



University  
of Manitoba

# UM Libraries: Library Essentials & Research Services

Graduate Student Orientation – Winter 2025



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Adapted from slides by Sarah Clark & Jordan Bass, 2024



# Overview



- 
- In-person Spaces, Supports, and Services
  - Online Spaces, Supports, and Services
  - Ways to Get Help
  - Workshops & Drop-Ins
  - Research Services
  - Questions
- 



# In-Person Spaces, Supports, and Services



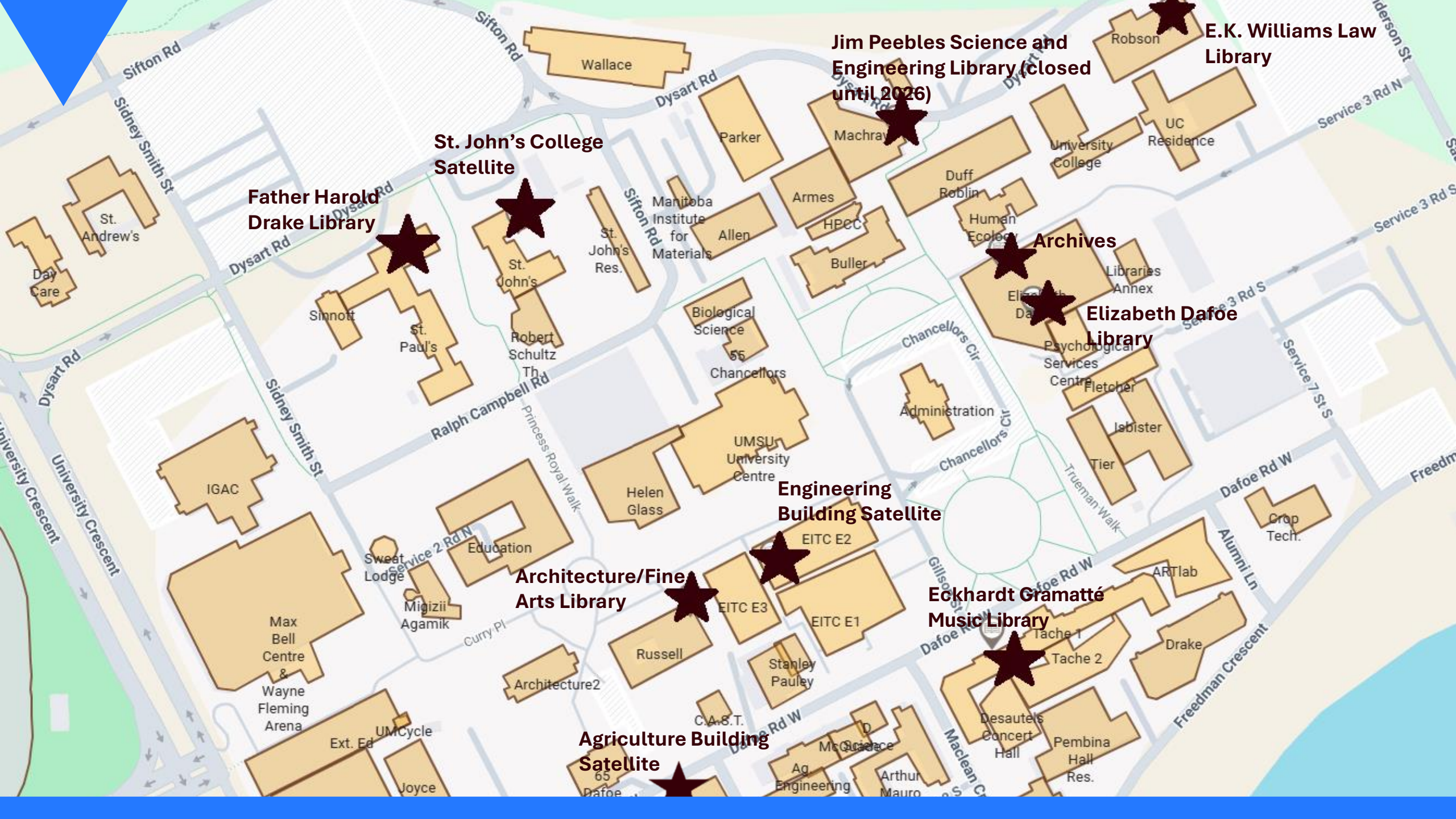


# Library Locations

- Elizabeth Dafoe Library
- Architecture and Fine Arts Library
- E.K. Williams Law Library
- Father Harold Drake Library (St. Paul's College)
- Eckhardt Gramatté Music Library
- Neil John Maclean Health Sciences Library (Bannatyne)

