

Conducting a Review of the Literature II

Inês Faria

18/02/2025, 18:00-19:30

FRANCESINHAS 1, Room 108

Objectives:

- **Conducting a Systematic Bibliographic Search.**
- **The 'EBSCO Discovery Service'.**
- **Creating an 'Article Matrix' as a tool for systematizing information.**
- **The link between search, systematization and TFM**

LITERATURE REVIEW

What we want in a Literature Review (Bryman, 2012)

- **Relevant concepts and theories on the topic.**
- **Research strategies and methods in commonly used to research similar topics.**
- **Assess facts with evidence (relative) in studies on the topic.**
- **Assess if there are methodological inconsistencies in produced evidence.**
- **Assess if there are research questions without an answer.**

- **A series of steps**



Systematic Bibliographic Search

Systematic Bibliographic Search

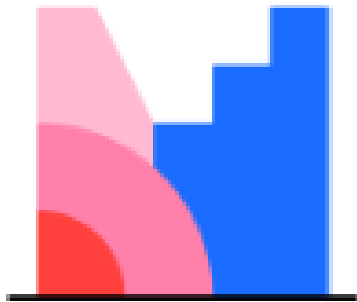
Where should I start?

Step 1: Keywords to guide your systematic Search

- i. Identifying key concepts for the Masters Project
- ii. Look for synonyms, similar concepts and abbreviations in annotated bibliography

	PART OF THE ANNOTATION	EXAMPLE
1	Reference Citation information in same format as required in Reference List	Griffiths, T. (1996). Hunters and collectors: The antiquarian imagination in Australia. Cambridge University Press.
2	Statement Short statement of author's viewpoint.	<ul style="list-style-type: none"> • <i>The authors describe...</i> • <i>The author's purpose is to challenge...</i>
3	Describe Short summary of theory, research findings or argument.	<ul style="list-style-type: none"> • <i>The main ideas expressed are...</i> • <i>The author's research focuses on...</i>
4	Comment Comment on usefulness/limitations of article/text for your research.	<ul style="list-style-type: none"> • <i>The writing style considers a range of audiences...</i> • <i>There is a lack of supporting evidence...</i> • <i>The main limitation of the website...</i>
5	Evaluate Evaluate the article/text, taking into account how it will fit into your research on a topic.	<ul style="list-style-type: none"> • <i>This article is useful for the research topic...</i> • <i>It is relevant to the thesis because...</i>

ACTIVITY



Mentimeter



WHO: Individual

WHAT: Write down keywords that would fit your topic idea(s) for the MP (does not have to be a final idea)

Min: 6 / Max: 10

WHERE: [Mentimeter](#)

HOW LONG: 5 Minutes

5:00

Step 2: Sources

NON-SCIENTIFIC LITERATURE

- i. Grey Literature;**
- ii. Newspapers and Magazines;**
- iii. Web;**

SCIENTIFIC LITERATURE

- **Primary Sources**
 - **Articles/Books with original empirical data/findings**
- **Secondary Sources**
 - **Articles/Books based on evidence from other sources:**
 - **Manuals;**
 - **Literature Reviews**
 - **Systematic Literature Reviews**
 - **Meta analysis**

Step 2: Sources

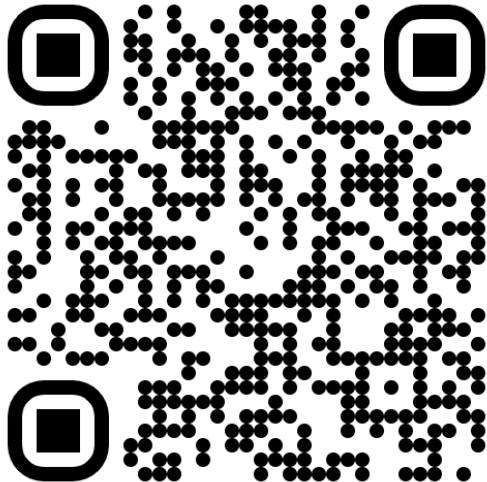
- **A systematic bibliographic search should be based exclusively on scientific literature and primary sources.**
- **However – there is non peer-reviewed scientific evidence that should not be used:**
 - **PhD theses;**
 - **Master dissertations;**
 - **Conference papers;**
 - **Unpublished papers even if posted in public repositories (SSRN, arXiv, etc.).**

Step 3: Define further search parameters

- **Search fields:** ex. 'Title', 'Abstract', 'Title and Abstract', etc.;
- **Date:** ex., '2000 – present';
- **Language:** ex., 'English' (according to preference/need);
- **Area:** ex., 'Management'; 'Sustainability'

Step 4: EBSCO discovery service at ISEG.

