



Food and Agriculture Organization
of the United Nations

Access to Global Online Research in Agriculture: AGORA Basic Course

The AGORA programme, set up by the Food and Agriculture Organization of the UN (FAO) together with major publishers, enables developing countries to gain access to an outstanding digital library collection in the fields of food, agriculture, environmental science and related social sciences. AGORA provides a collection of more than 5700 key journals and 4100 books to 2800 institutions in more than 100 countries. AGORA is designed to enhance the scholarship of the many thousands of students, faculty and researchers in agriculture and life sciences in the developing world. AGORA is one of the four programmes that make up Research4Life: AGORA, HINARI, OARE and ARDI.

The AGORA Basic Course (new 2015) is a series of training modules for individual users, with presentations and hands-on exercises. See <http://www.fao.org/agora/training/en/> to access the individual modules in PPT. Most of the modules have exercises which follow, gathered in this document. If you need this document in Word format, it can be sent by email: for this, please contact us at AGORA@fao.org

The AGORA Basic Course

Module 0 [How to use the AGORA Basic Course](#)

Module 1 [Background information, registration, copyright](#)

Module 2 [Searching Skills: Evaluating Web Sites](#)

Module 3 [AGORA Portal](#)

Module 3 [Appendix: AGORA Portal – Access Problems and Solutions](#)

Module 4 [CAB Abstracts](#)

Module 5 [Summon Searching](#)

Module 6 [Using Scopus to Search for Articles](#)

Module 7.1 [E-journal and E-books Resources: E-journal, E-books and Internet Resources](#)

Module 7.2 [E-journal and E-books Resources: Free E-book Access](#)

Module 7.3 [E-journal and E-books Resources: Agriculture Gateways/Portals](#)

Module 7.4 [E-journal and E-books Resources: Other Useful Resources](#)

Module 8 [Publishers' Web Sites – Standard features](#)

Module 9 [Research4Life Training Portal](#)

Additional Resources: [How to Use AGORA](#)

Additional Resources: [Tips for Trainers](#)

Exercises for modules of AGORA Basic Course: (in this document)

Module 1&2 Exercises

Module 3 Exercises

Module 4 Exercises

Module 5 Exercises

Module 6 Exercises

Module 7 Exercises

Module 8 Exercises

Access to Global Online Research in Agriculture

Exercises for AGORA Basic Course Module 1: Background

Exercise 1

Usage Rules – True/False Answers

- Users can download or print 50% of the articles from a journal issue or e-book.
 - true___ false___
- Faculty and staff can be given the institutional User Name and Password.
 - true___ false___
- Students can be given the institutional User Name and Password.
 - true___ false___
- Institutional users can access AGORA while outside the country.
 - true___ false___
- AGORA articles can be used for instructional course reserve.
 - true___ false___
- AGORA articles can be distributed to other institutions or organizations.
 - true___ false___

Access to Global Online Research in Agriculture

Exercises for Basic Course: Module 2: Internet Searching and Evaluating Websites

Exercise 1

Search Techniques

- Go to **Google** (<http://www.google.com>) on the Internet
- In the **Search box**, enter the keyword search terms **bean**
- How many article citations have been identified?
- Enter **bean AND cultivation** into **Search box**
- How many article citations have been identified?
- Enter **bean AND cultivation AND Africa** into the **Search box**.
- How many article citations have been identified?
- Repeat these searches in **Google Scholar** (<http://scholar.google.com/>), note the number of citations and compare this to results in the **Google** search. Which search engine has more results?
- Note the different types of material listed in the two search engines.
- Complete a **Google Search** (<http://www.google.com>) **with your own keyword terms**. If necessary use the **AND** term to limit your search.
- What keyword search did you complete and how many article citations were identified?
- Repeat this search in **Google Scholar** (<http://scholar.google.com/>), note the number of citations and compare this to results in the **Google** search.
- Note the different types of material listed in the two search engines.
- When would you use **Google** or **Google Scholar** for a keyword search of Internet material?

Exercise 2

- Go to the initial page of **Food and Agricultural Organization** - (<http://www.fao.org/home/en/>)
- There are five criteria for evaluating agriculture related websites: **Accuracy, Authority, Currency, Coverage and Objectivity**. Note – this is your opinion of the website. What do you think of the website using these criteria?
- On a **1 (poor) to 5 (excellent)**, evaluate FAO's website (www.fao.org/home/en/):
 - **Accuracy** _____
 - **Authority** _____
 - **Currency** _____
 - **Coverage** _____
 - **Objectivity** _____
 - **Design/Navigation** _____
 - **Total** _____

Note: a score of 25-29 is excellent, 20-24 very good, 15-19 average, etc.