*\*Jim Peebles Science & Technology Library (closed for renovations until 2026)*

More info here: <https://umanitoba.ca/libraries/locations-and-facilities>



**Father Harold Drake Library**

**St. John's College Satellite**

**Agriculture Building Satellite**

**Architecture/Fine Arts Library**

**Engineering Building Satellite**

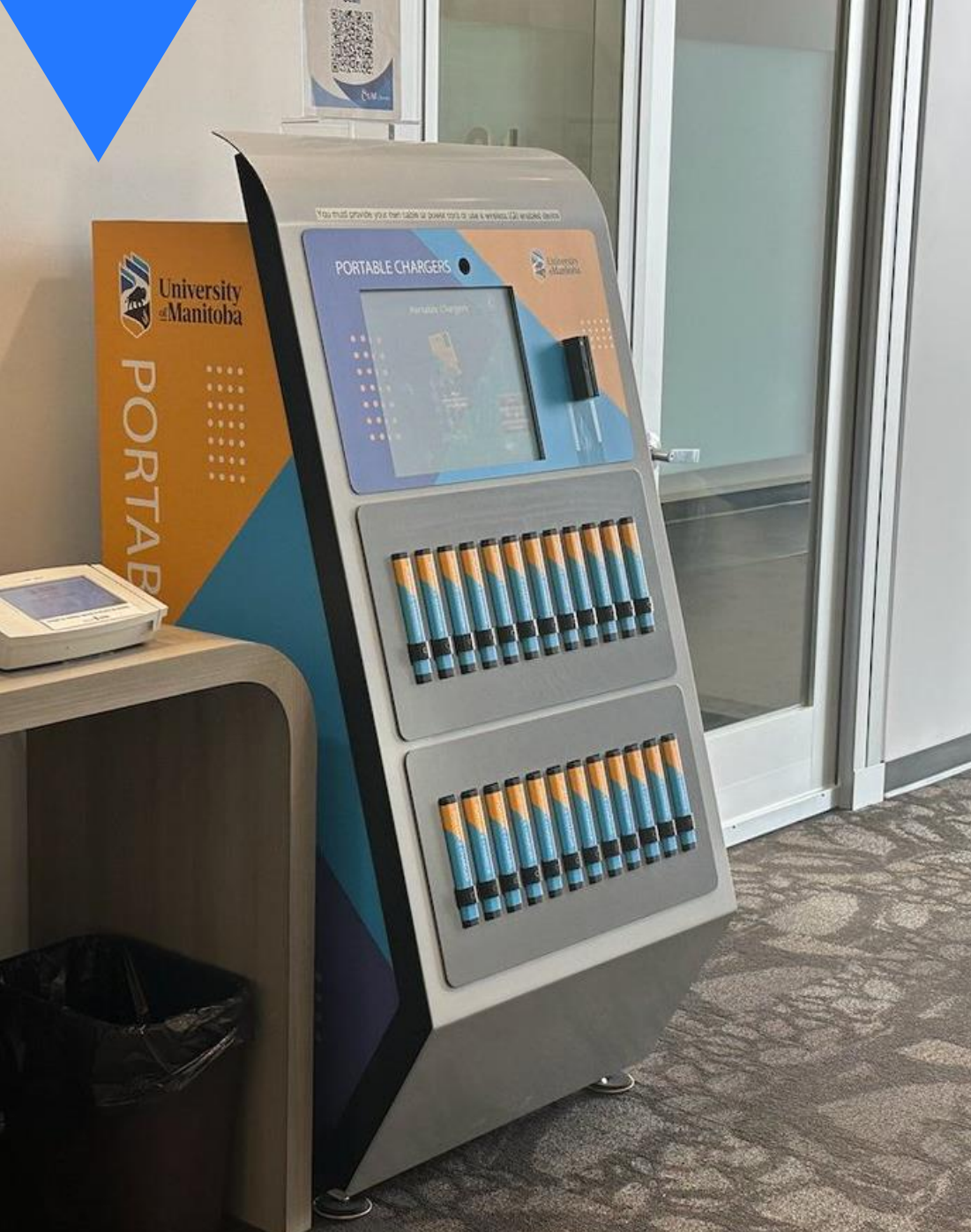
**Eckhardt Gramatté Music Library**

**Elizabeth Dafoe Library**

**Archives**

**Jim Peebles Science and Engineering Library (closed until 2026)**

**E.K. Williams Law Library**



# Technology

- Computer labs
  - Available at all library locations
- [Laptops](#) (Dafoe only) – borrow for up to 4 hours
- [Portable chargers](#) (Dafoe and Neil John Maclean) - must provide your own chord
- Scanners & photocopiers (Dafoe and Neil John Maclean)
- Printing
  - Print from a library computer or personal device (phone or tablet)
  - Costs: B&W- \$0.10/page; Colour - \$1.00/page (use Library Print account)
  - Information on printing and instructions on how to pay on [the UML print page](#)

# Study Spaces

- All libraries provide study space, and you are welcome to study at any library
  - Elizabeth Dafoe Library (1,021 seats)
  - Father Harold Drake Library, St. Paul's College (150 seats)
  - E.K. Williams Law Library (113 seats)
  - Architecture/Fine Arts Library (63 seats)
  - Eckhardt Gramatté Music Library (50 seats)
  - Neil John Maclean Health Sciences Library (318 seats)
- You can also study at satellite library locations (St. John's, Engineering Building, Agriculture Building)
- General study space includes carrels, tables, and other casual seating
- Some areas are designated quiet zones







# Libraries

## Find materials

Search

[Advanced search](#)

[Databases A-Z](#)

