS033N	15	16	17 LS056S
18	19	20 LS073	21	22 LS056N	23 LS011	24
25	26 LSE-02	27 LS065N	28	29 LS057	30	

Code	Theme	Topic	Date	Time	Description
LS034	4	Using Journal Analyzing Tool to Evaluate Journals	1 (Thu)	2:30 pm - 4:00 pm	An introduction to different tools and metrics to evaluate and rank journals, such as Impact Factor from Journal Citation Reports and CiteScore from Scopus Journal Metrics.
LS036N	1	Library Resources and Services for Postgraduate Students	1 (Thu)	6:30 pm - 8:00 pm	Introduce postgraduates to make use of the abundant services and resources offered by the Library.
LS072	1	Library Research for Freshmen	2 (Fri)	2:30 pm - 3:30 pm	Introduction to making use of the many resources offered by the Library specifically for first-year undergraduates.
LS056	3	Using EndNote (Part 1 : Essential Features)	6 (Tue)	2:30 pm - 4:00 pm	An interactive session to introduce basic features of EndNote - from downloading the software, adding references, organizing and managing references, to creating bibliographies in different citation styles.
LS053	2	Resources for China Studies	7 (Wed)	2:30 pm - 4:00 pm	Guide participants to determine when, why and how Google Scholar should or should not be used in their research process. Demonstrate different ways to locate information and statistics on China from the Library's collections.
LS057N	3	Using EndNote (Part 2 : Advanced Features)	9 (Fri)	6:30 pm - 8:00 pm	Explore additional features available in EndNote such as managing PDF files, working with groups, finding and editing output styles, and synchronizing EndNote web with desktop library.
LS036N	1	Library Resources and Services for Postgraduate Students	13 (Tue)	6:30 pm - 8:00 pm	Introduce postgraduates to make use of the abundant services and resources offered by the Library.
LS062	4	Using SciVal to Identify Research Potentials	14 (Wed)	2:30 pm - 4:00 pm	Participants will learn to use the tools in SciVal to identify and analyze existing and potential research collaboration opportunities and analyze emerging areas of research.
LS033N	1	Online Tools for Assignment Writing	14 (Wed)	6:30 pm - 8:00 pm	Feature some online reference tools that can help assignment writing. Databases like Credo Reference, Britannica ImageQuest and Visual Thesaurus will be covered.
LS056S	3	Using EndNote (Part 1 : Essential Features)	17 (Sat)	2:30 pm - 4:00 pm	An interactive session to introduce basic features of EndNote - from downloading the software, adding references, organizing and managing references, to creating bibliographies in different citation styles.

LS073	2	Databases for Hospitality and Tourism Research	19 (Mon)	2:30 pm - 3:30 pm	Explore and try out databases specialized for hospitality and tourism research.
LS056N	3	Using EndNote (Part 1 : Essential Features)	22 (Thu)	6:30 pm - 8:00 pm	An interactive session to introduce basic features of EndNote - from downloading the software, adding references, organizing and managing references, to creating bibliographies in different citation styles.
LS011	4	Citation Databases - Web of Science and Scopus	23 (Fri)	2:30 pm - 4:00 pm	Learn to use Web of Science and Scopus to locate seminal works in different ways. Author's h-index will also be highlighted.
LSE-02	2	E-discovery - Finding Standards	26 (Mon)	2:30 pm - 3:15 pm	Workshop provides a quick guide on how to locate standards in IHS Engineering Workbench.
LS065N	3	EndNote for Mac Users	27 (Tue)	6:30 pm - 8:00 pm	Introduction to essential features of EndNote X8 for Mac users.
LS057	3	Using EndNote (Part 2 : Advanced Features)	29 (Thu)	2:30 pm - 4:00 pm	Explore additional features available in EndNote such as managing PDF files, working with groups, finding and editing output styles, and synchronizing EndNote web with desktop library.

## December 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
2	3 LS072	4 LS023	5 LS074	6 LS071N	7	8
9	10	11 LS045	12	13	14 LS055	15
16	17 LS070	18	19	20	21	22

Code	Theme	Topic	Date	Time	Description
LS072	1	Library Research for Freshmen	3 (Mon)	2:30 pm - 3:30 pm	Introduction to making use of the many resources offered by the Library specifically for first-year undergraduates.
LS023	2	Keeping Your Research Up-To-Date	4 (Tue)	2:30 pm - 3:30 pm	Introduce alert services that enable participants to stay up-to-date with current literature in their research area. OneSearch, Science Direct, and Web of Science will be covered.
LS074	4	Publishing 101 - Basics of Academic Journal Publishing	5 (Wed)	2:30 pm - 3:30 pm	An introduction to academic journal publishing process. Topics on open access, copyright and tips to increase research visibility will also be addressed.
LS071N	3	Using EndNote (Exclusively for Postgraduates)	6 (Thu)	6:30 pm - 8:30 pm	Introduction to essential features of EndNote X8 for PG students.
LS045	4	Using Essential Science Indicators to Analyse Research Performance	11 (Tue)	2:30 pm - 3:30 pm	Learn to use Essential Science Indicators to identify top researchers or institutions in specific disciplines, to discover emerging research areas, and to locate potential collaborators and peers.
LS055	4	Managing Author Profiles to Increase Your Research Visibility	14 (Fri)	2:30 pm - 3:30 pm	Introduction to author profiling tools such as Scopus Author ID, ORCID and ResearcherID (Web of Science) to manage and showcase their research outputs and publications.
LS070	3	Using EndNote (Exclusively for Staff)	17 (Mon)	2:30 pm - 4:00 pm	Introduction to essential features of EndNote X8 for staff.