Throughout this course, you will need to find resources for various assignments. These search tips should help you find and evaluate resources.

1. Books
   You can locate books on personal finance and financial planning by searching OU Libraries Discover Local Catalog. The majority of books in the OU Libraries' collection are academic resources, but there are some popular books as well.

Tip!
Be sure to use the limiters on the left side of the screen to narrow your search by format, language, date, etc.

2. Journal and Newspaper Articles
   You can locate articles of all kinds (scholarly articles, trade publications, popular magazines, etc.) by searching Academic Search Elite.

   Just go to the OU Libraries databases page at https://libraries.ou.edu/eresources, and it's the fourth title on the list. Use the keyword phrases suggested below or your own keywords to search.

3. Suggested Keywords for Searching
   **Tip!** Use quotation marks to force a search engine to retrieve the two words as a phrase. For example: Search “financial planning” instead of financial planning.

   **General keywords**
   - Budgeting
   - Student loans
   - Credit cards
   - Identity theft
   - Consumer fraud
   - Savings
   - Investments
   - Retirement planning
   - Charitable giving
Financial Literacy Search Tips

4. Websites

Search Google (or your favorite search engine) using the keywords above, your own keywords, or a combination of both. The Internet is a source of many useful resources, but – because almost anyone can create a website – it’s very important to evaluate the sites you find. Use the CRAAP Test below to help you evaluate a website source effectively!

CRAAP Test

**Currency:** the timeliness of the source's information.
- When was the information published?
- Has the information been revised or updated?
- Is the information current or out-of-date for your research topic?
- Are the links functional?

**Relevance:** the importance of the source for your research needs.
- Would you be comfortable citing this source in your research paper?
- Does the information relate to your topic?
- Who is the intended audience?

**Accuracy:** the reliability, truthfulness, and correctness of the source's content.
- Where does the information come from?
- Is the information supported by evidence?
- Has the information been reviewed or refereed?
- Can you verify the information from another source?

**Purpose:** the reason the source exists.
- What is the purpose of the source?
- Does the author make their intentions or purpose clear?
- Is the information within the source fact, opinion, or propaganda?
- Does the point of view appear objective and impartial?

**Authority:** the author or creator of the source.
- Who is the author/publisher/sponsor?
- Are the author’s credentials or organization affiliations given?
- What are the author’s qualifications?
- Is there contact information?
- Does the URL reveal anything about the author or source?

Contact: Learning Lab
- (405) 325-4142
- https://libraries.ou.edu/askus

Note: All credit for the CRAAP test goes to the librarians who developed it at CSU Chico.