

BSG RESEARCH STUDENT WORKSHOP CUMBERLAND LODGE

BIBLIOGRAPHY AND READING LIST

The bibliography is a selective listing of books and pamphlets on various aspects of written and oral communication, research and study techniques.

It also contains useful course material on philosophy and methodology in science and earth sciences

I shall shortly update this with some more recent additions - especially 'how to do it' guides.

Note that the Press Marks given (where known) are related to QUB library and may not be the same at other institutions

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GUIDES TO CONDUCTING RESEARCH AND RESEARCH METHODS

1. BEYNON, R.J.
A researcher's companion (postgraduate study in the biological sciences). Portland Press.
2. CALNAN, J.
Coping with research: the complete guide for beginners.
Heinemann Medical, 1985. Q180/12
3. CALNAN, J.
One way to do research: the A-Z for those who must!
Heinemann, 1976. Q180/66
4. **CRYER, P.**
The research student's guide to success. Open Univ Press. 1996
LB2395 CRYE
5. ERRINGTON, A.
Benefiting from research: a study guide for those embarking on part-time research for a higher degree. U. Reading, 1988. pqLB2395 ERRI
6. GASH, S.
Effective literature searching for students. Gower, 1989.
LB2395 GASH
7. JEFFERS, J.N.R. Modelling, Arnold 1982
8. HAWKINS, C.
Research: how to plan, speak and write about it. Springer, 1985. Q180
HAWK
9. MOORE, N.
How to do research, 2nd ed. The Library Association, 1987.
R/H62 MOOR
10. PHILLIPS, E.M. and PUGH, D.S.
How to get a PhD: managing the peaks and troughs of research.
Open University Press, 1987. LB2386 PHIL
11. **WILSON, E.B.** An Introduction to Scientific Research. McGraw-Hill.
(& Dover). 1952/1963

STUDY GUIDES

1. BARRASS, R.
Study! A guide to effective study, revision and examination techniques. Chapman and Hall, 1984. LB2395 BARR
2. **BUZAN, T.**
Use your head. BBC Publications, 1997 Edition
3. BUZAN, T and BUZAN, B. 1997 Mind Mapping, BBC.
4. CASEY, F.
How to study: a practical guide. Macmillan Education, 1985.
LB1049 CASE
5. **CRYER, P.**
The research student's guide to success. Open Univ Press. 1996
LB2395 CRYE

6. DUNLEAVY, P.
Studying for a degree in the humanities and social sciences.
Macmillan, 1989. LB2895 DUNL
7. ELLIS, R.
How to succeed in written work and study. Collins, 1985.
LB2395/4
8. FORMAN, D.
Campus English: a problem solving approach to study skills, student's
book. Macmillan, 1990. R/LB1049 FORM
9. FREEMAN, R.
Mastering study skills, 2nd ed. Macmillan, 1991. LB1049 FREE
10. HILLS, P.J
Study to succeed. Pan, 1973.
11. JONES, B.
Making the grade: a study programme for adult students, Vol. 1
Reading and learning. Vol. 2 Thinking and writing. Manchester
University Press, 1990 LC5225.M47 JONE
12. MADDIX, H.
How to study. Pan, 1988. LB2395 MADD
13. MAIN, A. (presenter)
Study patterns. Audio-Visual Services, University of Strathclyde, 1986.
(An excellent collection of ten cassettes: an introductory programme
and nine units include one on mathematics and science skills)
14. ROWNTREE, D.
Learn how to study: a guide for students of all ages.
Macdonald Orbis, 1988. Revised edition. LB1049 ROWN
15. RUDD, E.
A new look at postgraduate failure. 1985, SRHE& NFER-Nelson
16. SALMON, P.
Achieving a PhD, ten students' experience, Trentham, 1992.
LB2369 SALM

WRITTEN COMMUNICATIONS - REPORTS, PAPERS, STYLE GUIDES

1. BARRASS, R.
Students must write: a guide to better writing in course work and
exams. Methuen, 1982 PE1421 BARR
2. BOOTH, V.
Communicating in science: writing and speaking.
Cambridge University Press, 1985. pT11 BOOT
3. BOSTWICK, B.E.
Resume writing, 4th rev. ed. Wiley, 1990. HF5383 BOST
4. BROWN, R.A.
The art of technical writing. Reprint from International Labmate, Vol.
13 Issues 6, 7, 1989.
5. COCHRAN, W. (ed.)
Geowriting: a guide to writing, editing and printing in earth sciences,
4th ed. American Geological Institute, 1984. pQE48.85 COCH

