EOSLHE

Contributing to embed and develop Service-Learning in Europe within higher education in the framework of a University Social Responsibility and the Sustainable Development Goals



SERVICE-LEARNING RESOURCE LIBRARY USER GUIDE

Service-learning experiences, good practices, and bibliographic resources

August 2019



Coordinated by Pilar Aramburuzabala and Carlos Ballesteros.

Developed by Marta Alonso and Ana Cayuela.



What is the purpose of this user guide?

The purpose of this guide is to disclose how to use and take advantage of the search engine available on the website of the European Observatory of Service-Learning in Higher Education (EOSLHE).

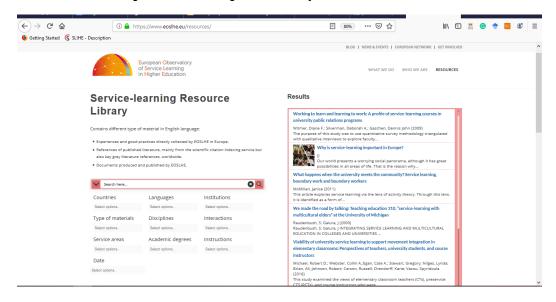
What does the EOSLHE browser return?

The EOSLHE search engine will return a list of materials always related to the field of service-learning (S-L) in higher education.

The search engine has been designed to enable an easier combination of the searches. Users can do a general search or limit the search by combining 10 types of filters.

The filter "Type of material" refers to the nature of the results that the user will obtain. It could be grouped into 3 main classes:

- 1. S-L experiences and good practices directly collected by EOSLHE.
- 2. References of published literature, mainly from the scientific citation indexing service but also key grey literature references.
- 3. Materials produced and published by EOSLHE.



The filter "Type of material"

This filter of "Type of material" is one option of classification based on the nature of the information. It was designed for facilitating an accurate search to the user in the Service-learning Resource Library. Below, there is the main categorization available in the dropdown of this filter on the website, but future new categories could be added to the

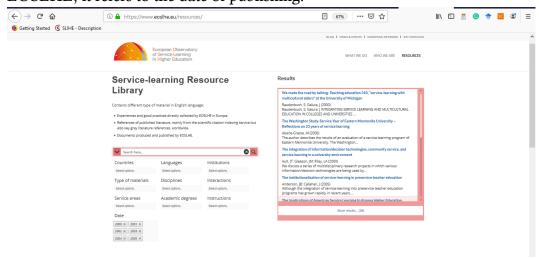


classification in the future. Users also can search the type of material writing the word in the filter bar or in the general bar.

1	Experiences
2	Good practices
3	Article
4	Conference paper
5	Review
6	Book chapter
7	Book review
8	Conference review
9	Book
10	Article in press
11	Editorial
12	Note
13	Short survey
14	Business Article Press
15	Erratum
16	Proceedings paper
17	Meeting abstract

The filter "Date"

The filter "Date" allows selecting those years in which the user is interested in. S-L experiences and good practices usually span two dates: the academic year, e.g. 2018-2019. In these two types of materials, the filter date refers to the last year in what the projects were carried out, e.g. 2019 for the 2018-2019 academic year. In the case of published literature, grey literature, and documents produced and published by EOSLHE, it refers to the date of publishing.





The filter "Language"

The filter "Language" refers to the language in what the entire original document is written, not the available reference at the Service-learning Resource Library. For references, the title and abstract are usually in English on EOSLHE website. For S-L experiences and good practices, it will be always in English.

As a European observatory, the search engine has available the official languages in Europe. Languages from outside of Europe were grouped in Non-European and named "Other" in the filter dropdown options on the website.

The filter "Discipline"

The filter "Discipline" refers to the academic discipline branch in which the material could be classified, being aware that S-L should be transdisciplinary.

Academic discipline classification is a challenge. Multidisciplinary, transdisciplinary and cross-disciplinarily activities are very common. EOSLHE has compared several classification sources: Clarivate Analytics, UNESCO, U.S. Department of Education's National Center for Education Statistics (NCES), U.K. Higher Education Student Analysis (UK HESA) Joint Academic Classification of Subjects, and Wikipedia.

Finally, Wikipedia classification was the most versatile and useful for our search engine.

https://en.wikipedia.org/wiki/Outline_of_academic_disciplines

Labels and groups:

- 1. Arts, Performing Arts, History, Languages and Literature, Law, Philosophy, Theology (Group of Humanities)
- 2. Anthropology, Archaeology, Business, Economics, Human geography, Political science, Psychology, Sociology, Education* (Group of Social Sciences)
- 3. Biology, Chemistry, Earth sciences, Space sciences, Physics (Group of Natural Sciences)
- 4. Computer Science, Mathematics, Statistics (Group of Formal Sciences)
- 5. Engineering and technology, Medicine and health (Group of Applied Sciences)
- 6. Open to different disciplines, Other (For those that couldn't be classified)

The filter "Country"

As EOSLHE is an observatory for Europe, the filter "Country" allows restricting by European countries. This does not mean a restriction to the Europe political map. It



could include some countries considered surrounding Europe in other kinds of classifications.

In cases of S-L experiences and good practices, this filter refers to the country of the institution that hosts the experience.

In the case of literature, it refers to the country where the work took place. Just in some cases where it hadn't been able to identify, it was classified by the location of the publisher. The location of the publisher means that the scenario of the document can be in another place. For example, an article talking about S-L in China and published in a Britain journal will be classified as the United Kingdom in the EOSLHE browser.

The filter "Interaction"

This filter belongs to S-L experiences. The type of interaction filter refers to how did the students interact with the final beneficiaries of the Service-Learning experiences or Best practices (Face-to-face; Virtual; Mixed; Non-directly; Other).