[Librarians & Subject Guides](#)

[Search Course Reserves](#) | [Archives & Special Collections](#) | [Request an item](#)

[Go directly to...](#)

[My library account](#)

[Library Print account](#)

100% Dafoe study seats are available

Ask Us





# Bookable Study Spaces

- There are also study spaces available to book:
  - **Group study rooms**
    - Book online
    - Book for up to 2 hours
    - Great for group projects and team meetings
  - **Quiet pods (Dafoe)**
    - Book online
    - Book for up to 3 hours
    - Great for interviews, tests, etc.
  - **Long-term study carrels (Dafoe)**
    - For grad students only
    - Must complete application form
- More information on the [UML Study Spaces page](#)

# Borrowing Items

- Borrowing
  - Up to 200 books due at the end of a term
  - Most items can be renewed up to 3 times
  - Use your Library Account for renewing items/paying fines
- Requesting items
  - For items held by UM in another UM library ([Pick up lockers](#))
  - For items not held by UM, use Document Delivery ([request form](#))
    - 5-7 days (articles, chapters)
    - 10-12 days (physical loans)





# Libraries

## Find materials

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100% Dafoe study seats are available






# Online Spaces, Supports, and Services



# Searching Online

- 3 main tools for online searching:
    - Library search
    - Databases A-Z list
    - Subject guides
  - Library search is good way to scope literature on a topic (quantity vs. quality)
  - Databases will contain (usually) peer-reviewed articles that are highly relevant to your specialty
- 



# Libraries

Search the library

## Find materials

[Search Course Reserves](#) | [Archives & Special Collections](#) | [Request an item](#)

