

**E-RESOURCES TRAINING WORKSHOP FOR RESEARCH SCIENTISTS FROM 13  
INSTITUTES OF THE COUNCIL FOR SCIENTIFIC AND INDUSTRIAL RESEARCH OF  
GHANA**



**ORGANISED JOINTLY BY SAVANA SIGNATURES & GINKS**



**SUPPORTED BY**



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### ***Disclaimer***

*This document is a working document containing proceedings of the E-resources Training Workshop for Research Scientists in Ghana, organized at the Council for Scientific and Industrial Research – INSTI, Accra from 17<sup>th</sup> – 18<sup>th</sup> April, 2012. Information in this document does not necessarily reflect a policy or an opinion of Savana Signatures, GINKS and INASP.*

## 1 INTRODUCTION

Savana Signatures (SavSign) and the Ghana Information Network for Knowledge Sharing (GINKS) with support from the International Network for the Availability of Scientific Publication (INASP) is building the capacity of Staff of Council for Scientific and Industrial Research (CSIR) through an Evidence Informed Policy Programme. This training programme targets a total of 25 staff from 13 Institute under CSIR. The institutes are as follows;

1. Animal Research Institute
2. Crops Research Institute
3. Food Research Institute
4. Oil Palm Research Institute
5. Savannah Agricultural Research Institute
6. Institute of Industrial Research
7. Building and Road Research Institute
8. Institute for Scientific and Technological Information
9. Science and Technology Policy Research Institute
10. Soil Research Institute
11. Water Research Institute
12. Plant Genetic Resources Research Institute
13. Forestry Research Institute of Ghana

Already, a Sensitization Workshop has been held the 8<sup>th</sup> of March 2012 in Accra. The sensitization workshop targeted the Directors of the various Institutes under the Council. This was then followed with an information literacy training workshop from the 26<sup>th</sup> – 30<sup>th</sup> March 2012 for research scientists. This workshop, an e-resource 'hybrid' module, will be followed later with an Evidence Informed Policy Writing workshop.

## **1.1. INTRODUCTION TO INFORMATION LITERACY**

The Director of Savana Signatures, Mr. John Stephen Agbenyo, explained to participants that the two day training session was going to be practically oriented. He explained that the only presentation that was going to be made was just for the participants to have a general idea of what e-resources are and how this could benefit them in their work. He explained that the focus of the training will be on introducing participants to reliable sources of information online and also develop their skills to:

- Describe the different types of e-resource
- Contrast their features and functionality
- Describe the different access routes for electronic resources
- Identify some of the access options available within developing countries
- Access scholarly electronic resources

Mr. John Stephen Agbenyo explained that an electronic resource is an electronic information resource that one can access through the Internet. It includes electronic journals, databases and electronic books, websites, subject gateways.

On the advantages of e-resources, participants brainstormed and came up with the following advantages;

- Has a lot of information available
- It is up to date
- It is always available

Mr. Agbenyo added the following as the advantages of e-resources;

- It presents or improves on the research and ICT skills of the user
- Lots of information to choose from and well organised

On the disadvantages of the use of e-resources, the following were discussed

- Must have computers and Internet connection
- Information Literacy skills is required
- Good or reliable bandwidth is needed
- Needs to have a reliable electricity supply
- Needs ICT skills

## **2.1 USE OF DROPBOX**

As an outcome from the Information Literacy Training Workshop during which participants requested for an introduction to the use of dropbox, participants were taken through the use of dropbox. This session was facilitated by Joseph Kpetigo of GINKS.

Participants were taken through the following:

- How to download and install the dropbox software
- How to upload files on a dropbox installed computers and remotely online
- How to do file sharing

## **2.2 HANDS ON SESSIONS ON E-RESOURCES – modules treated**

The following sessions were facilitated by Inusah Ibrahim of GINKS.

**Module 1:** Discussion on ELDIS and Group Presentation

**Module 2:** Discussion on ODI and SciDev.Net + Group Presentation

**Module 3:** Discussion on UNdata and UIS

The methodology used for the above modules included brainstorming, practical sessions, group discussions and group presentations.

## APPENDICE – MODULE 1

<http://eldis.org>

### E-Resources - Module 1

#### ELDIS - Introduction

The ELDIS website has a number of sections. Where are the links to these sections on the homepage?