- Choose an **agriculture related website of interest to you**. For example, you can open the International Association of Agriculture Information Specialists (www.iaald.org/) Open this website.
- Evaluate this website using the same **1 (poor) to 5 (excellent)** scale:
 - **Accuracy**_____
 - **Authority**_____
 - **Currency**_____
 - **Coverage**_____
 - **Objectivity**_____
 - **Design/Navigation**_____
 - **Total**_____
- Will these criteria be useful to you for evaluating agriculture related websites? What other criteria would you add?

Updated January 2015

Access to Global Online Research in Agriculture

Exercises for AGORA Basic Course Module 3: AGORA Portal

Exercise 1

- Go to the initial page of **AGORA** (<http://www.aginternetwork.org/en/>)
- Click on the **LOGIN** button to access the full-text journals
- This will take you to the **AGORA** login page.
- When the login page opens, enter your **institutional AGORA User Name and Password** into the login boxes and then click on the **Login** button to access the **AGORA** site.
- Logging in to **AGORA** will provide authentication to the publishers so that you can access full text articles and other resources via the project's website. If you do not register using your institution's User Name and password, you will **not have** access to the full text articles but only the citations. If you do not login, there will be a **'Please log in to access AGORA'** message with the **Log in** icon.

Exercise 2

Accessing Journals by Title

- From the **AGORA Content** page, go to the **Journals collection A-Z** list.
- Find the ***Journal of Agricultural and Urban Entomology*** clicking on **J**.
- Select it from the list by clicking on the title.
- The ***Journal of Agricultural and Urban Entomology*** will open on the publisher's website.
- What is the date, volume and issue number of the latest issue?
- Select an article from the latest issue available to you and open the full text.
- What are the title and author of the full-text article you viewed?
- Why you were interested in this article and could colleagues at your institution use the information?
- When you have finished, return to the **AGORA Content** page.

Exercise 3

Accessing Journals by Title

- From the **AGORA Content** page, go to the **Journals collection A-Z** list.
- Find a **journal of interest to you** by clicking on the appropriate letter of the alphabet
- Select it from the list by clicking on the title.
- The **chosen journal** will open on the publisher's website.
- What is the title, date and volume and issue number of the latest issue?

- Select an article from the latest issue available to you and open the full text.
- What are the author, title and publisher of the full-text article you viewed?
- Why were you interested in this article and could colleagues at your institution use the information?
- When you have finished, return to the **AGORA Content** page.

Exercise 4

Accessing Journals by Subject Category

- From the **AGORA Content** page, click on the **Subject** list from the page's horizontal bar. A drop down menu will appear.
- Display the list of **Agriculture** journals by clicking on that word.
- Approximately how many journals are listed in this broad subject category
- Select the journal **Plant Science** from the list by following the hyperlinked title.
- **Plant Science** will open on the publisher's website.
- Select an article from the latest issue available to you and open the full text.
- What are the title, author and publisher of the full-text article you viewed?
- When you have finished, return to the **AGORA Content** page.

Exercise 5

Accessing Journals by Subject Category

- From the **Subject** list, choose a subject that is of interest to you.
- Which subject did you choose? Name three journals that are of particular interest to you.
- What other **subject** listings would be of interest to you?
- When you have finished, return to the **AGORA Content** page.

Exercise 6

Using the Publishers list option

- From the **AGORA Content** page, click on the **Publisher** list from the page's horizontal bar. A drop down menu will appear.
- Open the list of journals for the publisher **Bioline International**.
- In AGORA, approximately how many journals are available from this publisher?
- What titles would be of interest to you or someone at your institution?
- From a title of interest to you, select the latest Issue and choose an article to open in full text.
- What are the title, author and issue of the full-text article you viewed?
- Return to the **Publisher** list.
- Click on a **publisher** of interest to you.
- Which AGORA journals listed are of specific interest and why?
- When you have finished, return to the **AGORA Content** page.

Exercise 7

Confirming access to full-text articles in AGORA

- From the **AGORA Content** page, go to the **Journals collection** A-Z list.
- In the appropriate alphabetical letter for the journal title, look the titles listed below:
 - Sauerborn. J. et.al (2007) The role of Biological Control in Managing Parasitic Weeds. *Crop Protection*. 26 (3): 246-254
 - Marzia A. etal (2007) Effects of ventilation rate and of dietary protein level in an intensive dairy sheep system on the features of Canestrato Pugliese cheese. *Journal of Dairy Science* 74 (1): 26-33
 - Alene. A.D. etal (2006) The efficiency of traditional and hybrid maize production in Eastern Ethiopia: an extended efficiency decomposition approach. *Journal of African Economies*. 15 (1); 91-116
- Which of these full-text articles are available via AGORA?
- When you have finished, return to the **AGORA Content** page.