100% Dafoe study seats are available




Search databases

Subject-specific help



# Library Search

- Running a library search will search all physical and digital items held by UML
  - Make sure you are signed in for full access to features
    - Online access, pick-up request, document delivery, save searches
  - Use “Favorites” button to save items (stored until manually deleted if signed-in)
  - Citation tracking options in each item record
  - Permalinks (easy to share individual items with others)
  - Citing/importing is available
- 



# View your list of saved favorites here



"active learning" AND "higher education"



Search All



Advanced Search

Sign in for access to all features

Ask Us

Filter your results



0 selected

PAGE 1

1-10 of 10,916 Results

Include Results beyond UofM

Sort by Relevance

Availability

Full Text Online

Held by library

Open Access

Peer-reviewed

Resource Type

Articles (7,345)

Filter results by date, format, etc.

BOOK

Active learning

Cameron, Beverly J.; Society for Teaching and Learning in Higher Education.

1999

Access for Users with Disabilities

Harmful Language Feedback

Available at Elizabeth Dafoe Library Second Floor (LB1027.23 .C55 1999)

Map it

JOURNAL

Active learning in higher education (Online)

©2000-

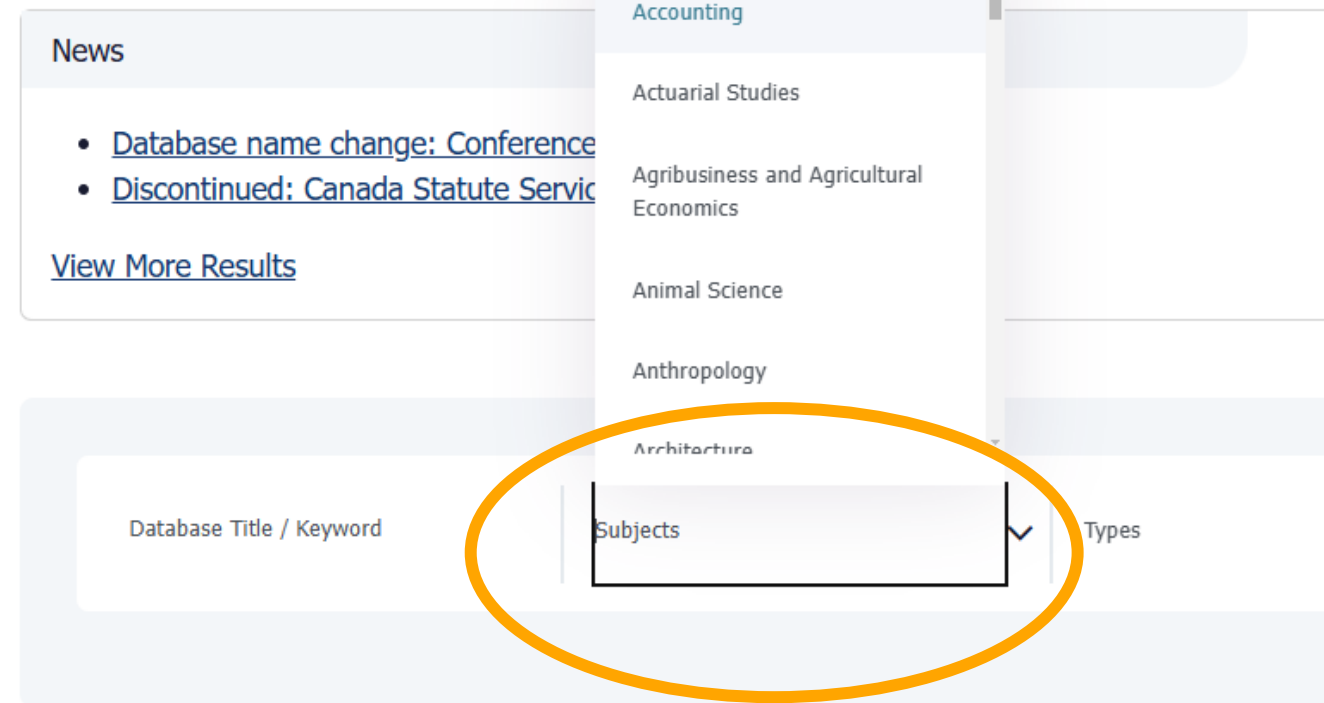
Save individual items as favorites

# Databases A-Z list

- A database is an organized collection of items focused on specialized, discipline- or subject-focused information
- Items can include articles, reviews, newspaper articles, government reports, books, book chapters, etc.
- UML includes over 600 databases
- Option to sort by subject area

