



THE **WRITINGLAB** PRESENTS:

# Writing a Paper or Thesis

CrashCourse (Part II)

# Crash Course

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- Part I: Choosing and Structuring Your Topic
- Part II: Finding and Reviewing Research Literature
- Part III: Rules of Citation, Expression and Formatting

# Program: Part II

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If you have a question, please turn on your microphone OR write in the chat.

1. Search Basics
2. Documenting Your Search
3. Database Access
4. Where to begin
5. Source Basics
6. Managing Your Bibliography
7. Assessing Source Quality
8. Bibliographical Entries
9. Entry Examples
10. Reading / Writing Habits

**PLEASE ASK !**

**I am here  
to answer  
your questions.**

→ Today's presentation slides will be made available to you after this meeting.

# Search Basics

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Collect information on:

1. your research topic
2. your research method

## 1. Plan ahead –

- estimate the time frame of your search
- identify key words related to your topic
  - consider synonyms, word families, spelling, plural forms, umbrella terms, etc.

## 2. Search strategically –

- use Boolean operators (“...”, \*, AND, OR, NOT) and filters
- start broad – then narrow it down / begin with the new – and work your way back
- jump from one bibliography to the next (Who quotes whom?)
- employ monitoring tools like Google Alerts

## 3. Keep track –

- document search entries, strategies, fields, bibliographical information
- sort references, full texts, notes → by chapter
- choose a manageable software solution

# Documenting Your Search – EXAMPLE

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Search Log



Date	Search Field	Search Entry	Search Strategy	Parameters	Chapter
October 22	Google Scholar	brands, marketing, millenium	keyword search	<ul style="list-style-type: none"> <li>time: 2000-2010</li> <li>format: PDF</li> </ul>	3.2 effect of brand marketing on millenial consumers
October 23	University Library	brand psychology		<ul style="list-style-type: none"> <li>2015-</li> <li>journal articles</li> </ul>	2.4 psychology behind brand strategies targeting young consumer groups
October 29	SpringerLink	„consumer psychology“ OR „brand psychology“	new to old	2010-2020; 2000-2010; 1990-2000	3.3 / 3.4
Nov	Business Blog	millenial AND brand	monitoring		3.1-3.3

List open research fields for later searches!

# Database Access

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## To search all freely available sources:

1. Visit [www.hs-worms.de](http://www.hs-worms.de)
2. Click the blue drop-down menu "Schnelleinstieg" and choose "Bibliothek".
3. Click on "Datenbanken".
4. Choose from "Datenbanken nach Studienrichtungen" to find resources sorted by subject or browse through the complete list of databases on the left side of the page: "Datenbanken (Gesamtliste)".

## To access licensed sources continue with the following steps:

5. Click on the link marked **VPN-Client** inside the menu list on the very right side of the page and then on the link marked "Download des VPN-Client". (You might have to enter your university login key – name + password – to proceed.)
6. You should now be here: <https://vpnclient.fh-worms.de/html/vpn.html>
7. Follow the instructions to download and install the VPN client.
8. Start the VPN client, select **vpn.hs-worms.de** and click *connect*.
9. Choose **HS-Worms-Studierende-Dozenten**, then type in your university login key and confirm with *ok*.

→ If you're in need of support, email [helpdesk@hs-worms.de](mailto:helpdesk@hs-worms.de) or [bibliothek@hs-worms.de](mailto:bibliothek@hs-worms.de)

# Where to begin

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## Publications in ENGLISH

- **EBSCO Business Source Premier**  
→ up-to-date international research, 10,000+ company profiles
- **Springer (E-Books)**  
→ business-related literature starting 2010
- **Statista**  
→ statistical data, infographics, industry dossiers

*Experiment –  
train – and thus  
improve your  
database skills!*

## Publications in various languages

- Google Scholar → (mostly) academic search engine
- EZB – Electronic Journals Library → complete list of accessible journals
- KVK – Karlsruher Virtuelle Katalog → meta search engine for catalogues worldwide

# Source Basics

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*inspiration ≠ information*

## 1. Notice text type conventions –

- academic research texts: monographs, scientific journals, omnibus volumes
- university-level texts: seminar papers, theses, dissertations
- grey literature (from outside classic publication channels): government reports, conference proceedings, unpublished manuscripts, newsletters, trade magazines, internal working papers, lecture notes, etc.

## 2. Browse through primary, secondary and tertiary literature –

- raw data records / transcripts without interpretation or commentary
- texts providing data analysis, interpretation and/or commentary
- summaries / compilations / reference lists which index or digest other text sources

## 3. Cover all (non)digital search fields –

- library catalogues, interlibrary loans, archives + search engines, databases



# Managing Your Bibliography

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## List what you use.

All citations need to be referenced appropriately and corresponding sources must be listed in your bibliography.

## List what others can find.

Quote only sources that can be accessed and verified by others.