Exercise 8

Accessing a chapter of a full-text book in AGORA

- From the **AGORA Content** page, go to the **Books collection** A-Z list.
- Opening the appropriate alphabetical list, find the ***Handbook of Farm, Dairy, and Food Machinery*** (2007).
- What are the names of the authors?
- From the **Books collection** A-Z list, open another alphabetical list of books.
- Which book titles would be of interest to you?
- When you have finished, return to the **AGORA Content** page.

Updated January 2015

Access to Global Online Research in Agriculture

Exercises for AGORA Basic Course: Module 4: CAB Abstracts

Exercise 1

Using the CAB Abstracts Database

- From the **AGORA Content** page, click on to the **Search inside AGORA full-text using CAB Abstracts** link.
- Remember you must have completed the Login or you will not be able to access the full-text articles identified by CAB Abstracts.
- Enter the search terms **maize AND marketing** in the **Search** box and click on **Search**.
- In the search results, what is the total number of citations displayed? How many are on the initial display page?
- From the search results page, how would you access the full-text articles?
- Would the search results be of interest to you or someone at your institution?
- When you have finished, return to **CAB Abstracts**. Use the web browser's **back** button or, if necessary, click on **AGORA full-text using CAB Abstracts** link from the **AGORA Content** page.

Exercise 2

Using the CAB Abstracts Database

- In **CAB Abstracts**, enter a **search term(s) of interest to you** in the **Search** box and click on **Search**.
- What is the name of the search? In the search results, what is the total number of citations displayed?
- For an article that is of interest to you, click on the **full text** button.
- Were you able to view the full-text of this article?
- What are the title, author, issue and publisher of the article you have opened?
- When you have finished, return to **CAB Abstracts**. Use the web browser's **back** button or, if necessary, click on **AGORA full-text using CAB Abstracts** link from the **AGORA Content** page.

Exercise 3

Using the CAB Abstracts Search Wizard

- In **CAB Abstracts**, click on the **Search Wizard** box.

- In the 1st **Search Wizard** box, enter **bean** and click on **required** in the required or optional drop down menu. In the 2nd box, enter **cultivation** and click on **required**. For both lines, leave **Any** in the initial type of data box.
- Click on the **Search** button.
- What is the number of citations for this search?
- What other term or terms can you add to the **Search Wizard** boxes – to further refine this search?
- Add this term(s) in the box and click on the **Search** button?
- What is the number of citations for this refined search?
- In the initial type of data box, change **Any** to **Abstract**
- What is the number of citations for this **Abstract** search?
- When you have finished, return to **CAB Abstracts**. Use the web browser's **back** button or, if necessary, click on the **AGORA full-text using CAB Abstracts** link from the **AGORA Content** page.

Exercise 4

Using the CAB Abstracts Search Wizard

- In **CAB Abstracts**, click on the **Search Wizard** box.
- In the 1st **Search Wizard** box, enter **a term of interest to you** and click on **required** in the required or optional drop down menu. In the 2nd box, enter **a 2nd term** and click on **required**. For both lines, leave **Any** in the initial type of data box. If you wish, you can add a **3rd term** in a separate box.
- Click on the **Search** button.
- What is the name of the search? What is the number of citations for this search?
- Does the search have the type of material you are looking for?
- If the search is too broad, what other term or terms can you add to the **Search Wizard** boxes?
- Add this term(s) in the box and click on the **Search** button?
- What is the number of citations for this refined search?
- In the initial type of data box, change **Any** to **Abstract or a limit of your choice** (if appropriate).
- What is the number of citations for this **limited** search?
- When you have finished, return to the **AGORA Content** page.

