FINDING BACKGROUND INFORMATION

Articles cover work-related topics, ranging from business and management to anthropology, sociology, social history, psychology, politics, economics, and health. Includes globalization and cross-national perspectives; inequality, stratification, and power; unpaid work; work, family, and personal life; work and identity; as well as occupations, professions, jobs, and careers.

http://www.bls.gov/ooh/
Describes hundreds of occupations, including what workers do on the job, work environment, training and education required, earnings, and expected job prospects.

Occupational and employment information, including overviews of the job market for the U.S. and all fifty states. Profiles nearly 900 specific occupations, including data on employment growth and wages; typical tasks and activities; and education, training, knowledge, skills, and abilities required.

Government agency created in 1920 to improve the status and working conditions of wage-earning women, increase their efficiency, and advance their opportunities for profitable employment.

Start at http://new.oberlin.edu/office/career-center, then choose “Ready: Prepare and Explore,” then “Researching Careers,” then “Vault.”
Includes career, industry, and company guides, as well as articles and advice on careers and job hunting. Subscription provided by the Oberlin College Career Center; registration is required.

Start at http://new.oberlin.edu/office/career-center, then choose “Ready: Prepare and Explore,” then “Researching Careers,” then “Spotlight on Careers.”
Profiles industries and careers of most interest to liberal arts students; students of member schools have access to the LACN Database, with internships and job postings from all 39 member schools.
Subscription provided by the Oberlin College Career Center; login credentials required.
Username: spotlightpass; Password: liberalarts2017

WHAT ABOUT WIKIPEDIA? “the free encyclopedia that anyone can edit”

Articles may help you refine ideas, and the notes and references may help you find additional sources, but keep in mind that the “crowd-sourced” nature of Wikipedia means that while the information may be immensely useful, it’s not necessarily scholarly, authoritative, or the type of source to include in a bibliography for an academic paper. Category pages are intended to help readers to find, and navigate around, a subject area, to see pages sorted by title, and to thus find article relationships. See these pages for relevant entries:
   Women in the workforce
   Category:Women by occupation
   Category:Gendered occupations
FINDING BOOKS AND OTHER LIBRARY MATERIALS

OBIS is the Oberlin College Library’s online catalog; it lists most library materials. Online borrowing is available through the OhioLINK Library Catalog, which combines the holdings of 120 libraries at Ohio colleges and universities, and through SearchOhio, which does the same for 28 Ohio public library systems. All three catalogs are searchable by Author or Title for a specific author or work, or by Subject Heading or Keyword for works about a topic, person, place, etc.

☞ Search tip: There are numerous subject headings for women in specific occupations (e.g., women legislators, women in mathematics, women rock musicians, women in the theater). For information on specific careers and occupations, try keyword searches, combining the phrase “vocational guidance” with a word that describes a field or occupation (e.g., music and vocational guidance).

Selected general subject headings related to women and work:

- Businesswomen
- Discrimination in employment
- Sex discrimination in employment
- Sex discrimination against women
- Wages -- Women

- Women employees
- Women executives
- Women owned business enterprises
- Women white collar workers
- Women -- Employment -- United States

☞ Exercise for searching OBIS for books
2. Select the CATALOG tab, change drop-down search option to Subject: sex discrimination in employment
3. Click on Limit/Sort Search; for Year of Publication, in the From box enter 2006, and click Search

USING DATABASES TO FIND ARTICLES IN SCHOLARLY JOURNALS

Connect from Databases tab on the Library home page search box, or use the Quick Links drop-down menu

☞ To determine if the library has a particular journal, Use “360 Link to Full Text” or “Find It!” where available in research databases, or search Journal Finder from Library home page or the Quick Links pull-down menu

- Multidisciplinary: Academic Search Complete
- Business, careers: Business Source Complete, Vocational and Career Collection (trade & industry publications)
- Economics: EconLIT
- Gender: Gender Studies Database
- History: America: History and Life
- Medicine, health: MEDLINE (EBSCO version recommended)
- Sociology: SocINDEX

