

# COMM100 - Informative Speech:

## HOW TO FIND INFORMATION ON YOUR PERSON



There are **two** important parts to doing research at the library: Using the Library Catalog and accessing the library's Electronic Databases. Also, *carefully* searching the Internet can be helpful as well.

- Using the Library Catalog to find *print sources* (books) ([Search the Library Catalog](#))

The Library may actually have books dealing specifically with your person. Search her name in our catalog to find out. From the library's homepage, click on **Library Catalog**.

**Tip:** Do a **SUBJECT** search, typing her last name first Ex. Subject = **Clinton, Hillary** *How many hits?*


No luck? Try *broadening* your search! Switch to a **Keyword** search and use the phrase "women and \_\_\_\_\_" where the blank space would be her area of fame (her profession or career). We may have books that contain an *entry* or *chapter* on your person.

Ex. Keyword = **women and** \_\_\_\_\_

Category (profession/career)

**politics**                      **oratory**  
**sports**                        **business**  
**medicine**                     **education**

Etc.

**Still** no luck? Click on the  icon! **PASCAL Delivers** allows you to search *and borrow from* other SC academic libraries! It's easy! Just follow these simple steps:

1. Once you've clicked on the icon, you should be taken to the PASCAL Catalog, where hopefully, you'll see some books on your person. If you do and you see one you want to request, select it by click on the title.
2. Click on [Request this item](#).
3. Select **Columbia College** from the drop-down menu and click "Submit above information."
4. Enter your name and your CC Unique ID, which *should* be the number you use to log into Koala Connection with. Click "Submit." We'll contact you when the book comes in, which should only take 3-4 days.

- **Accessing the library's Electronic Databases to find *articles* on your person**

Magazine and newspaper articles are also a great source of biographical information. From the library's homepage, click on **Databases for Research**, then **A - Z Listings**. The following databases should be very helpful for this type of assignment.

- **Biography Resource Center: The Complete Marquis of Who's Who** ([On-Campus Access](#)) ([Remote Access](#)) Of these databases, this is probably the best source
  - **Communication & Mass Media Complete** ([On-Campus Access](#)) ([Remote Access](#))
  - **General Reference Center (Magazine Index)** ([On-Campus Access](#)) ([Remote Access](#)) Also potentially a very good source
  - **New York Times Full-Text (1851 - 2006)** ([On-Campus Access](#)) ([Remote Access](#)) This will pull up a LOT - sometimes almost too much
- Other potentially helpful databases...

**Oxford African American Studies Center**

**Current Biography Illustrated**

**Dictionary of Literary Biography**

## Internet



### Helpful Websites:

Douglass Archives

<http://douglassarchives.org/>

Gifts of Speech

<http://gos.sbc.edu/>

American Rhetoric

<http://americanrhetoric.com/>

National Women's Hall of Fame

<http://www.greatwomen.org/>

### Other Helpful Websites:

Another resource you may find helpful is the library's featured section of Women's Studies websites. To get to these sites, from the library homepage click on: *WWW Resources -> Sites by Subject -> Women's Studies -> Historical*.

## Tired of Google's *overkill*? ?



Try Librarians' Internet Index ([lii.org](http://lii.org)) for *fewer, more high-quality results!*

A Google search for **sojourner truth** fetches nearly 500,000 results! Who has time to wade through all that? Not to mention figuring out what's reliable and what's not. But the same search on [lii.org](http://lii.org) fetches only **six**. While 6 hits may sound disappointing, keep in mind LII's sites are *hand-picked by librarians*. Which means the quality is exceptionally high.

## What about Wikipedia?

Wikipedia is *not* considered a scholarly source of information. Anyone (yes, that means me, you, your little brother, or the dude at the gas station) can immediately publish anything on there. Sounds pretty cool, but if you think about it, that means you don't know what you're getting. Therefore, you shouldn't use it.

By and large, you will best find what you need by using this information guide. But if you choose to surf the web, here are a few things to keep in mind.

- **Bias** - Who/what organization put together the site and what agenda might they have?  
(Tip: Look for an "About Us" tab and read up on those responsible for the site's content)
- **Accuracy** - Are the facts accurate based on what you already know? A web site can be both biased and accurate; they may give you some of the facts, but not include *all* the facts about a particular topic or issue  
(Tip: Save your Internet research for last; you'll be a more discerning researcher!)
- **Design** - Is it easily navigable? Too busy or messy? This can say a lot about the overall quality of the website  
(Tip: Look for a top or left-hand margin that has easily identifiable navigation tabs)
- **Commercialism** - Are you attacked by pop-up ads as soon as the page opens? Are you asked for personal information? These can be 'red flag' warnings that you are not in a good place!

*COOL TIP: Looking for **pictures** of your person? Try Google: Images! Just go to [www.google.com](http://www.google.com), click on Images, and then type in your person's name.*

*REMEMBER, IF YOU HAVE A QUESTION, JUST ASK. YOUR FRIENDLY LIBRARIANS LOVE TO HELP!*



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## Suggested Reference Sources

Great for biographical information, historical background, definitions, photographs, illustrations...

