

Guide to...

Social Policy resources

1. Books, e-books and other materials

Use the library website **Quick Search** at www.libweb.anglia.ac.uk to locate books, e-books and other materials on your subject. You will need to log in using your University Login and password to access most e-books and to reserve items.

You can use **Quick Search** to find a specific item, such as a book on your reading list or an item by a particular author, or to find out what is available on a more general topic, for example 'welfare systems' or 'child poverty'. Where an item is available as an electronic book, you will see the word **E-Book** in the **Format** column and a link saying 'Click here for access'.

Click on the **Title** of books and other materials (such as DVDs or videos) for more information about their location and availability. The **Due date** shows when an item should be returned or renewed, if it is on loan. The **Location** information is a sequence of letters and numbers indicating where the item can be found in the library, such as 368.400941 WEL at Cambridge and Chelmsford and HD 7091 WEL at Peterborough and Fulbourn. If an item is not available at your nearest Anglia Ruskin library site, or if it is on loan, you can use the **Reserve** button to request a copy. The first available copy of the item will be sent to the site you have chosen and you will get an email telling you that you can collect it.

2. Reference and Statistics

Reference

Specialist dictionaries and directories are generally found in the library's Reference Collection or sometimes online as e-books. Useful reference books include the **Social services yearbook** and **The Blackwell dictionary of social policy**.

Statistics

- **UK National Statistics** – can be searched by title or topic and contains a wide range of official statistics, including the Annual Abstract of Statistics, information about government expenditure, use of public services, housing and demographics. www.statistics.gov.uk
- **Health Profiles** – provides statistics about health and some social issues such as homelessness and deprivation for each English local council. http://www.apho.org.uk/default.aspx?QN=P_HEALTH_PROFILES
- **European Commission: Employment, Social Affairs and Equal Opportunities** - a searchable catalogue of electronic full-text publications

covering European Union social policy issues and statistics.

www.ec.europa.eu/social/search.jsp

- **Eurostat** – statistics from the European Commission. Includes access to the *Eurostat yearbook*. www.epp.eurostat.ec.europa.eu
- **OECD iLibrary** database – provides comparative statistics for the 30 countries which make up the Organisation for Economic Co-operation and Development. Log in to the library website and search for the database using the **Database Finder** in the **Digital Library** section of the library menu. The *OECD factbook* contains a wide range of key statistics for member countries. Some statistics and publications are also available from the OECD website www.oecd.org.
- **UN Data** – search 24 UN databases for comparative international statistics including the *Human development report*. <http://data.un.org>
- For more statistical web resources see the Anglia Ruskin University Library Statistics Delicious list. http://www.delicious.com/Anglia_Ruskin/statistics

You can practise your statistical skills and find more information about where to find statistics by using the **Intute Virtual Training Suite: internet for social statistics** at www.vts.intute.ac.uk/he/tutorial/social-statistics.

3. Journals

Journals are an excellent source of up-to-date academic information. The library holds a wide range of printed and electronic journals (e-journals) for social policy. E-journal articles are available from the library website at www.libweb.anglia.ac.uk, by searching for a particular journal title in the **Journal finder** or by using the **Advanced Search** to search the subject databases (see section 4 below). You need to log in using your University Login and password to access electronic articles. Print journals are available in the Journals Collection, arranged alphabetically by title. A selection of useful journals for social policy include:

British Journal of Criminology*	Journal of Poverty and Social Justice
Critical Social Policy*	Journal of Social Policy*
Global Social Policy*	Politics and Policy*
Health and Place*	Runnymede Bulletin ⁺
Howard Journal of Criminal Justice*	Social Policy and Administration*
Journal of Ethnic and Migration Studies*	Social Policy and Society*
Journal of European Social Policy*	Sociological Review*

* indicates current and past issues are available electronically via the library website


⁺ Available freely online at <http://www.runnymedetrust.org/projects-and-publications/bulletin/the-bulletin-archive.html>

Articles in journals which are not available in either printed or electronic format from the University Library may be obtained from another library by submitting an **Interlibrary Loan** request form and paying a £2 charge. For more details and to request an Interlibrary Loan, select **Interlibrary Loan** from the menu on the left of the library website screen or go to: <http://libweb.anglia.ac.uk/services/ill.htm>

4. Databases and Gateways

Databases

Advanced Search on the library website www.libweb.anglia.ac.uk includes databases containing journal references, abstracts and in some cases links to full-text articles.

- Log in to the library website using your University Login and password
- Select the **Advanced Search** tab towards the top of the library website
- Select **Social Work and Social Policy** from the 'Choose Subject...' drop down menu.
- You will see a list of general resources for the subject area and can use the **Sub Categories** menu towards the left of the screen to select a more specific set of resources e.g. Public Administration or Social Policy Research.
- Search the databases where you see a tick select box on the left using the search boxes e.g. ASSIA.
- Search those databases (resources) listed with no select box facility e.g. Care Knowledge, via their own unique interface – click on the title link for this. (For those with tick select boxes you can also do this if you wish – sometimes useful to utilise additional advanced search options).
- Alternatively, search for a database by name using the **Database Finder** in the **Digital Library** section of the library website.
- To view a brief description of a database, click the blue **i** icon .