## List what meets academic quality standards.

Utilize reliable sources that fulfill standard requirements.

→ Assess source quality using the CRAP test: Currency – Reliability – Authority – Purpose

# Assessing Source Quality

Currency?  
Reliability?  
**Authority?**  
Purpose?

Look for standard  
genre elements!

The image shows a screenshot of a research paper from IEEE Access. Red boxes and arrows highlight various elements of the document's structure and content:

- publisher**: IEEE Access
- date of publication**: Received February 2, 2019, accepted February 21, 2019, date of publication March 11, 2019, date of current version March 28, 2019.
- title + subtitle**: Understanding Effects of Collaborations in Developing Mobile Computing Systems: Popularity, Efficiency, and Quality
- name of the author(s)**: WEIXUAN MAO<sup>1</sup>, BO SUN<sup>1</sup>, GUANGQUAN XU<sup>2</sup>, CHENGLIU<sup>1</sup>, CHENGXIANG SI<sup>1</sup>, AND WEI WANG<sup>1,3</sup>
- abstract**: The development of mobile computing systems is an inherently collaborative activity, and the nature of the collaboration likely affects systems success. Collaboration can lead to faster development of systems and increased creativity, but it may also adversely affect the quality of systems. As one of the most popular and active Web services for developing open source software, GitHub has been a place of origin for many novel mobile computing systems with the Internet of Things, such as OpenEdge and CloudSim. Because GitHub provides a place for people to collaborate with each other on developing novel mobile service computing systems. In this paper, we explore the effects of collaboration in developing systems hosted by GitHub and use a model of collaboration to detect bugs of systems aiming to enhance their quality. We conduct an in-scale study of more than five million projects on GitHub to reveal collaboration's effects on the popularity of software systems and speed of development. We find that having more collaborators results in higher popularity but slower development. Projects that use Objective-C are at an elevated risk for slower development speeds than other projects. We define collaboration network networks, which capture the projects' collaboration patterns and use structural features to identify files within commits with bugs. By examining 18 large popular projects, we find that involving those features statistically significantly improves bug detection by 6.7% on average.
- key words**: Bug detection, collaborative development, software metric.
- introduction**: The development of mobile computing systems is a collaborative activity involving teams of developers working toward shared goals. Understanding the nature of the collaboration between the developers may provide insights into quality of mobile computing systems and aid project management. Modern development practices have increased the opportunities for collaboration between developers who are geographically dispersed. Distributed development tools, such as Git, Docker, and JIRA, provide novel ways of collaborating on services computing systems remotely.
- footnotes**: The associate editor coordinating the review of this manuscript and approving it for publication was Shuangqing Deng.

Decide  
to what extent  
each source  
is usable!

Potential Indicators:  
→ date of publication  
→ references  
→ author's qualification  
→ aim of the text

# Bibliographical Entries

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Provide your readers with all the important information needed to

→ locate a source as quickly as possible.

→ (pre)assess the quality of a source (without actually locating it).

- name of the author(s)
- year of publication (+ edition number)
- title (+ subtitle)
- place (= city) of publication
- publisher
- URL of the webpage + date of access

Remember to add further information if available – such as subtitles, name of editor, volume number, etc.

EXAMPLE:


Poorman, R. 2006: *Writing a Thesis. Easy Explanations*. 4<sup>th</sup> ed. Oxford: Academic Press.

→ Sort all of your entries alphabetically (by author).

# Entry Examples

→ <https://www.library.hbs.edu/citations/hbs-citation-guide>

HARVARD | BUSINESS | SCHOOL




## HBS Citation Guide

2020-21 ACADEMIC YEAR

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If you have any comments about this guide, contact [treiser@hbs.edu](mailto:treiser@hbs.edu).

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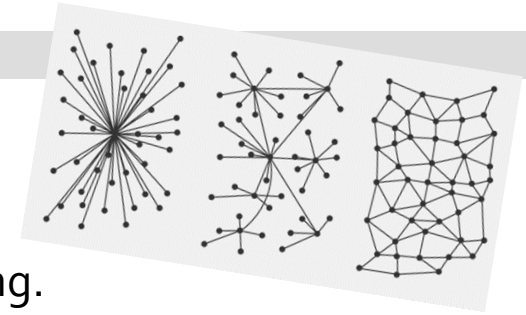
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HBS CITATION GUIDE

# ~~Reading~~ Writing Habits

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## Step 1: Sort your texts.

Skim texts to categorize them into essential or further reading.

## Step 2: Choose relevant sections.

Scan texts to select specific passages for in-depth reading.

## Step 3: Read and take notes.

Use active reading strategies to think through texts – thoroughly and critically.

## Step 4: Reflect and review.

Outline, summarize, analyze – contextualize, compare and contrast.

Your Goal:  
information  
saturation

# End of Part II

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