Access to Global Online Research in Agriculture

Exercises for AGORA Basic Course Module 5: Summon Searching

Exercise 2

- From the AGORA Content page, click on **Search inside AGORA full-text through database and article searching** drop down menu. Then click on **Summon AGORA Search (pilot)**.
- In AGORA/Summon, enter **soil nutrients AND Africa** in the **search box** and click on **Search**.
- What is the number of search results?
- From the **Content Type** (left column), how many are **journal articles** or **conference proceedings** or **reports**? Which types of articles would be of interest to you?
- For one of the citations, display the **Preview** option which is the magnifying glass to the right of the title. Is this abstract of use to you?
- In the **Refine your search** option (top left column), check the box for **Limit to articles from scholarly publications including peer-review** or ones of interest to you.
- What is the number of search results? Is this smaller than the original search results number? If smaller, is the number significantly lower?
- In the **Content Type** option, check the box to limit the search to **Journal Article**. What is the number of the search results?
- In the **Publication Dates** option (scroll down left column), limit the search by typing in a **date, month and year** (e.g. 01 01 2014) in the date boxes. Remember that you must uncheck the previous limits (**Refine your search** and **Content Type**) or these limits will remain in the new **Publication Dates** search.
- How many articles were in this **Publication Dates** limit?
- Remember that while some articles may be accessible directly from Summon, you will need to return to the **AGORA Content** page and the **Journal collection A-Z** or **Publisher** lists – to see if the access to journals/articles has been granted by the publishers. What is available will be noted in the **Accessible Content** list.

Exercise 2

- From the AGORA Content page, click on **Search inside AGORA full-text through database and article searching** drop down menu. Then click on **Summon AGORA Search (pilot)**.
- In AGORA/Summon, enter a **search of interest to you** in the **search box** and click on **Search**.
- What is the number of search results? How many **Journal Article** and **Book/eBook** citations are listed?

- In the **Content Type** option, check the box to limit the search to **Journal Article** and **any other options you choose**. What is the number of the search results?
- In the **Publication Dates** option (scroll down left column), limit the search by typing in a **date, month and year** (e.g. 01 01 2014) in the date boxes. Remember that you must uncheck the previous limits (**Refine your search** and **Content Type**) or these limits will remain in the **Publication Dates** search.
- How many articles were in this **Publication Dates** limit?
- Are there other ways you would like to limit this search?
- Remember that while some articles may be accessible directly from Summon, you will need to return to the **AGORA Content** page and the **Journal collection A-Z** or **Publisher** lists – to see if the access to journals/articles has been granted by the publishers. What is available will be noted in the **Accessible Content** list.

Updated January 2015

Access to Global Online Research in Agriculture

Exercises for AGORA Basic Course Module 6: SCOPUS Bibliographic Database

Exercise 1

Using the SCOPUS (Elsevier) Bibliographic Database

Note: the publisher may not offer this database to your country or institution

- From the **AGORA Content** page, open the **Search inside AGORA full-text through database and article searching** list. Once opened, click on **Scopus (Elsevier)**.

Note: The publishers may not have granted access to **SCOPUS** for your institution/country and would not be able to complete these three assignments.

- Remember you must have completed the Login or you will not be able to access the full-text articles
- In the Document search boxes, enter **soil leaching** in the **Search for** box. For now, retain the default information in the other boxes (Article Title, Abstract, Keywords). In the **Limit To** search boxes, also retain the default information (Published in All years to present, Document Type All and check boxes in all the Subject Areas)
- Click on the **Search** button.
- What is the number of **Document Results** for this search?
- From the left column, which **Year** has the most publications and which **Author name** has published the most? Note that you can use the **search within results** option and there also is an **Advanced search** alternative.
- Click on **Show all abstracts** next to the **Documents results**.
- Does Scopus have more or less citations than the same search in CAB? Remember, you will need to go to AGORA to access many of the full-text articles - from the **Journals collection A-Z** list.
- Return to the **Scopus search** page. You can use the web browser's **back** button or, open the **database and article searching** list and, once displayed, click on **Scopus (Elsevier)**.

Exercise 2

Using the SCOPUS Bibliographic Database – Adding Limits

- On the **Scopus search** page, we will add other limits to the current **soil leaching** search. Make sure you have returned to the **Search** page.
- In the **Date Range Limit To** search boxes, change the **Published in** to **2010 to present**. Click on the **Search** button.
- What is the number of **Documents results** with this additional limit?
- Return to the **Scopus search** page using the **back** button.

- In the **Limit To** search boxes, change the **Document Type** to **Article or Review**. Click on the **Search** button.
Note: most of these limits can be applied using the **Refine Limits** column on the left side of the results page.
- What is the number of **Documents results** with this additional limit?
- Return to the **Scopus search** page using the **back** button.
- In the **Limit To** search boxes, **delete** the **check boxes** for **health sciences** and **social sciences and humanities**. Click on the **Search** button.
- What is the number of **Documents results** with this additional limit?
- Have these options made the Scopus search more precise?
- Return to the **Scopus search** page. You can use the web browser's **back** button or, open the **databases and article searching** drop down menu and, once displayed, click on **Scopus (Elsevier)**.