## A-Z Databases

Find the best library databases for your res



News

- [Database name change: Conference](#)
- [Discontinued: Canada Statute Service](#)

[View More Results](#)

Database Title / Keyword

Accounting

Actuarial Studies

Agribusiness and Agricultural Economics

Animal Science

Anthropology

Architecture

Subjects

Types

**660 Databases**

# Subject Guides

## Browse subjects A-Z

0-9 **A** B C D E F G H I J K L M N  
O P Q R S T U V W X Y Z

### A

Accounting  
Actuarial Studies  
Agribusiness and Agricultural Economics  
Animal Science



- Created by subject (liaison) librarians to suit a specific UM subject areas (based on assignments, courses, research needs, etc.)
- Some guides focus on other writing and research support, including writing, citing, publishing, etc.
- Most guides will have links to other resources and subject databases


# Google Scholar Integration

Follow [these instructions](#) to learn how to sync Google Scholar with the UM Libraries for easy access to materials in our collection

|                                   |                                                                                                                                                                                                                                     |                                      |
|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| <a href="#">Any time</a>          | <b>Student perceptions of active learning</b>                                                                                                                                                                                       | <a href="#">Check Library Access</a> |
| Since 2024                        | <a href="#">A Lumpkin, RM Achen, RK Dodd - College Student Journal, 2015 - ingentaconnect.com</a>                                                                                                                                   |                                      |
| Since 2023                        | ... values of using <b>active learning</b> strategies, we assessed through an <b>action</b> research project in                                                                                                                     |                                      |
| Since 2020                        | ... We used <b>action</b> research to investigate <b>student perceptions</b> of the impact of <b>active learning</b> ...                                                                                                            |                                      |
| Custom range...                   | <a href="#">☆ Save</a> <a href="#">🔗 Cite</a> <a href="#">Cited by 377</a> <a href="#">Related articles</a> <a href="#">All 4 versions</a>                                                                                          |                                      |
| <a href="#">Sort by relevance</a> | <b>Effects of active learning classrooms on student learning: a two-year empirical investigation on student perceptions and academic performance</b>                                                                                | <a href="#">Check Library Access</a> |
| Sort by date                      | <a href="#">PHP Chiu, SH Cheng - Higher Education Research &amp; ..., 2017 - Taylor &amp; Francis</a>                                                                                                                               |                                      |
| <a href="#">Any type</a>          | ... The TLQ is a self-reported 7-point Likert-type questionnaire through which <b>students</b> ... of <b>learning</b> , four of which were used in this study, namely <b>student perception</b> of the in-class <b>learning</b> ... |                                      |
| Review articles                   | <a href="#">☆ Save</a> <a href="#">🔗 Cite</a> <a href="#">Cited by 174</a> <a href="#">Related articles</a> <a href="#">All 3 versions</a>                                                                                          |                                      |



# Citation Management Tools

- Format your references in almost any style in a word processing program such as Word or Google Docs (including in-text citations and bibliographies)
  - Easily switch from one style to another
  - Keeps you organized by storing all references in one place (citations and/or PDF files)
  - Popular citation managers include Zotero (free), Mendeley (free) and EndNote (discounted subscription available)
  - More information is available at the [UML guide on citation managers](#)
- 

# Subject Librarians

- For every subject at U of M, there is a specific librarian who has specialized knowledge about research, assignments and coursework in that discipline
- Librarians can help you with searching, evaluating information, citing your work, using the library, and much more
- Take questions via appointments (in-person or online) or through email
- To contact your librarian, find them by subject here: <https://umanitoba.ca/libraries/help-and-services/get-help>

