

Photography

A guide to finding information

The aim of this guide is to introduce you to the Library and the resources that will help you during your study of Photography at Oxford Brookes.

Getting started - Library homepage

<http://www.brookes.ac.uk/library/>

The screenshot shows the library homepage with several callout boxes:

- Need a journal, print or online? Find it here.** (Points to the 'Journal titles' menu item)
- Looking for a print book or e-book? Use this.** (Points to the 'LibrarySearch' menu item)
- Hunting for articles or images for your topic? Search a specialist database.** (Points to the 'Find a database' menu item)
- Find your reading list online and link directly through to LibrarySearch for each entry.** (Points to the 'Reading lists' menu item)
- LibrarySearch box** Search a range of Library content in one go. (Points to the search input field)
- Need help? If the Subject Help pages don't have the answer, contact your Academic Liaison Librarian.** (Points to the 'Subject help' menu item)

The homepage layout includes:

- SEARCH** navigation bar with items: LibrarySearch, Books & e-books, Journal titles, Find a database, Reading lists, Subject help
- LibrarySearch** section with a search box and a 'Go' button.
- QUICK LINKS** section with buttons for: Library services, Library users, Teach yourself, Research, Dissertations and theses, Virtual tour Headington Library, Referencing & plagiarism, EndNote, Exam papers, Interlibrary loans service, Feedback and comments, Site A - Z, Contact us.
- SUBJECT HELP** section with a call to action: 'Specialist help from your Academic Liaison Librarian' and an illustration of two people.

Finding books

LibrarySearch

The key to finding what the Library holds is LibrarySearch. It includes details of all the material held in this Library, as well as in many other libraries worldwide, and where to find it. Material held at Brookes will be prioritised in the result rankings. You can access LibrarySearch from terminals in the Library, any of the pooled computer rooms or off-campus at:

<https://oxfordbrookes.on.worldcat.org/discovery>

Most stock of relevance to Photography students will be found on Level 4 of the Headington Library, though other useful materials may be found scattered in several different places in the Library or at our other sites. LibrarySearch will tell you if an item is out on loan and, if so, when it is due back. Items on reading lists may have been put in the **Short Loan Collection** on Level 1; LibrarySearch will give you this information.

You can log in to LibrarySearch and then select **My Account** to see what you have on loan and check whether your holds (reservations) are ready for you to collect.

Using LibrarySearch

You can search for books using the author and/or key words from the title, eg. *Wells photography reader*. Search for journals and magazines by title, eg. *Aperture*. Search by name for people or institutions to find material by or about them, eg. *Martin Parr* or *Photographers' Gallery*. When you have run a search the side menu gives you the opportunity to focus your search, for example to a particular format or year. When you have found the item you need on LibrarySearch check to see that it is on the shelves. If it is, note down the full call number, also known as a shelfmark, including the letters at the end, eg. 770 PHO. If the item you need is on loan or at another site click the **Place Hold** button and make a reservation (hold).

Reading Lists

You can search for an online version of your reading list by module name or number. There will also be a link to it on Moodle. Items on the reading list are linked to LibrarySearch so one click will tell you the call number and whether the book is on the shelves.

Browsing

You may find it helpful, even inspirational, to go and look at the books on the shelves to see what is relevant to your work. Use the call numbers below to direct your browsing.

Useful call numbers for Photography

111.85	Aesthetics: philosophy
338.477	Creative Industries. See also 702.3
343.099	Media Law
346.0482	Copyright
700.1	Visual Culture. See also 306.47
701.17	Aesthetics
702.81	Artists' books

770	Photography
770.9	History of photography
771	Photography: techniques and equipment
778	Specific fields of photography
779	Photographic images
779.9907	Photojournalism
791	Film

Oversize books are shelved separately near the book sequence.

Print reference works

These can mostly be found in Zone C on Level 4 of the Library and are generally for reference use only.