#### What Is ELDIS?

1. Imagine that you've heard about ELDIS from someone, and you're not sure if it's a valuable or even reliable resource. Which link on the website would you click?
2. How many documents does the ELDIS website contain?

#### The Homepage

Look at the 'Topics' section in the middle of the page. Read the definition of 'Resource guides' and 'Dossiers' given there. Then look at the list of topics underneath. How are the topics categorized?

- The topics are just listed alphabetically.
- The topics are listed in a random order.
- The topics are listed alphabetically. Further, some of the topics are 'resource guides' and some are 'dossiers'.

#### 'Topics' Section

Which of the following statements is the best description of the page on 'Influencing policy'?

1. There are a number of random links on the page
2. The information is sorted by the category to which it belongs
3. The highlighted feature (the most prominent link at the center of the page) summarizes all the content available in this section

Which of the following statements best describes your opinion of the information available?

1. There's too much information, and I don't know where to start!
2. I can understand the way the information is presented. If I have enough time, I think I'll be able to find something useful.
3. I don't think the information will be useful for me.
4. I've already found useful information!

#### Homepage - 'Highlights'

Select the correct statement from the list below.

1. The 'highlights' section has information that is not part of the 'topics' section.
2. The 'highlights' section is actually a selection of links in the 'topics' section.
3. The 'highlights' section is more important than the 'topics' section.
4. The 'highlights' section is more reliable than the 'topics' section.

## **'What's New' Page - 'Country Profiles' Section**

This section has information for different regions and different countries. Is the below statement true or false?

All the countries and regions of the world are covered.

1. True
2. False

## **Making Sense**

*Select Vietnam in the dropdown box under 'East Asia and Pacific'.*

*At the outset, there's nothing very obvious about Vietnam. But the information is within the various links on the left. Try clicking on 'Education'. In the central panel, you'll see two links:*

- *ELDIS education*
- *BLDS education collection*

*Click on ELDIS education. A new page will open with many links about education in Vietnam! The links take you to documents that are authoritative, reliable sources of information*

*Go back to the main 'Vietnam' page. Scroll down the page until you see the second set of links on the left, under the heading 'General profiles on Vietnam'. Try clicking on one of the links. It will open in a new page. Once you look at it, come back to this page and answer the following question.*

*What did you find?*

1. A page with some information opened, but it wasn't about Vietnam.
2. A page opened with some information about Vietnam.
3. I got an error message / I didn't get any information!

## **ELDIS Communities**

1. How many members are in ELDIS communities?
2. How much does membership cost?
3. Can anyone become a member?

## **Searching for Information**

Try finding the search feature on the ELDIS homepage. Where is it?

## **Country Search**

1. How many results came up when you searched for your country?
2. Are the results categorized in any manner?

Did you find any useful information?

## ELDIS Insights

Which of the following is the best description of *insights*?

1. It contains personal insights from the authors of the ELDIS website.
2. It contains an overview of recent research that's relevant for policy makers.
3. It's just a fancy part of the ELDIS website.

## Dead Ends

What should you do when you reach an information dead end on a website e-resource?

What do you think about the ELDIS website? Would it be useful to you? Which sections of the website are particularly useful? Write down answers to these questions for the discussion session.

## MODULE 2

### E-Resources - Module 2: ODI & SciDev.Net

<http://www.odi.org.uk/>

#### What Is the ODI?

#### 2. Which of the following is the best description of the ODI?

- ODI is an independent think tank, based in Britain, that focuses on international
- a. development and humanitarian issues.
  - b. ODI is a church-funded organization, based in Britain, that focuses on international development and humanitarian issues.
  - c. ODI is a for-profit organization that provides services for developing countries.

#### Free or Paid?

Spend a few minutes looking at the resources page. Look at the different parts of the page - left, right, center - and scroll down. Which of the following statements is the best summary of the resources available? You can click on any of the links on the resources page to help you find the answer.

- All the resources are free to access.
- There is an emphasis on selling resources, as indicated by the "ODI sales bookshop" link.
- A substantial volume of resources is free, but hard copies of resources, books, and journals need to be paid for.
- Some resources are free, but most need to be purchased.

