



## Learn Reference Work International Edition (Paperback)

By Lynn Farkas, Helen Rowe

Totalrecall Publications, United States, 2017. Paperback. Condition: New. Language: English . Brand New Book \*\*\*\*\* Print on Demand \*\*\*\*\*.A PRACTICAL STUDY GUIDE FOR WORKING IN LIBRARY REFERENCE SERVICES This combination textbook/workbook provides an introduction to reference work by covering the theory and principles of good reference service, major reference sources in both electronic and print formats, and basic reference skills and procedures. Learn Reference Work reviews all the major types of reference sources including dictionaries, encyclopedias, directories, yearbooks, handbooks, manuals, maps, atlases, and government documents. It examines the skills involved in conducting reference interviews, developing search strategies, communicating with patrons and evaluating reference services. After completing the practice exercises, readers should have a good understanding of what it means to work in a reference area, use a variety of reference tools and know the types of questions each is designed to answer. The content of this edition has been extensively expanded, with a stronger focus on electronic resources. New chapters are included on the search strategy, online resources, intergovernmental organizations with particular reference to the United Nations, and government documents in the United States, Australian and Canada. Also included are plentiful, clear explanations and examples; a glossary with simple definitions...



**READ ONLINE**  
[ 8.75 MB ]

### Reviews

*Unquestionably, this is the best operate by any article writer. It is really basic but surprises from the 50 % of the ebook. I realized this ebook from my i and dad suggested this ebook to discover.*

-- **Kacie Schroeder**

*This pdf could be well worth a read through, and a lot better than other. It is amongst the most incredible publication i have got read through. I discovered this book from my dad and i recommended this publication to discover.*

-- **Sadye Hill**