Useful Databases for Social Policy

Academic Onefile

1980 – present. Peer-reviewed full text articles from a range of journals and reference sources including medicine and social sciences.

ASSIA

(Applied Social Science Indexes and Abstracts) 1987 – present. Covers the social sciences, health, social services, nursing care.

Care Knowledge

Covers social care and includes many full text links.

CasOnline

Database of over 40,000 journal articles relating to learning disabilities. For a username/password contact library staff.

IBSS

International Bibliography of the Social Sciences: a database of journal articles and books about social science topics.

Social Care Online

References and some full text entries for articles, reports, government documents and websites about UK social care issues.

Social Policy and Practice incl. ChildData

Database of abstracts with links to some full-text materials relating to social policy, public health, social services and mental and community health.

Social Services Abstracts

References and abstracts of articles, dissertations and book reviews on social welfare, social work, social policy and related areas.

Sociological Abstracts

Journal references and abstracts on sociology and related areas.

UK Newspapers Online

Full text articles from the quality press.

Web of Science

Includes the Social Sciences Citation Index, searchable for article references and to find articles which cite other works.

Zetoc

Journal and conference references on all subjects.

Internet Gateways and Key Websites

Gateways provide access to high quality relevant subject specific Internet resources evaluated and selected by experts, where you can **search or browse topics and subject links**. Access to gateways is via the library website www.libweb.anglia.ac.uk – **Advanced Search** – select **Social Work and Social Policy** subject.

Anglia Ruskin University Library Social Policy Delicious list.

Quality selected web resources for social policy.

http://www.delicious.com/Anglia_Ruskin/social-policy

Department of Health

Government policy and guidance for NHS/social care <http://www.dh.gov.uk/>

Intute Virtual TrainingSuite: Internet for social policy

Online tutorial to improve Internet research skills for social policy

www.vts.intute.ac.uk/tutorial/socialpolicy

5. Research

The following resources can help you to identify whether groups or individuals have already carried out research in your area:

- **Index to Theses** - Bibliographical information on theses accepted for higher degrees by the universities of Great Britain and Ireland; it is available through the library website **Advanced Search** (Social Policy Research) or **Database Finder**.
- **Campbell Collaboration** – systematic reviews of research evidence on the effectiveness of social interventions at: www.campbellcollaboration.org
- **ESRC: SocietyToday** – a national database service from the Economic and Social Research Council containing references, contact information, completed and ongoing social science research from 1980 to present: www.esrcsocietytoday.ac.uk
- **Research Register for Social Care** – part of the database Social Care Online and available at: www.researchregister.org.uk/

6. Other Libraries

The **Using other Libraries** ([www.libweb\(anglia.ac.uk/helpdesk/others.htm\)](http://www.libweb(anglia.ac.uk/helpdesk/others.htm)) section of the library website describes other libraries which may be accessible to students, including via the SCONUL access scheme (www.access.sconul.ac.uk/). This scheme means that students who are pursuing part-time or distance courses, or who are on a placement, may be able to join other university libraries. Please ask for further details or follow the link above.

7. Help

Help is available in a variety of ways:

- Ask at the Reception or Enquiry Desks within the library
- Visit the **Help & Advice** section of the library website. You can 'Ask Us' by phone, email or online chat at:



[www.libweb\(anglia.ac.uk/askus\)](http://www.libweb(anglia.ac.uk/askus)

- **Book a Librarian Service**
If you need more in depth help make a 30 minute appointment with your subject librarian at:
[www.libweb\(anglia.ac.uk/bookalibrarian/index_bal.html\)](http://www.libweb(anglia.ac.uk/bookalibrarian/index_bal.html)
- Try our Information Skills Tutorial PILOT at: [www.libweb\(anglia.ac.uk/pilot\)](http://www.libweb(anglia.ac.uk/pilot)
This is an online tutorial covering information searching and referencing.

Alternatively, especially if there are no 'Book a Librarian' slots convenient for you, contact a librarian directly:

Chelmsford

Maurice Wakeham (Faculty Liaison Librarian: Health/Social Care/Education)
0845 196 3766 maurice.wakeham@anglia.ac.uk
Carol McMaster (Faculty Liaison Librarian: Health/Social Care/Education)
0845 196 4643 carol.mcmaster@anglia.ac.uk
Rebecca Mackle (Assistant Librarian: Health/Social Care/Education)
0845 196 4623 rebecca.mackle@anglia.ac.uk
Sophie Pattison (Assistant Librarian Trainee: Health/Social Care/Education)
0845 196 3746 sophie.pattison@anglia.ac.uk
Jane Shelley (Assistant Librarian: Health/Social Care/Education)
0845 196 3760 jane.shelley@anglia.ac.uk

Cambridge, Fulbourn and Peterborough

Peter Stokes (Assistant Librarian: Health/Social Care/Education)
0845 196 5376 peter.stokes@anglia.ac.uk