The filter "Academic degree",

This filter belongs to S-L experiences. The Academic degree filter refers to what academic degree is the Service-Learning experiences or Best practices linked (Undergraduate; Master; Ph.D.; Other).

The filter "Instruction"

This filter belongs to S-L experiences. The Instruction filter refers to what type of instruction was performed in the Service-Learning Experiences or Best practices (Online; In-person; Mixed; Other).

The filter "Institution"

This filter belongs to S-L experiences. The Institution filter refers to the type of Higher Education institution that hosts the Service-Learning Experiences or Best practices (Public; Private; Faith-based; Academic & College; University; University of applied science; Teacher and training colleges; Other).

The filter "Service area"

This filter belongs to S-L experiences. The Service Area filter refers to what UN Sustainable Development Goals (SDGs) belongs to the Service-Learning Experiences or Best practices.



How does EOSLHE collect and update the materials/resources?

EOSLHE has 2 major types of materials by collection: 1) Primary data, directly collected by EOSLHE; 2) Secondary data, that already been gathered by someone else, in this case, different types of bibliographic resources.

EOSLHE primary data, the S-L experiences and good practices, are collected with one questionnaire and one form respectively, through the webpage application software Gravity Forms, contacting mainly via email and using the convenience sample technique. These materials are continuously collecting and updating.

Bibliography from the scientific citation indexing service (Web of Science) is collected by systematic literature review including service-learning and higher-education-related terms in the title. Each quarter this database is reviewed in order to update new publications.

The key grey literature references are including when the Academic Committee of EOSLHE considers it.

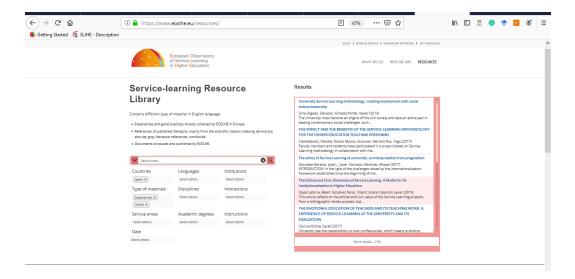
Filter combination example

The combination inside one filter operates with the OR Boolean operator. This means that if the user selects Experiences and Good practices in the Type of material filter, it is Experiences OR Good practices formula, and it will result in a list including all Experiences on one hand and all Good practices, on the other hand, available in the database.

The combination among filters operates with AND Boolean operator. This means that if the user selects Experiences in the Type of material filter, and selects Spain in the Country filter, which is Experiences AND Spain formula, it will result in a list just including all Experiences that at the same time meet the characteristic of being made in Spain.

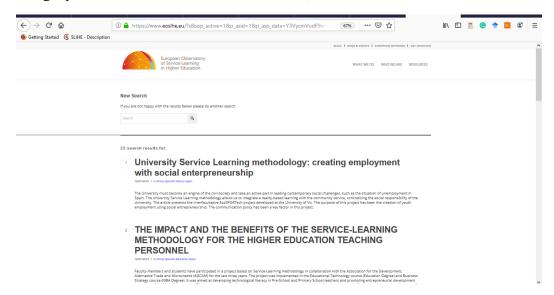
In case the user selects Experiences and Articles in the filter Type of material and selects Spain in the Country filter, results will include all the Experiences and all the Articles that were made in Spain.





Search results list in more detail

The list of results shows some key characteristics. The user reads the title of the material, the date in which the material was upload to the EOSLHE database, the group or category in the filters in what it is classified, and the abstract when it is available.



Each result in detail

Each material in our database has been classified. Clicking on one item from the list the user will arrive in more information.

1. S-L experiences: Clicking on one Experience in the list, users will access the complete post that also belongs to the mapping of EOSLHE. This post has some more detail information on the experience. The title, abstract, country, year when the experience was run, the institution that host the experience, the number of the participating students, its interaction with the final beneficiaries of the experience,



the academic degree that host the experience, the discipline where to classify the experience, and the community service area & Sustainable Development Goals.

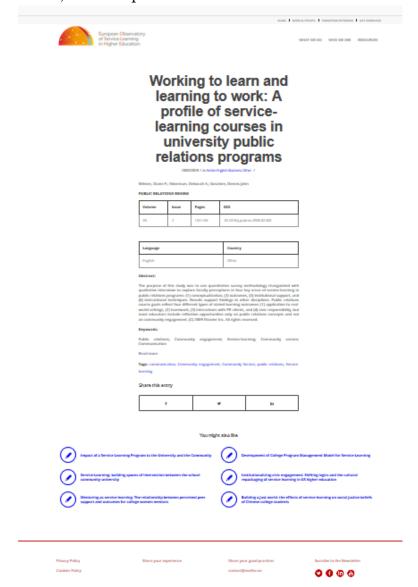


2. Good practices: Clicking on one Good practice in the list, users will access to the complete detailed and qualitative form of the project.





3. References: Users will read the title, the date in which the material was upload to the EOSLHE database, the group (category in the filters) in what it is classified, the author(s)'s name, the publisher, the volume, issue, pages, DOI when are available, the language in which is written the full document, the country in which the work took place (when it was not possible it will refer to the country of the publisher), the abstract and the abstract when it is available, the author keywords (in cases the author did not add its own keywords, keywords plus or Web of Science keywords were included), a link to read more (this link works in cases the user has access), tags linked to the reference, links to share in social media, and the option to link to other materials related to the topic of the search.



4. Materials produced and published by EOSLHE: Clicking on EOSLHE own material users will access to the complete document.

Further enquiries: coordinator@eoslhe.eu, researcher@eoslhe.eu