6. COUNCIL OF BIOLOGY EDITORS
CBE style manual: a guide for authors, editors and publishers in the biological sciences. 5th ed. Council of Biology Editors, 1983. T11/61
7. DAY, R.A.
How to write and publish a scientific paper, 3rd ed. Cambridge University Press, 1988. T11 DAY
8. DECKER, B.
How to communicate effectively. Kogan Page, 1988. HD 30.3 DECK
9. DIMBLEBY, R.
More than words; an introduction to communication. Methuen, 1985. P90 DIMB
10. DODD, J.S.
The ACS style guide; a manual for authors and editors. American Chemical Society, 1986. T11 DODD
11. EBEL, H.F.
The art of scientific writing. VCH Publishers, 1987. PE1475 EBEL
12. THE ECONOMIST STYLE GUIDE, new edition. Economist Books, 1991. PE1421 ECON
13. FARR, A.D.
Science writing for beginners. Blackwell Scientific, 1985. T11 FARR
14. GLENDINNING, E.H.
English in mechanical engineering. Oxford U Press, 1974. T11/49
15. HAMILTON, E.
Writing matters. RIBA, 1989. NA2540 HAMI
16. HARKINS, C.
A guide for writing better technical papers. IEEE Press, 1981. T11/57
17. JAY, A.
Effective presentation: the communication of ideas by words and visual aids. PN4193.L4/1
18. KING, L.S.
Why not say it clearly! A guide to expository writing. 2nd ed. Little, Brown & Co. T11 KING
19. KIRKMAN, J.
Good style. Writing for science and technology. 1992. Spon. T11 KIRK
20. LENMARK, ELLIS, B.
Themes. How to write themes and term papers. 2nd ed. Barrons, 1981. LB2369/7
21. MHRA
MHRA Style book, notes for authors, editors and writers of thesis, 4th ed. Modern Humanities Research Association, 1991. R/PN160 MRA
22. O'CONNOR, M.
Model guidelines for the preparation of camera-ready type scripts. CIBA, 1980. pT11/2
23. SCHOENFELD, R.
The chemist's English, 2nd ed. VCH Publishers, 1986. PE1475 SCHO
24. SIDES, C.H.
How to write and present technical information. Cambridge University Press, 1992. T11 SIDE

25. SUSSAMS, J.E.
How to write effective reports, 2nd ed. Gower, 1991. HF5719 SUSS
26. TURK, C.
Effective writing: Improving scientific, technical and business
communication, 2nd ed. Spon, 1989. T11 TURK
27. VAN EMDEN, J.
Report writing. McGraw Hill, 1987. pPE1478 VANE
28. VAN EMDEN, J.
A handbook of writing for engineers. Macmillan, 1990. T11 VANE
29. WILLIAMS, J.M.
Style, towards clarity and grace. Chicago UP. 1990
30. WOOLSTON, D.C.
Effective writing strategies for engineers and scientists.
Lewis Publishers, 1990. RT11 WOOL

THESIS AND DISSERTATION WRITING

1. BALIAN, E.S.
How to design, analyse and write doctoral or master research,
2nd ed. Lanham, 1988. LB2369 BALI
2. BELL, J.
Doing your research project: a guide for first time researchers in
education and social sciences. Open Univ. P, 1987. LB1028 BELL
3. BERRY, R.
How to write a research paper, 2nd ed. Pergamon, 1986.
LB2369 BERR
4. BRITISH STANDARDS INSTITUTION
Recommendations for the presentation of theses and dissertations. BSI,
1990. BS4821 pLB2369 1
5. HAMILTON, A.
Writing dissertations. RIBA, 1990. pLB2369 HAMI
6. HAWKINS, C.
Research: how to plan, speak and write about it.
Springer Verlag, 1988. Q180 HAWK
7. HOWARD, K.
The management of a student research project. Gower, 1983.
LB2371 HOWA
8. MADSEN, D.
Successful dissertation and theses. Jossey Bass, 1983.
LB2369 MADS
9. MEMERING, D.
The Prentice-Hall guide to research writing, 2nd ed.
Prentice Hall, 1989. LB2369 MEME
10. PHILLIPS, C.M.
How to get a Ph.D. Open University Press, 1987. (One chapter
on 'The form of the Ph.D.')
11. TURABIAN, K.L.
A manual for writers of research papers, theses and dissertations.
Heinemann, 1982. LB2386 PHIL