#### 3. What is in a page containing a resource?

Take a look at the section on the right in the ODI resource page below. There are different types of resources - ODI briefing papers, HPG policy briefs, and so on. Let's take a look at one of these. Click on 'ODI Briefing Papers', Scroll down and click on one of the resources available. Once you find a page that describes a resource, choose the best answer to the following question. Answer the question below.

What is in a page containing a resource?

- A short summary
- A short summary, a link to download the entire resource as a PDF file
- A short summary, a link to download the entire resource as a PDF file, a link to give feedback on the resource
- A short summary, a link to download the entire resource as a PDF or MS Word file, a link to give feedback on the resource

### **A Useful Category**

On the main resource page, the resources are categorized under many headings (ODI briefing papers, HPG policy briefs, and so on). It's not really necessary to understand the categorization if you're looking for specific information.

If you look at the 'resources search' area to the left (you may need to scroll down), you'll notice that you can find resources based on different criteria. This could be a useful tool for you to find the resources you need!

Let's say you are looking for information on water and sanitation issues. Which of the categories in the 'resources search' column could offer the quickest way of finding resources on this topic?

- Flagship resource series, Type, Themes, Country

<http://www.scidev.net>

### **SciDev.Net**

Which of the following best describes the information available on SciDev.Net?

- a. The website contains reliable and authoritative information on development issues.
- b. The website contains reliable and authoritative information on science and technology for the developed world.
- c. The website contains reliable and authoritative information on science and technology for the developing world.

### **In which languages is SciDev.Net available?**

#### **Information by Categories**

Assume that you live in Africa, and you're looking for information on Sub-Saharan Africa on SciDev.Net. What's the quickest way to do this?

The information on SciDev.Net is categorized by region and topic. How many are the topics?

### Copyright

Which of the following best describes the way in which you can use information from SciDev.Net?

- a. You can copy, distribute, and display the work, and you can also make derivative works. The condition is that you must give the original author and source credit.
- b. You cannot copy or distribute the work.
- c. You can copy, distribute, and display the work, and you can also make derivative works.

## MODULE 3

### E-Resources - Module 3

<http://data.un.org>

1. What is the slogan or tag line of UNdata? You don't need to click on any links to find the answer to this.
2. Which of the following is the best description of UNdata?
  - It's a search engine just like Google.
  - It can be used to search and download a variety of statistical resources of the UN system.
  - It is meant to be used only by employees of the UN.
3. On which topics can you find data within UNdata?
4. What was the gross agriculture production in Africa in the year 2007?
5. What is the source of the data that you see on this page?

*The glossary section of UNdata contains the explanations of terms used in various areas. Try reaching the glossary section, and spend 5 minutes looking for terms related to your area of work. You can look for terms in specific glossaries and by the letter of the alphabet. The column at the left has filters for these settings.*

6. Look at 'Country data services'. This section contains links to government statistics organizations of many countries. Check if your country is in this list.

**Spend 5 to 10 minutes browsing the UNdata website. You can do any or all of the following:**

- Search with key words or phrases from your field of work, and view the results.
- Use the glossary to find terms from your field of work.
- Visit the website of your government's statistics organization, and look at the information available.
- Visit the 'metadata' section to read about the various databases from which UNdata draws information.
- Click the 'more' link on top of the search box to

- look at country profiles
- do an advanced search

What do you think about the UNdata website? Would it be useful to you? Which sections of the website are particularly useful?

## Part 2 – UNESCO Institute of Statistics (UIS)

<http://www.uis.unesco.org>

On which topics can you find information in the UIS website?

- Education, science and technology, culture, and communication
- Education, science and technology, culture
- Education
- Education, science and technology, culture, communication, and crime

*A good way to start using the UIS website is by looking at the country profiles and global rankings of countries. Click the **'Data Centre'** link in the left column on the homepage.*

*To see a country profile, click on **'Profiles'** and choose the country of interest. Once you do this, you can look up some statistics: general, education, and science. You can also look at statistics in the region in which the country is located as well as global statistics.*

*Spend 5 to 10 minutes looking at the statistics in the profile of one or more countries.*

*In the Data Centre, you can also look at global rankings of countries for a specific statistical measure. Please click 'Global Rankings' and spend a few minutes looking at the ranking of countries for statistical measures you're interested in.*