

University of Hawai'i at Mānoa

EALL 603J

**Bibliographical & Research Methods: Japanese**

Days, Time, Location: Wednesdays 13:30—16:00, (Hamilton Library Addition) Room A-156

Instructor:

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UHM Japan Collection: <http://www.hawaii.edu/asiaref/japan/index.htm>

**Course description:**

This course will introduce students to the wealth of information and resources, which will be primarily Japanese language but some English resources will be included. Through classroom discussions, assignments, and hands practice in the class, students will acquire the skills to locate, obtain, evaluate, and use information and resources for their research. Furthermore, students will receive an overview of Japanese publishing practices and how books and journals are created.

**Course objectives:**

Students will be able to:

- Understand how information and resources are organized in academic environments in North America and in Japan.
- Receive an overview of the Japanese publications system.
- Understand how Japanese books and journals are organized.
- Formulate and ask appropriate questions for individual information searches.
- Develop search strategies relevant to individual's information needs.
- Identify and locate appropriate resources to obtain information.
- Analyze and evaluate information sources.
- Organize, manage, and manipulate information.
- Examine issues and policies related to information.

**Learning Assessment (= Grade Breakdown):**

Class Attendance & Active Participation	20%
Assignments & Quizzes	40%
Final Project	40%
<hr/> Total	<hr/> 100%

## Assignments

- Assignment 1 (1/9): Reading: Read Rōmaji history & search tips & prepare for a quiz on 1/18  
<<http://www.hawaii.edu/asiaref/japan/online/reference.htm#tips>>
- Assignment 2 (1/9): Reading & prepare for a discussion on 1/18:  
Koide, Izumi. "Different cultures, different approaches to the organization of information: observations from an international crossroads," *Journal of East Asian Libraries*, no. 117 (February 1999):p99-104 & 6 unnumbered pages. Also access via  
<<http://www.lib.byu.edu/spc/jeal/index.html>> in pdf file.
- Assignment 3: Report your research interest & style manual choice to Bazzell & organization of information (due on 1/25)
- Assignment 4: Using encyclopedias & documenting research (due on 2/15)
- Assignment 5: Using dictionaries (due on 2/22)
- Assignment 6: Using special dictionaries (due on 3/1)
- Assignment 7: Developing key concepts (due on 3/8)
- Assignment 8: Developing search strategies (due on 3/8)
- Assignment 9: Finding books (due on 3/15)
- Assignment 10: Finding articles (due on 3/22)
- Assignment 11: Obtaining books and articles (due on 4/12)
- Assignment 12: Database evaluation (due on 4/12)
- Assignment 13: Print and electronic resources (4/19)
- Assignment 14: Internet resource evaluation (4/26)
- Assignment 15: Class Presentation of your final project (5/3)

## Quizzes

- Quiz 1: Rōmaji & word division (01/18)
- Quiz 2: Decoding citations (02/08)
- Quiz 3: Finding books and articles (03/22)
- Quiz 4: Library quiz (4/26)

## Final Project

The final project consists of two papers: (1) A short essay, which describes selected resources relevant to your selected topic. This will be the "literature review" of your topic. The literature review essay will start with a brief overview of your topic explaining the background, problems encountered, limitations, and so forth. A brief literature review of each resource used should follow, and at the end, there should be a bibliography in the style manual that you have chosen. The bibliography should be selective and include a variety of sources and formats (print, digital, web, etc.). (2) A journal essay describing how you created your bibliography of resources. This should include: an introduction, how you defined the topic, audience and scope, search terms and strategies, tools (resources) consulted such as Voyager online catalog, print sources, electronic sources, etc., databases, and selection process and evaluation criteria. This will be your information seeking journal during the course.

### **Required Textbooks (available in the Campus Bookstore and elsewhere)**

Inoue, Makoto. *Toshokan ni Kike*. Tokyo: Chikuma Shobo, 2004. (井上真琴著, 『図書館に訊け』、東京: 筑摩書房、2003 年刊)

Webb, Herschel. *Research in Japanese Sources: A Guide*. Ann Arbor: Center for Japanese Studies, U of Michigan, 1994. Asia Ref [Z3306 .W4](#)

Makino, Yasuko and Masaei Saito. *A Student Guide to Japanese Sources in the Humanities*. Ann Arbor: Center for Japanese Studies, U of Michigan, 1994. Asia Ref [DS806 .M32 1994](#)

### **Optional book**

International House of Japan Library, comp. *A Guide to Reference Books for Japanese Studies (Rev.)*. Tokyo: International House of Japan Library, 1997. (国際文化会館図書室編、『日本研究のための参考図書改訂版』、東京: 国際文化会館図書室、1997 年刊). Hamilton Library Asia Ref & Asia [Z3301 .G84 1997](#)

### **Class, Activity, and Assignment Schedule (Subject to Adjustment)**

**01/11**

**No Class (出張): Outside class activity**

Romanization (transliteration) of Japanese language, Cultural factors in research.