ISEG ULisboa library catalogue



ONLINECATALOG

Lisbon University's Online Catalog allows for searches in several organic units of the institution

General ▾ Search our catalog...

Catalog

The library promotes the collection, processing, and dissemination of bibliographical information, support for pedagogical and scientific actions, and exchanges with national, foreign and international counterparts.

The Library was founded with the inauguration of the School in 1911 - then known as School of Commerce - in the Rua do Quelhas building. Its initial content consisted of 650 volumes. The Francisco Pereira de Moura Library has been added to over the years, and today it has one of the best collections in the country in the fields of Economics, Management, and Associated Sciences. The Library hosts the ISEG - based European Documentation Center of Universidade de Lisboa. Moreover, the library also made an agreement with the World Bank. It became the Depository Library of publications. The bibliographic catalog allows the research of the existing information in the Library, being also possible the access to several information systems online. The library building has 5 floors, 3 reading rooms offering 300 seats.

Eletronic resources



Scopus



statista



Step 4: EBSCO discovery service.



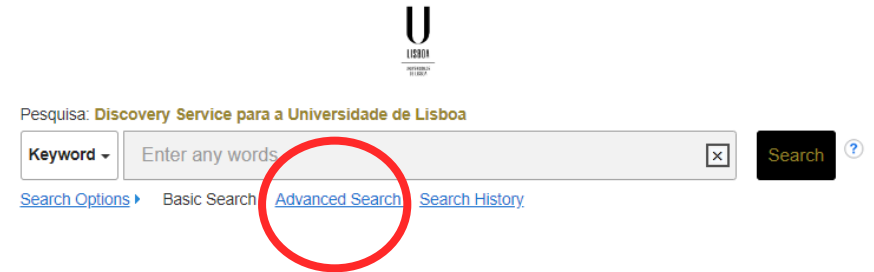
Pesquisa: **Discovery Service para a Universidade de Lisboa**

Keyword ▾ Enter any words

[Search Options](#) ▶ [Basic Search](#) [Advanced Search](#) [Search History](#)

Step 4: EBSCO discovery service

- Choose advanced search.



Step 4: EBSCO discovery service

- Advanced search menu

New Search Publications Página inicial Preferences Language Help

Pesquisa: Discovery Service para a Universidade de Lisboa Universidade de Lisboa

Select a Field (optional) Search

AND Select a Field (optional) Clear ?

AND Select a Field (optional) + -

[Basic Search](#) [Advanced Search](#) [Search History](#)

Search Options Reset

Search Modes and Expanders

Search modes ?

Boolean/Phrase

Find all my search terms

Find any of my search terms

SmartText Searching [Hint](#)

Apply related words

Also search within the full text of the articles

Apply equivalent subjects

Limit your results

Full Text

Available in Library Collection

Published Date

Academic (Peer-Reviewed) Journals

Journal Name

Image Quick View Times

Step 4: EBSCO discovery service

- **First search term: TRAINING.**

New Search Publications Página inicial Preferences Language Help

Pesquisa: **Discovery Service para a Universidade de Lisboa** Universidade de Lisboa

training

Select a Field (optional) Search

Select a Field (optional) Clear ?

Select a Field (optional) + -

Popular Terms

- training
- training and development
- training or education or development or learning
- training program
- training and development of employees

Publications

- Training and Education in Professional Psychology
- Training
- Training & development
- Training Journal
- Training & Development

Search Options

Search Modes a

Search modes

- Boolean/Phrase
- Find all my search terms
- Find any of my search terms
- SmartText Searching [Hint](#)

