

# Need help with Library Research?

Discover the ways  
librarians can help you

[www.lib.umd.edu/shadygrove](http://www.lib.umd.edu/shadygrove)

## CHAT

Chat with a Librarian is a live, real-time interactive reference service.

## E-mail

Ask a Librarian for help in conducting your research: [shadylib@umd.edu](mailto:shadylib@umd.edu)

## Phone

Call the Libraries' general information number **301-738-6020** to reach Shady Grove Library staff.

## In Person

For routine questions, ask for help at the Shady Grove Library Information Desk.

## By appointment

Schedule an in-depth consultation with the Reference Librarian when you need help locating hard-to-find information.

Call **301-738-6017**

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# Need tips on doing Library Research?

## START EARLY

Research always takes longer than you think. Give yourself plenty of time to take unexpected twists and turns in your research.

## STRATEGIZE

Begin your research by working from the *general* to the *specific*. First, find background information on your topic; second, use more specific and recent sources.

## ASK for HELP

Unsure of which resource to use? Ask a librarian for help; go to:  
[www.lib.umd.edu/shadygrove](http://www.lib.umd.edu/shadygrove)

## EVALUATE

Take the time to critically evaluate the reliability of the information you intend to use in your research. Just because information is published in a book, appears in an article, movie or on the Web does not mean it is true. Ask: *How reputable is the information and the author? Is the information subjective or objective?*

## COPY, PASTE & CITE ALL SOURCES

Cite all references used. To avoid inadvertently plagiarizing: Take clear, accurate notes about where you found ideas, paragraphs, phrases, etc. Write down the complete citation for each source used (e.g., books, articles, Web pages). Use "quotation marks" when using an author's exact words. Never guess about what to cite or not cite! When in doubt - get help!

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