

JFHS Library

We are more than happy to help you find good quality internet resources for assessment tasks. All you need to do is bring in the assessment that you are working on and ASK for help. We are always happy to help with referencing and presenting documents too.

Below is a list of places to visit when searching for quality resources. Many of these suggestions feature databases that are subject specific and which will also enable you to find quality, current resources.

Charles Sturt University

We cannot recommend this link more highly, not only for the subject specific databases, but also for the section on study tips and research tips. It's worthwhile utilising the exam papers section too.

The CSU site is a great way to start researching. It has great databases that you can use and they recommended based on subject. Spend a bucket load of time looking for good quality resources in this area.

<http://libguides.csu.edu.au/HSC>

NSW State Library

Many of the resources are accessible without a library card – but we encourage you to consider ordering a card.

Visit the State Library and utilise their databases. The link below enables you to filter into subject specific areas.

<https://www2.sl.nsw.gov.au/eresources/?accessTypes=1&subjects=6310,6311,6312,6313,6314,6316,6315,6198>

Great resources can be found in this section of the libraries site (the link below) – especially for English, History, Art, Geography and Aboriginal Studies – to name a few.

<https://www.sl.nsw.gov.au/learning/schools-and-teachers?page=3>

The link below lets you filter into subject specific areas – the HSC section is useful.

<https://guides.sl.nsw.gov.au/?b=s>

Google

Don't forget to consider using Google books and Google Scholar in order to find quality resources – We are more than happy to help you with this if it is new to you.

Start using Google advanced searching. The link below is a quick learning tutorial on how to effectively use it.

For your use, pay attention to the following when watching the tutorial;

- The discussion relating to search term boxes (you will probably only need to fill in the first two boxes effectively when conducting your research).
- The section on site and domain and when you are searching consider putting in terms such as edu, gov, org, and country references such as au, nz etc in this section.
- The date range recommendation.
- The advice on file types.

https://www.youtube.com/watch?v=tNb0_N18RBc

A really useful shortcut

When you find a 'good quality resource', be sure to look at its reference list for further resources, the author of the resource is bound to have listed a variety of excellent resources that they may have used in order to conduct their research – you don't have to reinvent the research wheel.

Below is an example – open the document, scroll to the bottom and you will see that it has an extensive reference list, many of which are internet resources that could be copied into a search engine.

<https://aifs.gov.au/sites/default/files/re.pdf>

Other library Alternatives

Don't forget to sign up for your Albury Library Museum, Latrobe library, Tafe library and CSU library cards. All of these libraries have great hard copy and eresources. Consider using these places as alternatives to finding the resources and assistance that you need to complete all tasks.

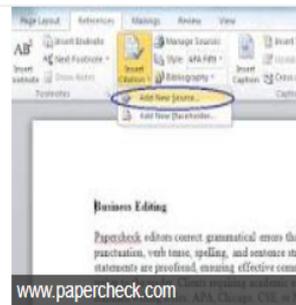
Referencing

See Mrs Kane for a hardcopy of JFHS Referencing guide.

Word will let you reference with the document. See below

To insert a citation in the text portion of your document:

1. Click the **References** Tab on the Ribbon.
2. Click the Insert **Citation** Button on the Citations & Bibliography Group.
3. If this is a new source, click New Source.
4. If you have already created this source, it will be in the drop down list and you can click on it.



In text citation – used in a document that you have written when you are directly quoting an author;

(Kane, 2018)

Reference List - a list of all the resources you read or used to create your work;

Hayes, K. (2007). *Skiing*. Adelaide: Puffin.

Kane, R. (2018). *Being an author*. Melbourne: Penguin Books.

Robinson, E. (2009). *Sole parent families*. Australia: Family Matters.

Grammarly

1. Use tools such as Grammarly to assist you to correct your work.

Grammarly is a free attachment to chrome. Simply download it. Then you will be able to upload your completed document to Grammarly and it will give your work the polished touch.



2. Microsoft Word has really enhanced their 'review' tool and the spell and grammar check is a must when completing tasks.

Formatting a document

Use the JFHS Formatting a document booklet. It is a great idea to follow the document, especially when formatting research projects. It will really make your work shine!