Read the followings:

1. Read Rōmaji history & search tips

<<http://www.hawaii.edu/asiaref/japan/online/reference.htm#tips>>

2. Koide, Izumi. "Different cultures, different approaches to the organization of information: observations form an international crossroads," *Journal of East Asian Libraries*, no. 117 (February 1999):p99-104 & 6 unnumbered pages. Also access via <<http://www.lib.byu.edu/spc/jeal/index.html>> in pdf file.

3. Exercise the following items of the Library Tutorials

<[http://www.sinclair.hawaii.edu/HTML/help/public\\_tutorials.html](http://www.sinclair.hawaii.edu/HTML/help/public_tutorials.html)>

(1) Your Voyager Account

(2) Preferences

(3) Saved Records

(4) Saved Searches

4. Exercise the following subject in the LILO Tutorial. <<http://www.hawaii.edu/lilo/>>

(1) Research Process (3 web pages)

**01/18**

Introduction Course objectives

Discussion on romanization, cultural factors & library skills (basic)

Survey on library terminology and functions

Library tour

[Quiz 1: Rōmaji & word division \(01/18\)](#)

Reading: Inoue, Ch. 1 & Ch. 2 pp.14-53.

**01/25**

Understanding library catalogs & bibliographic information

Glance at the history of Japanese books and formats

**Due: Assignment 3: Report your research interest & style manual choice to Bazzell & organization of information**

Reading: Inoue, Ch. 3 pp. 84-118, Ch. 4 pp. 146-162. Makino, Introduction pp. 2-8, Ch. 4 pp.39-45, Ch. 11. Webb. Ch. 1.

**02/01**

Understanding library catalogs & bibliographic information (cont'd)

In class exercises

**02/08**

Reference tools: preliminary research (encyclopedias, introductory books), documenting research

Discussion on Japanese publishing & publishers

**Quiz 2: Decoding citations**

Reading: Inoue, Ch. 4 pp. 120-143, Makino, Ch. 7 pp. 92-95.

**02/15**

Reference tools: language dictionaries

**Due: Assignment 4: Using encyclopedias & documenting research**

Reading: Inoue, Ch. 4 pp. 143-145, Makino, Ch. 7 pp. 76-92. Webb Ch. 6

**02/22**

Reference tools: names (including biographical information), places, dates, measurements

**Due: Assignment 5: Using dictionaries**

Reading: Makino, Ch. 6 & Ch. 9. Webb, Ch. 2, Ch. 3, Ch. 4, Ch. 5.

**03/01**

Developing Search Strategy

**Due Assignment 6: Using special dictionaries**

Exercise the following subject in the LILO Tutorial. <<http://www.hawaii.edu/lilo/>>

(1) Search Strategies (6 web pages)

**03/08**

Finding books & Obtaining books

**Due Assignment 7: Developing key concepts**

**Assignment 8: Developing search strategies**

**03/15**

Journals & finding articles, Obtaining articles

Taxonomy of Periodicals, Discussion on Japanese popular magazines, Japanese journal publishing

**Due: Assignment 9: Finding books**

**03/22**

Accessing/Acquiring materials, Finding Experts and Academic Societies

Due: Assignment 10: Finding articles

Quiz 3: Finding books and articles

Guest Speaker: Dr. Manabu Yokoyama, Notre Dame Seishin University

"Conducting Biographical Research"

**03/29**

**No Class (Spring Break)**

**04/05**

**No Class (出張 AAS Conference): Outside class activity**

Evaluation of English databases as assigned (paper & in class presentation on 4/12)

**04/12**

English Database evaluation & class presentation

Guest Speaker: Ms Izumi Koide, Director, Resource Center, Shibusawa Eiichi Memorial Foundation. Former Library Director of the International House of Japan

"Research and Research Materials"

Due: Assignment 11: Obtaining books and articles

Assignment 12: Database evaluation

**04/19**

Internet resources and usage (invisible web, portal, directories, search engines)

Evaluation of web sites (criteria)

Review & Preparation for the next week's quiz

Due: Assignment 13: Finding out Japanese libraries

**04/26**

Discussion: "Finding libraries and experts" assignment

More about Japanese books (新聞号外、年鑑、文学新聞、統計、世論調査、全文テキストデータベース)

Due: Assignment 14: Internet resource evaluation

Quiz 4: Library quiz

**05/03**

Copyright, issues of information environment and research (plagiarism) LILO exercise

Library skill survey (return the library survey conducted in the 1st class) & discussion

Course Evaluation

Due: Assignment 15: Class presentation of your final project

**Due: Final Project**