Hershdorfer, N. (2015) *The Thames & Hudson Dictionary of Photography* 770.3 THA

Lenman, R. (2005) *The Oxford Companion to the Photograph* 770.3 OXF

More, G. (1998) *PhotoSpeak : a guide to the ideas, movements, and techniques of photography, 1839 to the present.* 770.3 MOR

Prakel, D. (2010) *The Visual Dictionary of Photography.* 770.3 PRA

Finding journal articles and more

Journals, magazines and newspapers

Photography journals and magazines can be found in the mobile shelving in the Basement. They are shelved in call number order (J 770 – J 779). All our journals can be found on LibrarySearch by searching under the title of the journal, use the **Journal titles** tab. To find individual journal articles on your topic - see Databases section below for guidance on tracing information in journals.

Newspapers can be useful sources of information for a wide range of subjects, including reviews of exhibitions and feature articles on artists. As they are published frequently, they are often the best sources for current, up-to-date information. More information on searching for news stories can be found on our *News and Current Affairs* web page:

<http://www.brookes.ac.uk/library/resources/news-and-current-affairs/>

Databases

The Library subscribes to a wide range of electronic databases, some of which contain details of journal articles (and sometimes book chapters, book reviews and conference proceedings) on particular subjects. You can search these databases using keywords to find details of relevant articles for your assignments and research. There are also image and audio-visual databases and online reference sources.

There are three types of database. The first and most basic type provides an indexing service only, providing sufficient bibliographic information (i.e. author and title of the article, the name of the journal, dates and pages) to locate the article. The second type also provides an abstract, a brief summary of each article's contents. The third type will provide the full text of the article.

Where articles are not available online in full text the next step is to check LibrarySearch for the titles of journals containing articles you wish to read. When you find the journal you are looking for it is important to check the holdings information to be sure that we have the issue you need. Sometimes we will have a

journal in both print and electronic format but the holdings information is likely to be different, you need to choose the format that covers the date you are seeking.

Databases can be accessed on pooled room computers in the Library or in any pooled computer room as well as from outside the University. Usually your Brookes login will be requested, details for those resources with a different login can be found via Library E-resources:

<https://sites.google.com/brookes.ac.uk/library-e-resources/home>

Select the **Find a Database** tab from the Library homepage to browse by subject or search alphabetically for the resource you need. Below is a list of the most useful databases for Photography:

Journal articles

Academic Search Complete

A generic database with good arts coverage. Particularly useful when your topic is cross-disciplinary.

Art Full Text

A highly recommended database. A good source for all aspects of photography. Covers material published from 1984 onwards, full text articles are available from 1997.

Communication & Mass Media Complete

Good for social aspects of photography. Also use for photojournalism.

JSTOR

This database provides an archive of full-text articles from a wide range of academic journals, including some key photography journals. JSTOR does not give access to issues which are less than 3-5 years old but is very useful for older journal articles.

Performing Arts Periodicals Database

A very significant database for the performing arts, containing over a third of a million references to journal articles and reviews. Surprisingly good for photography and photographers, particularly those working with the performing arts. Full text articles are available for about 160 journal titles.

Newspapers and magazines

LexisLibrary

The News tab of this legal database gives full text access to UK national and regional newspapers including the *Guardian*, *Independent*, *Times* and *Daily Telegraph*. It is an excellent source for reviews and arts news. It does not include images.

Factiva

International news database. Includes national and local newspapers and trade and professional journals from 152 countries in 22 languages. Also includes some images.

Vogue Archive

Access to the complete run of US Vogue from 1892 to the most recent edition. Contains over 400,000 pages produced as high resolution full colour images. Can be searched by name of photographer.

Reference sources

Oxford Dictionary of National Biography

An illustrated collection of articles providing the life stories of over 50,000 people who have shaped the history of the British Isles and beyond, from the earliest times to those who died in recent years. Includes photographers such as Bill Brandt, Lee Miller and Cecil Beaton. You can also search the images by artist.

Oxford Art Online

An encyclopaedia covering the visual arts from prehistory to the present day.

Oxford Reference Online

200 dictionaries and reference works published by Oxford University Press. Includes dictionaries of art and design and the Oxford Companion to the Photograph.

Resources for artists

a-n The Artist's Information Company

An invaluable resource for practising artists. Provides access to research, critical writings, artists' profiles and opportunities in the visual arts as well as a series of open interactive websites.

