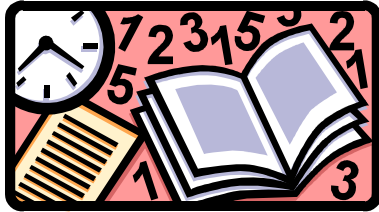


## REFERENCING



### Reasons for citing sources:

- Acknowledges the intellectual ownership of the author
- Provides 'starting point' for further investigation
- Ensures ability to 'fact check'
- Protects you against any plagiarism claims

### Essential information for citations:

Author name, date of writing, article name, place of publication

### Citation Styles

- in text referencing
- footnotes referencing
- end notes referencing

Check with your teacher to find out what style is required for your subject.

Please note that the library staff does not endorse the use of any particular search engine. The ones listed in this information sheet are examples only.

## HAPPY RESEARCHING!

### Blacktown College Library

TAFE NSW - Western Sydney Institute  
Main Street, Blacktown NSW 2148

Phone: (02) 9208-1848

Fax: (02) 9208-1864

Email:

[BlacktownCollegeLibrary@tafensw.edu.au](mailto:BlacktownCollegeLibrary@tafensw.edu.au)

### Opening hours:

8.45am - 8pm Monday to Thursday

8.45am - 4pm Friday

### Holiday Period Opening Hours

(Term Vacations)

10am – 4pm

# GUIDE TO BASIC INTERNET SEARCHING



February 2007 ©Amanda Credaro

- **What's a search engine?**

Search engines such as Google (www.google.com) find information on the Internet, and make a 'catalogue' of it, just like libraries do with books.

This allows you to search the Internet without having to look at all the websites to find the one that you need.

You can find more information on search engines in general, and how they work at: <http://searchenginewatch.com/>

- **Aren't all search engines the same?**

- Database Size - More is sometimes better, sometimes not
- Refresh Rate - More frequent visits by spiders give more current information
- Interface - Some are more 'user-friendly'
- Result Presentation - Some offer caching, some offer sorted results, some offer previews

- **Which is the best search engine?**

The one that gives you the information you need, in the shortest possible time!

- **Specialty Search Engines**

Complete Planet has many links to specialty search engines.

- <http://aip.completeplanet.com>

- **Metasearch Engines**

These search the databases of other search engines. Different ones have access to different databases, so the results will not always be the same. Examples include:

- Dogpile
- Clusty
- Ixquick



- **Portals and Directories**

These are created by people who are subject experts. They are often divided into topic areas. Examples include:

- Open Directory Project
- Australian Library Portal
- Australian Government Portal

- **Searching the 'Invisible Web'**

Experts have estimated that there is approximately 1000 times as much information on the Internet than is shown by search engine results. You'll need to use some special search engines to look for the hidden information. Two examples of these are:

- [www.incywincy.com](http://www.incywincy.com)
- [www.turbo10.com](http://www.turbo10.com)



- **Databases**

There is a lot of information that cannot be accessed by search engines. It is only available as a paid subscription service to a database. Ask your friendly library staff which databases might be available for you to use.

- **Tricks and Tips**

Before you start your search, ask these critical questions:

- What type of information do you need?
- Who would have written it?
- Where is the best place to get it?
- How should it be retrieved?

Keywords and key phrases: Remember that the more specific your search, the more likely you are of finding your information quickly.

Many search engines include a link to advanced searching, where you can make sure the words you want are included, and the ones you don't want are excluded.