Librarian



**Margaret Banka**

She/Her

**Email Me**

Schedule Appointment



# Ways to Get Help

- Ask a staff member at the front desk of any UM library
- Use the “Ask Us” virtual chat
  - Available on the Libraries’ homepage
- [Subject guides & librarians](#) (email or book an appointment)
- [Learn at the Libraries](#) (learn about writing, citing, searching & evaluating information)
- Attend a workshop or drop-in session







# Workshops and Drop-Ins






- **Workshops (online and in-person)**

- Graduate sessions [available here](#) for Winter 2025
- Upcoming topics include:
  - [Searching the Library – Advanced](#)
  - [Introduction to Mendeley](#)
  - [Introduction to Archives](#)
  - [Equity in attribution: How to incorporate citation justice principles into your research and writing](#)

- **Drop-Ins (Dafoe Library Brown Lab)**

- List of drop-in sessions [available here](#)
  - February and March
  - Wednesdays & Thursdays 1:00 – 2:00pm
  - No registration necessary
- 

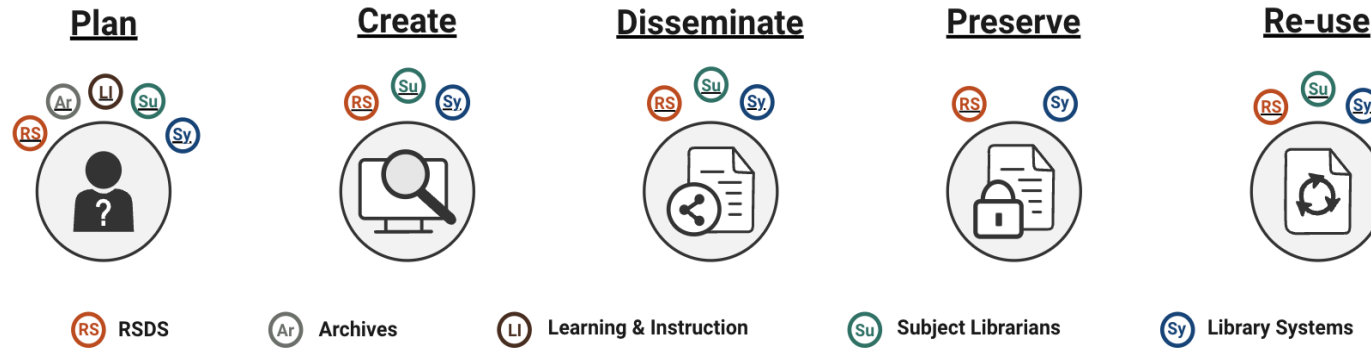


# Researcher Services



# Research lifecycle

The Libraries supports research at all stages of the research lifecycle. Click on each phase to learn more about these services.



<https://umanitoba.ca/libraries/research-lifecycle-um>

# 1. Plan

Plan ahead to better manage your data and anticipate your project requirements.

## Brainstorming

Find data, scholarship, collections, and supports to inspire your research

### Databases and collections to inspire your research



### Additional resources



## Research data management

Decisions related to research data management should start from the first stage of the lifecycle, and continue on throughout the research process. A Data Management Plan (DMP) can help you get started.

[Learn more about research data management](#)

### Guide: Write a Data Management Plan

Learn how to create a Data Management Plan to better articulate your long-term research goals.

### DMP Assistant

Create DMPs for Canadian funders using the University of Manitoba template in DMP Assistant

### DMP Tool

Create data management plans for US funders, such as NIH or NSF



## Data governance, retention, and compliance

Find ways to fund your research, ensure it complies with ethical practices, regulatory guidelines, and remains accessible throughout your research.

### Tools

Unsure where your data should live? Whether you're looking for storage solutions for active research, back-up, open data sharing, or preservation, making these decisions in the planning phase of your research can make your research process easier.

The Research Data Storage Finder can help you find a solution that works best for your research.

