

# Instructional and Research Support for Faculty and TAs

<http://www2.library.ucla.edu/service/6390.cfm>

The UCLA Library offers a variety of customized consultative and instructional services and resources to support research, instruction, curriculum development, classroom learning, and the successful completion of assignments and research.

## Collaborative Services

### Information Literacy Instruction

In response to faculty concerns about students' lack of understanding of the scholarly research process, reliance on Google as a primary search tool, and plagiarism issues, the Library created the Information Literacy Program. Librarians collaborate with faculty and TAs to enhance students' abilities to locate, evaluate, and use information effectively and ethically.

Librarians can engage students in the learning process by:

- teaching hands-on sessions on how to define a research question, locate and evaluate information sources in all formats, and cite and document sources appropriately.
- conducting class or small-group library research sessions or making research appointments outside of class, tailored to the subject focus of the course or assignment.

For more information, contact Patti Caravello by telephone at extension 55025 or by email at <patti@library.ucla.edu>.

### Instructional Planning

Librarians with academic subject and information-access expertise are available to:

- work with faculty and TAs to enhance syllabi by creating or adapting assignments and exercises to build student research and information skills and support course goals and curricula.
- develop course-specific information resources such as Web pages.
- offer individual and small-group consultations with faculty, TAs, RAs, and students.
- review students' research proposals and suggest research strategies and resources.
- create and teach for-credit adjunct courses that develop students' discovery, evaluation, and ethical use of information.
- discuss faculty research projects, new curricula, and grant proposals requiring supporting library materials.

### Tours and Workshops

Many libraries schedule orientation tours for undergraduate students, graduate students, and faculty as a practical introduction to buildings and services. Some libraries also offer drop-in workshops for students and faculty that focus on special subject areas or feature the use of online databases. Schedules are posted in the libraries and on the Web at <<http://www2.library.ucla.edu/service/6362.cfm>>. To request a tour or workshop, contact the appropriate librarian listed in the **Contacts** section on the reverse.

## Resources

The Library offers a variety of Web-based instructional resources and activities, which can be used as stand-alone tools or integrated into a course lecture or assignment. Librarians are available to advise faculty and TAs on integrating these tools into their curricula.

### Research Assistance and Searching Strategies

- Road to Research - Teaches basic research skills for locating and evaluating books and articles and citing and documenting sources. Contains pretest and quiz scores, which instructors can access through the online gradebook.  
<http://www.sscnet.ucla.edu/library>
- Dissecting a Database: Teaching Yourself How to Search - Offers a checklist of database features to help students and faculty search a new or unfamiliar database quickly and effectively.  
[http://www2.library.ucla.edu/pdf/dissecting\\_database.pdf](http://www2.library.ucla.edu/pdf/dissecting_database.pdf)
- Research Paper Planner: Detailed Outline - Gives students guidance on planning and completing a research paper in a ten-week quarter. <http://www.library.ucla.edu/libraries/college/classes/fsp-tsp/researchpaperCL2.html>



### Plagiarism and Ethical Use of Information

- Bruin Success with Less Stress – Introduces academic integrity, time management, and research strategies. Allows students to print or email certificates of completion to instructors. <http://www.library.ucla.edu/bruinsuccess>
- Avoiding Plagiarism – Provides links for students about what plagiarism is and how to avoid it, academic integrity, and how to cite and document sources. <http://www2.library.ucla.edu/service/6401.cfm>
- Preventing Plagiarism – Offers resources for faculty on strategies to prevent and detect plagiarism and tips for teaching students about this issue. <http://www2.library.ucla.edu/service/6386.cfm>

### Reserves

Materials assigned as required reading in a class can be placed on reserve in a campus library to facilitate access by all students. The online reserves system is accessible through the UCLA Library Catalog at <<http://catalog.library.ucla.edu>>.

The growing numbers of full-text journal articles available online through databases licensed by the Library provide an effective access point for students. Librarians are available to assist in identifying electronic resources for citations on reserve lists, and links to electronic journals and faculty members' own digitized documents are easily set up through the online reserves system.

For details on how to place materials on reserve, consult <<http://www.library.ucla.edu/reserves>> or contact any campus library.

### Contacts

The following librarians are available to discuss assignments and to arrange for individual consultations, specialized instruction, or other services for faculty and TAs:

#### Arts Library

Robert Gore  
Extension 65426  
[rjcgore@library.ucla.edu](mailto:rjcgore@library.ucla.edu)

#### Special Collections: Film, Television, Theater

Julie Graham  
Extension 57253  
[jgraham@library.ucla.edu](mailto:jgraham@library.ucla.edu)

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#### Biomedical Library

Andrea Lynch  
Extension 60520  
[andlynch@library.ucla.edu](mailto:andlynch@library.ucla.edu)

#### History and Special Collections

Kathy Donahue  
Extension 56940  
[kdonahue@library.ucla.edu](mailto:kdonahue@library.ucla.edu)

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#### Clark Library

Bruce Whiteman  
323.731.8529  
[whiteman@humnet.ucla.edu](mailto:whiteman@humnet.ucla.edu)

#### College Library

Diane Mizrahi  
Extension 56523  
[mizrachi@library.ucla.edu](mailto:mizrachi@library.ucla.edu)

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#### East Asian Library

Hong Cheng  
Extension 69606  
[chengh@library.ucla.edu](mailto:chengh@library.ucla.edu)

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#### Law Library

Kevin Gerson  
Extension 45409  
[gerson@law.ucla.edu](mailto:gerson@law.ucla.edu)

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#### Management Library

Eloisa Gomez Borah  
Extension 57192  
[eloisa@library.ucla.edu](mailto:eloisa@library.ucla.edu)

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#### Music Library

David Gilbert  
Extension 53369  
[dgilbert@library.ucla.edu](mailto:dgilbert@library.ucla.edu)

#### Special Collections

Peggy Alexander  
Extension 53369  
[palexander@library.ucla.edu](mailto:palexander@library.ucla.edu)

#### Research Library

Patti Caravello  
Extension 55025  
[patti@library.ucla.edu](mailto:patti@library.ucla.edu)  
or the appropriate subject specialist;  
see <<http://www2.library.ucla.edu/libraries/2049.cfm>>

#### Manuscript Collections

Genie Guerard  
Extension 60521  
[gguerard@library.ucla.edu](mailto:gguerard@library.ucla.edu)

#### Rare Books

Cristina Favretto  
Extension 60568  
[trieste@library.ucla.edu](mailto:trieste@library.ucla.edu)

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#### University Archives

Charlotte Brown  
Extension 57265  
[cbbrown@library.ucla.edu](mailto:cbbrown@library.ucla.edu)

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#### Science and Engineering Library

Marion Peters  
Extension 50190  
[mpeters@library.ucla.edu](mailto:mpeters@library.ucla.edu)