Name:

Course:

Date:

Instructor:

**Topic 2 GCU Library Research Worksheet**

**Directions:** Type directly into this document. Be sure to address all questions within the document. When you have finished, save the document and submit it to the dropbox in your digital classroom.

While in the assignment dropbox: 1) click BROWSE FROM MY COMPUTER, 2) upload your saved document, and 3) SUBMIT to FINAL SUBMISSION. (This assignment will **not** be submitted to LopesWrite.)

Before starting this assignment, review the GCU Library Walkthrough: <https://libguides.gcu.edu/tutorials>

**After reviewing the library walkthrough paying close attention to the “Finding Articles & Databases” and “Using Boolean Operators” sections, complete the following steps:**

1. Go to <https://library.gcu.edu>.
2. From the library home page, scroll to the LopeSearch search box.
3. Click the “Peer Reviewed” box.
4. Type “higher education” in the LopeSearch search box and click “Search”.
5. You will see a new internet browser window open with a single search bar along the top. Click on “Advanced Search” to the lower right of the search bar.
6. You will now see three search boxes and more options for searching. In the first search box is “higher education”. Now, type “disability” in the second search box (below where you typed “higher education”). Next type “assessment” in the third search box.
7. Confirm the default selection to the left of each search box in the dropdown box is the “AND.” Click Search. (If you did not click Peer Review before clicking search, scroll down the page to “Limit Your Results”.. The “Peer Review” option is located here.)
8. Scroll through the search results and locate the journal article titled “**Higher Education** and Disability: A Systematic Review of Assessment Instruments Designed for Students, Faculty, and Staff.”
9. Click on the article title.
10. Locate the “cite” icon in the upper right side of the screen.
11. Click on the cite icon, find the APA citation, and highlight and copy the APA citation (right click on the highlighted selection to copy). Paste it in the box below. Right click on the mouse in the box below and under the “Paste Option” select the icon for “Merge Formatting.”

(If the citation does not copy over with a hanging indent, use **Control + T**)

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1. Always review the appropriate style guides to make sure the reference from the database citation tool correctly follows the rules for the appropriate citation and style format that you are using. The Library database citation tool may use information from electronic resources that is not yet standardized, so it is important to review the citation information carefully and update as needed to reflect the proper format.

GCU Library’s Citing Sources Guide: <https://libguides.gcu.edu/CitingSources>

1. Go back to your internet browser and your library database search results. Keep “higher education” in the top search box. (If you are timed out or have closed your previous results, start again at <https://library.gcu.edu>). Scroll to the LopeSearch, click the Peer-Reviewed box, type “higher education” into the search box and click “Search.”
2. Click on “Advanced Search” when you are on the search results page to go to the search page with three search bars.
3. Type “leadership” in the second search box (below where you typed “higher education”).
4. Type “glass-ceiling” in the third search box (below where you typed “leadership”).
5. Confirm the default selection to the left of each search box in the dropdown box is “AND.” Click Search.
6. Scroll through the search results and locate the journal article titled “Climbing the Stairs to Leadership: Reflections on Moving Beyond the Stained‐Glass Ceiling.”
7. As you did in #8, copy the APA citation and place it in the box below (Make sure you have a hanging indent and the citation is correct.):

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1. Copy and paste the “Abstract/Summary” in the box below:

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1. Read the “Abstract/Summary” and write two to three sentences, briefly summarizing what the article is about in the box below:

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