[Use the Research Data Storage Finder](#)

### Additional resources

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# Research Data Storage Finder

To use the tool, follow these steps:

**Step 1: Describe your data:** Answer a few questions to help us identify services that are suitable for your needs.

**Step 2: Select providers:** Choose the data storage providers you would like to compare

**Step 3: Compare providers:** Explore the details of the providers you have chosen.

**Step 1: Describe your data:** Answer a few questions to help us identify services that are suitable for your needs.

Clear Answers

## 1. What risk level is your data? ⓘ

- Restricted
- Protected
- Internal
- Public

## 2. What type of data storage are you looking for? ⓘ

- Active research
- Backup
- Open data sharing

**Step 2: Select providers:** Choose the data storage providers you would like to compare

Select all

Clear selections

### Dryad

An open source, community driven repository

### FRDR

A Canada-wide research data repository

### GREX (HPC)

UManitoba High Performance Computing (HPC) system

### MCHP Population Research Data Repository

Public health and population research

### MSpace

For scholarly works including theses, dissertations and research publications

### Open Science Framework (OSF)

An open platform and online collaboration

### RFHS Secure Research Environment (SRE)

A UM-hosted health research data

### UM Capacity Disk

A UM-hosted storage option for infrequently accessed data

### UM Dataverse

A UM-hosted repository for research collaboration and open data

### UM GISHub

A UM-hosted repository for geospatial data





## 2. Create

Put your plans into motion by creating or compiling high quality, well-managed research outputs.

### Create/collect

Whether you're creating new data, or asking new questions of old data, the Libraries can help you create or compile your research

#### Data viz guide

Learn how to visualize trends, choose tools, and get support when you need it

#### GIS guide

Learn how to find, use, analyze geospatial data, and communicate your research through mapping

#### GIS and data viz workshops

Find webinars and workshops offered by the Libraries

#### Creating your data

Learn how to create good data and securely manage it.

#### Data and statistics guide

Find data and statistics produced by Canadian governments and agencies.

#### Reference and citation management

Learn more about citation management software.







## Curate

Data curation involves actively managing your data throughout the research lifecycle to ensure that it is created, compiled and edited in a way that ensures your research remains understandable, usable, findable, accessible, interoperable, and re-usable throughout your project, and over the long-term.

Learn how to manage your data, keep it accessible, and usable, and extend its life for as long as possible by utilizing the Libraries' Guide to self-preservation.

### Curating your data

Find guidance on curating your data.

### Guide to self-preservation

Find guidance on how to future-proof your curated data.

### FAIR Principles

Ensure your data remains Findable, Accessible, Interoperable, and Reusable.

### CARE Principles

Guiding principles for research data related to Indigenous Peoples.

### First Nations Principles of OCAP®

OCAP® principles of data ownership, control, access, and possession.

### Format-specific curation guides

Peer-reviewed, format-specific curation guides developed by the Data Curation Network

### CURATED checklist

Curation steps developed by the Data Curation Network.

### Dataverse curation guide

This guide provides instructions on curating data ahead of deposit in Dataverse.

## Deposit

Items eligible for deposit include scholarly works, research data, open access publications, and geospatial data. More information on each of these data types is available below:

### UM deposit options



### Non-UM deposit options



### Not sure where to deposit?



### Take-down policy



## Open access

Open access (OA) refers to freely available, online information. Open access scholarly literature (journal articles and books) is accessible to everyone, with no access fees.

[Learn more about Open Access](#)

## Scholarly Communication

Scholarly communication is a broad term that encompasses many topics including publishing, authorship, research impact and academic profile management, among other topics.

[Learn more](#)



[Back to top](#)



## Author rights and compliance

When you publish your work through a publisher, you enter into an agreement with that publisher. Consequently, it's important to understand and negotiate your rights as an author of an academic work.

[Learn more](#)

## Copyright and intellectual property

Ensure your research complies with copyright law ahead of disseminating your work.