Exercise 3

Using the SCOPUS Bibliographic Database

- In the **Scopus** Document search boxes, enter a **search of interest to you** in the **Search for** box. For now, reset the default information in the other boxes (Article Title, Abstract, Keywords in **Search for** box). In the **Limit To** search boxes, also reset the default information (Published in All years to Present, Document Type All and check boxes in all the Subject Areas)
- Click on the **Search** button.
- What is the name of the search? What is the number of **Document Results** for this search?
- Does the search have the type of material you are looking for?
- Return to the **Scopus search** page. You can use the web browser's **back** button.
- If you wish, change the defaults In the **Limit To** search boxes.
- **Note:** limits can be applied using the **Refine Limits** column on the left side of the results page.
- What is the number of **Document Results** for this revised search?
- What **Limit To** search boxes did you change?

Updated January 2015

AGORA: Workshop Exercises and Activities

Exercise 7: Publishers' Website Features

Participant's Worksheet-Hands-on exercises

In this session we will work as individuals or in pairs (depending on the number of participants and terminals available) and use the computers to practise using the publishers' websites.

Document Notes

Author ITOCA
Date Last updated 10 June 2012

Summary

On completion of this session the learner will have:

1. Downloaded citations and found full-text for references to an article
2. Registered for personalised services on Wiley Library website, signed up for email table of contents alerts
3. Searched for citations on a subject across all Wiley Online Library journals (including those for which AGORA does not provide access)
4. Saved the search and set an alert

Step 1

1.1. Exercise explained

With the guidance of the facilitator, individuals or pairs of workshop participants will undertake hands-on work using the computer lab to practice navigating, retrieving articles from, and utilising special features found on publishers' websites. Users should record the answers to any questions in the spaces provided in this handout. A short report back and discussion of using the publishers' websites will be conducted at the end of this session.

Hands-on duration: 40 minutes,

Report back and discussion: 10 minutes.

1.2. Objective

To navigate, retrieve articles from, and utilise special features found on publishers' websites.

1.3. Task



Use the publishers' websites to perform the tasks and answer the questions below. This will involve using the various features of the publishers' websites available through AGORA.

Step 2

2.1 Saving citations and finding full-text of references

Log into AGORA and, from the **Find journals by title** A-Z list, find the following issue of this journal: *Environmental Microbiology* 6 (5). When you have located the issue, put checkmarks in the boxes beside the first three articles. Choose Download to Reference Manager. Download both the citation and the abstract for the articles. If you have a bibliographic reference manager like EndNote or ProCite, export the citations in that format. If you do not have one, export them in the general reference manager format and save them to the Desktop. Make sure Direct Import is checked then download the citations.

Return to the table of contents page. Your citations should no longer be checked. Choose the References link for the first article. Find the full-text of one of the references.

From AGORA's **Find journals by title** A-Z list, locate the journal issue with the following citation:

Roth, Robin. (2004) On the colonial margins and in the global hotspot: Park-people conflicts in highland Thailand. *Asia Pacific Viewpoint*. 45 (1:) 13-32. Try to access the references or the full-text PDF. What message do you get?

2.2 Registering for publishers' sites and utilising personalised features

- Go to the blue main navigation bar at the top of the page on the Wiley Online Library site (**ADD URL**) and choose the Register button (or, if you are already a registered Wiley user, log in and skip the next step).
- Fill out the registration form completely and note your username and password somewhere private and accessible only to you.
- Pick two or three journals for which you would like to receive e-mailed tables of content and click Submit.
- Once you log in, your name will appear at the top of the page.
- From either AGORA's **Find contents by subject category** or **Find contents by publisher** drop down menus, go to the homepage of a Wiley journal in your area of interest. Add that journal to your favorites and add it to your table of contents alert list.

- Pick a recent issue and article and email yourself or someone else the article and then add the article to your list of favorite articles.
- Go to Wiley's Advanced Search. Run a search on a topic of interest to you. Highlight and download a few citations. Via **the Find journals by title** A-Z list, check AGORA to see if you have access to the journals or publications for these citations.
- Save the search by giving it a name, clicking on the box beside the following statement, "YES, I would like to be alerted by email when an article matching my search criteria is published online," and choose how often you would like to be alerted.

Updated: 2006 06

Questions? Please contact agora@fao.org

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