- American National Biography Ref CT 213 A68 1999
- Black Women in America Ref E 185.86 B542 2005
- Black Women in United States History Ref E 185.86 B543 1990
- The Book Women's Firsts Ref CT 3260 R428 1992
- Chronology of Women Worldwide: People, Places & Events That Changed Women's History Ref HQ 1121 C 617 1997
- The Columbia Documentary History of American Women Since 1941 Ref HQ 1420 C65 2003
- Current Biography (1940 – 2006) Ref CT 100 C8
- Encyclopedia of American Women in Business: From Colonial Times to the Present Ref HD 6054.4 U6 K756 2005
- Encyclopedia of African American Business Ref HD 2358.5 U6 E53 2006
- Encyclopedia of Women and Religion in North America Ref BL 458 E52 2006
- Facts on File Encyclopedia of Black Women in America Ref E 185.96 F2 1997
- Handbook of American Women's History Ref HQ 1410 H36 2000
- Her Way: Biographies of Women Ref HQ 1123 K75
- A History of Women in the United States: State-by-State Reference Ref HQ 1410 H58 2004
- Jewish Women in American: An Historical Encyclopedia Ref DS 115.2 J49 1998
- Latinas in the United States: A Historical Encyclopedia Ref E 184 .S75 L35 2006
- Lesbian Histories and Cultures: An Encyclopedia Ref HQ 75.5 L4395 2000
- Native American Women: A Biographical Dictionary Ref E 98 W8 B38 1993
- Notable American Women: A Biographical Dictionary Ready Ref CT 3260 N57
- Notable Hispanic American Women Ref E 184 S75 N68 1993
- Notable Twentieth-Century Latin American Women: A Biographical Dictionary Ref CT 3290 N68 2001
- Oxford Encyclopedia of Women in World History Ref HQ 1121 .O93 2008
- The Scribner Encyclopedia of American Lives Ref CT 213 S37 1998
- Susan B. Anthony: A biographical Companion Ref HQ 1413 A55 H37 1998
- What American Women Did, 1789-1920 Ref HQ 1154 C665 2001
- Who's Who in Gay and Lesbian History Ref HQ 75.2 W46 2001
- Who's Who of American Women Ref CT 3260 W5
- Women During the Civil War: An Encyclopedia Ref E 628 H37 2004
- Women in Early America: Struggle, Survival, and Freedom in a New World Ref HQ 1416 M395 2004
- Women in World History: A Biographical Encyclopedia Ref HQ 1115 W6 1999
- Women Who Ruled Ref D 107 J33 1990
- The Women's Book of World Record and Achievements Ref CT 3234 W65

## Discipline-Specific

- A to Z of American Women Business Leaders & Entrepreneurs Ref HD 6054.4 U6 S5 2002
- Almanac of Women and Minorities in World Politics Ref HQ 1236 M347 2000
- Amazons to Fighter Pilots: A Biographical Dictionary of Military Women Ref U 52 A44 2003
- American Environmental Leaders Ref GE 55 B43 2000
- American Political Leaders Ref E 176 O27 1991
- American Women in Science Ref Q 141 B25 1994
- American Women Writers, 1900 - 1945 Ref PS 151 A45 2000
- Biographical Dictionary of American Labor Leaders Ref HD 8037 A1 F56
- Black Women Scientists in the United States Ref Q 141 W367 1999
- Contemporary Women Artists Ref N 8354 C66 1999
- Dictionary of Literary Biography Ref PS 221 D55
- Dictionary of Women Artists Ref N 8354 D53 1997
- Distinguished African American Political and Governmental Leaders Ref E 185.61 H359 1999
- Encyclopedia of African American Business Ref HD 2358.5 U6 E53 2006
- Encyclopedia of American Women in Business Ref HD 6054.4 .U6 K753 2004
- Encyclopedia of Women and Religion in North America Ref BL 458 E52 2006
- Encyclopedia of Women in American Politics Ref HQ 1236.5 U6 E53 1999
- Gender and Education: An Encyclopedia Ref LC 213 .G425 2007
- Film Choreographers and Dance Directors Ref GV 1779 B55 1997
- Historical Encyclopedia of American Women Entrepreneurs Ref HF 3023 A2 O64 2000
- International Encyclopedia of Women and Sports Ref GV 709 I58 2000
- Modern British Women Writers: An A-to-Z Guide Ref PR 116 M63 2002
- North American Women Artists of the Twentieth Century Ref N 6503 N67 1995
- Notable Women in the Life Sciences Ref QH 26 N68 1996
- Protest, Power, and Change: An Encyclopedia of Nonviolent Action from ACT-UP to Women's Suffrage Ref HM 278 P76 1997
- Significant Contemporary American Feminist Ref HQ 1412 S56 1999
- Women Champions of Human Rights: Eleven U. S. Leaders of the Twentieth Century Ref HQ 1412R497 1991
- Women in Chemistry and Physics Ref R 692 W545 2002
- Women in Congress, 1917 – 2006 Ref JK 1030 W66 2006
- Women in Medicine Ref GV 709 I58 2000
- Women in Psychology Ref BF 109 A1 W65 1990
- Women in Sociology Ref HM 22 U5 W66 1991
- Women of Mathematics Ref QA 28 W66 1987
- World of Inventions: History's Most Significant Inventions and the People Behind Them Ref T 15 W6 1994