[UM copyright guidelines](#) →

[Copyright in thesis or practicum](#) →


[UM intellectual property policy](#) →

[Responsible conduct of research](#) →

[Tri-Agency Framework: Responsible Conduct of Research \(2021\)](#) ↗

# Open Access: Article Processing Charges (APC) Discounts

Territory acknowledgement Current students Faculty and staff Alumni Email News and events

 University of Manitoba Libraries

## APC Discount List

To publish in a gold open access journal title (i.e. the article is immediately publicly available with no embargo, full author rights retained), journals and/or publishers ask that authors pay an article processing charge (APC).

Search for Journal Title:   Results per page: 25 ▾


Search for Discount Value, Publisher AND/OR by Subject:

▾

▾

List ALL **9341** Journals

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 University of Manitoba Libraries help : [libraryresearchservices@umanitoba.ca](mailto:libraryresearchservices@umanitoba.ca) [Upload List Admin Log-in](#)

<https://apcdiscountwebapp.azurewebsites.net/>

## 4. Preserve

Ensure your data remains accessible and interoperable for as long as needed.

### Digital preservation services

The Libraries offers digital preservation services for research data. When you deposit and publish your data, the formats you use, and the length of time your data is required to remain accessible will impact how your data is preserved.

#### Guide to self-preservation

Learn how to extend the life of your research data so that it remains usable and accessible prior to applying formal preservation actions.

#### Digital preservation practices

Learn about the Libraries' preservation and practices to better understand how digital preservation services can support your research needs.

#### Research Data Storage Finder

Search for preservation storage options using the Libraries' Research Data Storage Finder.

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### Retention and disposition

At the end of your project, it's important to securely dispose of any research outputs that are not intended to be deposited and/or preserved, once its retention period has expired.

Deleting your data does not necessarily mean the information will remain inaccessible on your storage devices.

Ensure the secure destruction of your data

## 5. Re-use

Extend your work's impact by allowing yourself or others to build on your research.

### Rights, permissions, licenses

Data re-use can take many different forms depending on the specific permissions, rights, licenses, and agreements tied to your data.

#### Data re-use in UM institutional repositories



#### Creative Commons licenses



### Citations and persistent identifiers

#### Digital Object Identifiers (DOIs)

A Digital Object Identifier, or DOI, is a unique, persistent address assigned to a digital object, such as a journal article. It provides an entry point into your research outputs.

DOIs facilitate re-use by ensuring that your research outputs can be easily located, even when the URL or website that hosts your work changes.

#### Assigning DOIs in UM institutional repositories

DOIs can be generated for items deposited within the UM's institutional repositories.

In [MSpace](#), a DOI can be obtained on request.

[Request a DOI for MSpace](#)

In [UM Dataverse](#), DOIs are automatically generated when a dataset is uploaded and saved to your project dataverse.



# Find help throughout the lifecycle

Find resources and librarians to help you throughout your research.



## Libraries Research Services

For questions related to DMPs, open access, scholarly communications, licenses, persistent identifiers, or author support, contact the Research Services and Digital Strategies unit.



## GIS and Data Viz

For questions about geospatial data and data visualization, contact the Libraries' GIS and Data Viz Librarian.



## UML GIS Hub

For questions about UML GIS Hub, and related accounts and permissions, contact the Research Services and Digital Strategies unit.



## Data curation and preservation

For questions related to data curation, preservation, and retention, contact the Libraries' Digital Curation Archivist.



## Liaison support

For subject or discipline specific questions and support, as well as questions related to UM Dataverse, contact your Liaison Librarian.



## MSpace

For questions about MSpace, visit the MSpace Contact Us page.



## Researcher workshops

Watch recordings of past webinars on DMPs, deposits, curation, and more.



## Graduate student workshops

Take advantage of a variety of workshops to help you throughout your graduate program.



## GIS and data viz workshops

Information on past and upcoming GIS and data viz workshops.

## You may also want

[Research Services](#)

[Digital preservation services](#)

[GIS and data visualization services](#)

[Research Services and Digital Strategies blog](#)

[UM Research](#)

[Office of Research Ethics and Compliance](#)





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University  
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# Questions



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of Manitoba**

# Thank you

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