☞ Exercise for searching Academic Search Complete for scholarly journal articles relevant to your topic
2. Choose the Databases tab; under the “by subject” drop-down search option, choose Any Subject/Multidisciplinary; find and select Academic Search Complete
3. In box 1 enter search terms for the first concept, each connected by “or”
4. In box 2 enter search terms for the second concept, each connected by “or,” and click Search
5. Refine results by choosing “Scholarly (Peer Reviewed) Journals”
6. In box 3 enter search terms for the third concept, each connected by “or,” and click Search
SUMMON – first (and default) tab on library home page search box

• searches across the spectrum of library content: books, scholarly articles, newspapers, data, audio, video, images, government documents, and more; searches many, but not all, library resources
• draws from OBIS, OhioLINK, many full text and article indexing databases, and digital repositories from colleges, universities, research centers, and other open-access archives
• Subject-specific databases are generally better for complex or comprehensive searches
• OBIS and OhioLINK are generally better for finding books
• if links don’t lead to full text, be persistent or ask for help; we probably do have access

Exercise for searching Summon for additional publications
1. From the library home page, make sure the Summon tab is selected
2. In the Search box, type: women lawyers
3. Under Refine Your Search, select Scholarly & Peer-Review
4. Add an additional concept to women lawyers: glass ceiling
5. Change publication date to the last 10 years: 2006-present

Finding Statistics

Employment and wage estimates for over 800 occupations. These are estimates of the number of people employed in certain occupations, and estimates of the wages paid to them. Estimates are available for the nation as a whole, for individual states, and for metropolitan and nonmetropolitan areas; national occupational estimates for specific industries are also available.

Publication reporting on labor issues; reports on research in a wide variety of fields—the labor force, the economy, employment, inflation, productivity, wages, prices, and more.

Highlights employment-related data collected in the Current Population Survey; check out the Most-Requested CPS Tables section for frequently-sought data.

ProQuest Statistical Abstract of the United States. Choose from Databases tab on library home page.
Includes frequently sought data on a wide range of topics, often in summary form. See especially Sec. 12, Labor Force, Employment, and Earnings.

Social Explorer. Choose from Databases tab on library home page.
Provides tools for exploration of demographic information from census and economic data.

Search tip: There are numerous other sources for statistical data. Ask for help at the Research Desk!

Citing Your Sources

Purdue Online Writing Lab (aka the OWL). Maintained by Perdue University.
https://owl.english.purdue.edu/owl/
See the Research and Citation section for examples of how to cite resources using APA, MLA, and Chicago citation styles.

Main Reference BF76.7 .P83 2010

Main Reference HM569 .A54 2010 (5th ed. 2014 on order)
HOW TO GET MATERIALS NOT AVAILABLE AT OBERLIN

OhioLINK/SearchOhio

- how it works: 115 Ohio library systems lend materials (primarily books) to each other
  - does not include delivery of journal articles – see section below on ILL
- to request: do-it-yourself online searching and requesting
- Barcode is the number on the back of your OCID (not your T-number)
- how long it takes: allow 3-4 business days
- loan period: 3 weeks + up to 6 three-week renewals if item has not been requested by someone else

Interlibrary Loan (ILL or ILLiad)

- use for: articles in journals not available at Oberlin, books not available from OhioLINK
- how it works: libraries lend materials to each other; journal articles are usually sent as scanned pdfs
- to request: select “ILLiad/Interlibrary Loan” from the Quick Links menu on the Library’s home page;
  set up an account; enter and track ILL requests online
- how long it takes: allow 1-2 weeks, though many articles arrive much more quickly
- loan period: journal articles are yours to keep; loan period for books varies

HOW TO GET RESEARCH HELP AT THE LIBRARY

Librarians are available to assist with your research projects:
- Help focus and define research topics
- Find information for papers and projects
- Locate books, journal articles, and other library materials
- Develop effective search strategies for online databases
- Identify useful web sites and internet resources
- Evaluate the quality of web sites and other information sources
- Track down facts and statistical data
- Learn how to use the library and its resources

Drop-in help at the Research Desk. Just stop by and tell us what you need
- Monday–Thursday: 10am–noon, 1–5pm, & 7pm–midnight
- Friday: 10am–noon & 1–5pm
- Weekend: Sat.: 2–4 pm, Sunday: 1–5pm & 7 pm–midnight

IM. Chat online with a member of Oberlin’s reference staff (ObieRef) – hours same as above

Phone. 440-775-5031 – hours same as above

Email. reference@oberlin.edu – any time

Research appointment. Sign up online from the library home page