Image and audio-visual databases

ARTstor

More than a million images, covering a wide range of subjects. The images can be used in coursework and classroom presentations. Includes photography collections, such as Magnum photographs.

Box of Broadcasts (BoB)

If you have missed a television or radio programme that would be perfect for your assignment, search for it on BoB. This off-air recording and media service contains over 45,000 programmes.

Bridgeman Education

Provides art images that are available for educational purposes. Covers some 30,000 artists across all media. Well worth a look.

Referencing

Acknowledging your sources correctly is a very important part of any academic work you do, failure to do so can affect your marks and may leave you vulnerable to charges of plagiarism. The recommended style for Photography students is Harvard, which is an author/date style. Guidance is given in the student guide issued by the Fine Art Department. The Library produces a guide to citing your references using the Harvard system. The Library guide can be found in the Help Zone on Level 1 of the Library or online at:

<http://www.brookes.ac.uk/library/library-services/library-research-guides/>

For more detailed guidance you may wish to look at the following:

[Cite them right online](#)

Search for the type of resource you need to reference and you will be given clear examples of both in-text and reference list citations.

Pears, R and Shields, G. *Cite them right: The essential referencing guide* (11th ed.). Basingstoke: Palgrave Macmillan, 2019. 808.02 PEA

If you are still unsure you can talk to your tutor, your Academic Liaison Librarian (contact details below) or Upgrade staff. Upgrade is the University study skills service, for contact details and information about the help it offers go to:

<https://www.brookes.ac.uk/students/upgrade/>

Managing your references using EndNote

EndNote enables you to collect, store and manage references in your own personal 'Library'. There is a desktop version available on the Oxford Brookes network, and a web version freely available to all Brookes staff and students.

EndNote is recommended for anyone to improve efficiency when studying, doing research and creating bibliographies. You can enter references manually into your Endnote desktop/Web Library or transfer them directly from databases. References from your Library can then be inserted into your Word documents and used to create bibliographies in the style of your choice.

For more information, see our Library web pages at

<http://www.brookes.ac.uk/library/library-services/endnote/>

The Library runs drop in training sessions on Endnote Web, for times and dates see:

<https://www.brookes.ac.uk/library/library-services/endnote/endnote-help-and-training/>

Exhibition Catalogues

The Library holds exhibition catalogues from many of the major galleries. They are kept on the main shelves with the books. Use LibrarySearch to locate them, you can search by artist or gallery, e.g. *Cindy Sherman* or *National Portrait Gallery*.

Internet sites

There are a large number of art and design resources available on the internet. A selected list of internet sources of use to Photography students can be found via the Subject help page for Photography at:

<http://www.brookes.ac.uk/library/subject-help/photography/internet-sites-for-photography/>

Careers information

The Library has a number of books relating to careers for art and design graduates. Most will be found at the call number **702.3**. The following is a small selection of the most up-to-date books in stock:

Bhandari, H. (2009) <i>Art-work: everything you need to know (and do) to pursue your art Career</i> .	702.3 BHA
Branagan, A. (2017) <i>The essential guide to business for artists and designers: an enterprise manual for visual artists and creative professionals</i> . 2 nd edition.	658.022 BRA
Carniol, S. (2009) <i>Preparing for a career in media and design</i> .	741.6023 CAR
Clark, R. P. (2006) <i>Career opportunities in the visual arts</i> .	702.3 CLA
Gerber, A. (2017) <i>The Work of Art</i> ..	702.3 GER
Grant, D. (2015) <i>The Business of Being an Artist</i> . 5th edition.	702.3 GRA
Holmes, K. (2009) <i>Creative Industries</i> .	702.3 HOL
Jenkinson, M. (2016) <i>Photography Careers: finding your true path</i> .	E-book
Salmon, M. (2009) <i>Opportunities in visual arts careers</i> ..	702.3 SAL
<i>Writers' and artists' yearbook</i> . (2018)	070.58 WRI

Books on writing a CV can be found at 650.142. Books to help you with job interviews are at 650.144.

More information:

If you need any more information or help please contact your Academic Liaison Librarian, **Chris Fowler** by email, telephone or at her office, JHB 310, on Level 3 of the Headington Library.

Chris' full contact details are:

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