Background
Part of the battle of the graduate student’s life is just getting – and keeping – your house in order. Especially where research is concerned, it’s extremely important that you take full advantage of the web of help, resources, and tools that are available to you, so you can work effectively and efficiently. There are three basic facets to the process: 1) knowing how and from whom to get help, 2) knowing the core resources in your subject as well as the “cross-cutting” resources that provide unique functions and content, and 3) managing and organizing your information smartly.

Get the help you need:

YOUR SUBJECT LIBRARIAN
Every discipline has a subject librarian who is focused on helping you find and use research materials. Find out who your librarian is and get to know them.
library.nyu.edu → Services → Find your Subject Specialist

HELP WHEN AND WHERE YOU NEED IT
The library maintains general help through physical desks, email, IM, and even text message. Don’t hesitate to ask when you need help.
library.nyu.edu/ask

Resources you should know about:

THE CORE RESEARCH DATABASES IN YOUR SUBJECT AREA
Most databases are based on subject boundaries; if you aren’t sure if you are using the right place, talk to your subject librarian immediately.

WORLDCAT LIBRARY CATALOG
WorldCat searches libraries all over the world, letting you know what is available at NYU and beyond. Your research base should be the world’s collection; combine WorldCat and our Interlibrary Loan services and ensure that you are using everything you can.

GOOGLE SCHOLAR
Google’s scholarly side can be useful as a supplement to library tools. Scholar looks at a large amount of citations (though they’re not saying how many or which ones!), but it’s super easy and – if you set your scholar preferences – can be integrated with our holdings and citation management programs.

WEB OF SCIENCE AND SCOPUS
These unique tools let you see the works cited by an author, and also who in turn cited that author, in essence letting you track the evolution of a scholar or idea backwards and forwards in time. They provide a great way to fill in holes in your literature list, refine your understanding, and experience those “Eureka” moments.

DISSERTATIONS & THESSES GLOBAL
Who else has written a dissertation on a topic close to your own? What does a finished dissertation look like in terms of format and approach? Who else has had your advisor? This database is the repository of dissertations in North America, and it can tell you all this and more.
Tools you should be using:

**CITATION MANAGEMENT**
Organize everything you do using a citation management tool, like RefWorks, that lets you export, store, and organize all the literature you use, and processes your work and bibliographical entries, keeping your citations correctly correlated.
[guides.nyu.edu/citations](http://guides.nyu.edu/citations)

**Other Considerations**
Being efficient is half the battle. Know what is required, understand what information you can get automatically, and keep up to date with what’s going on in the library.

- Learn about **Human Subjects** if you are involved in primary research. See [www.nyu.edu/ucaihs/about/](http://www.nyu.edu/ucaihs/about/)
- You can set up services to alert you whenever there is new content in a favored journal or database. See our “**alerting services**” guide at: [guides.nyu.edu/alertingservices](http://guides.nyu.edu/alertingservices)
- Stay up to date with news and updates from the library by joining **Liblink**, our information listserv. See: [library.nyu.edu/contact/](http://library.nyu.edu/contact/)