12. WATSON, G.
Writing a thesis: a guide to long essays and dissertations.
Longman 1987. LB2369 WATS
13. WINKLER, A.C.
Writing the research paper: a handbook. Harcourt Brace
Jovanovich, 1979 LB2369/9

ORAL COMMUNICATION

1. **BOOTH, V.**
Communicating in science: writing and speaking.
Cambridge University Press, 1985. pT11 BOOT
2. BRITISH STANDARDS INSTITUTION.
Preparation of artwork for lecture slides. 1977. PD 6482:1977.
3. DECKER, B.
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More than words: an introduction to communication.
Methuen, 1985. P90 DIMB
5. FLETCHER, C.
Get that job! Your guide to a successful interview.
Thorson, 1986. R/HF5383 FLET
6. GELB, M.
Present yourself: the simple way to give powerful and effective
presentations. American Press, 1988. BF252 GELB
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8. JAY, A.
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9. JOHNSTONE, J.
How to pass that interview. How to books, 1994. HF5383
10. **KENNY, P.**
A handbook of public speaking for scientists and engineers. 1982
PN4121 KENN
11. LIDSTONE, J.
Making effective presentations. Gower, 1985. Book and tape P90/4
12. MAITLAND, I.
How to win at interviews. Hutchinson Business Books, 1989.
R/HF5382.7 MAIT

DATA REDUCTION and PRESENTATION

1. BEVINGTON, P.R. Data reduction and error analysis for the physical
sciences, McGraw Hill, 2nd ed. 1992. QA 278 BEVI

2. BRITISH STANDARDS INSTITUTION
Specification for the presentation of research and development reports. BSI, 1972. BS4811 PT113
3. DIAMOND, W.J.
Practical Experimental designs for engineers and scientists. Chapman and Hall, 1989 (2nd ed) QA 279 DIAM
4. GIBBINGS, J. C.
The systematic experiment, Cambridge UP. 1986. Q182.3 GIBB
5. JONES, A.
How to write a winning CV. Hutchinson Business Books, 1990. RI/HF5383 JONE
6. LOBBAN, C.S. and SCHEFTER, M
Successful laboratory reports. Cambridge University Press, 1992. T11 LOBB
7. LYNCH, M. (ed.)
Representation in scientific practice. MIT Press, 1990. Q222 LYNC
8. LYONS, L.
Data analysis for physical science students. Cambridge.
9. PENTZ, and SHOTT, M.
Handling experimental data. 1988. OU Press. Q 182.3 PENT
10. REYNOLDS, L.
Presentation of data in science. Nijhoof, 1983. Q222/2
11. TUFTE, E.R.
The visual display of quantitative information. Graphic Press, 1983. QA276.3 TUFT
12. TUFTE, E.
Visual Explanations. Graphics Press.
13. TUFTE, E.
Envisioning Information. Graphics Press.

RESEARCH PROPOSALS

1. MEADOR, R.
Guidelines for preparing proposals. Lewis Publishers, 1984. HF5718.5 MEAD
2. WORLD HEALTH ORGANISATION
Writing a fund proposal, WHO, 1986. HF5718.5 WRIT

PHILOSOPHY, METHODOLOGY ETC

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- Birnie, J. (1984). The problem of thesis completion. the situation in physical geography. *J. Geography in Higher Education* 8 (2) 192-196.
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- Feynman, R. (1985). Surely you're joking, Mr Feynman! Counterpoint/Unwin. (A lively and entertaining book; this may well teach you more about science than a lot of philosophy), and also the more recent one by Feynman.
- Gould, S.J. Any of his books.
- Haines-Young, R. & Petch, J. (1985). Physical Geography: Its Nature and Methods (Chapter 13 will do for a start!)
- Haldane, J.B.S. (1985) On being the right size. OUP.
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(The Medawar books are readable and short!)
- Oliver, J.E. (1991) The incomplete guide to the art of discovery Columbia U Press
- Popper, K.R. (1976). Unended Quest., Fontana.
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