Apply related words

Also search within the full text of the articles

Apply equivalent subjects

Reset

Limit your results

Full Text

Available in Library Collection

Published Date

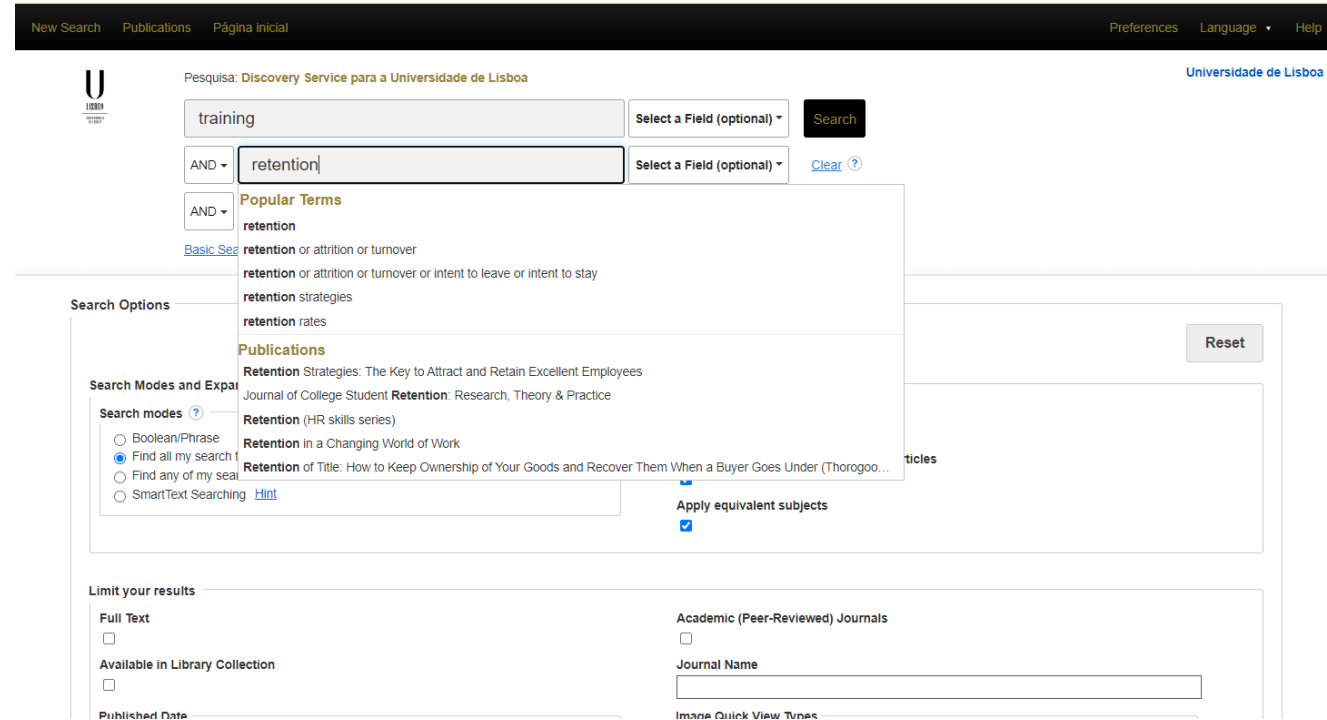
Academic (Peer-Reviewed) Journals

Journal Name

Image Quick View Tiles

Step 4: EBSCO discovery service

- First search term: **TRAINING.**
- Second search term: **RETENTION.**



The screenshot shows the EBSCO Discovery Service search interface. The search query is "training AND retention". The interface includes a search bar, a search button, and a "Search Options" sidebar. The search results are displayed in a list format, showing the title "Retention Strategies: The Key to Attract and Retain Excellent Employees" and the author "Journal of College Student Retention: Research, Theory & Practice". The search options sidebar includes sections for "Search Modes and Expansion" and "Limit your results".

Search Options

Search Modes and Expansion

Search modes

- Boolean/Phrase
- Find all my search terms
- Find any of my search terms
- SmartText Searching [Hint](#)

Limit your results

Full Text

Available in Library Collection

Published Date

Academic (Peer-Reviewed) Journals

Journal Name

Apply equivalent subjects

Step 4: EBSCO discovery service

- Choose only scientific articles and books.

New Search Publications Página Inicial Preferences Language Help

Pesquisa: **Discovery Service para a Universidade de Lisboa** Universidade de Lisboa

training **TI Title** Search

AND retention **TI Title** Clear ?

AND Select a Field (optional)

- Select a Field (optional)
- TX All Text
- AU Author
- TI Title**
- SU Subject Terms
- SO Journal Title/Source
- AB Abstract
- IS ISSN
- IB ISBN

[Basic Search](#) [Advanced Search](#) [Search History](#)

Search Options Reset

Search Modes and Expanders

Search modes ?

- Boolean/Phrase
- Find all my search terms
- Find any of my search terms
- SmartText Searching [Hint](#)

Apply related words

Also search within the full text of the articles

Apply equivalent subjects

Limit your results

Full Text

Academic (Peer-Reviewed) Journals

Available in Library Collection

Journal Name

Published Date

Image Quick View Types

Step 4: EBSCO discovery service

- Choose only scientific articles and books;
- Accessible online;
- Peer reviewed.

New Search Publications Página Inicial Preferences Language Help

Pesquisa: Discovery Service para a Universidade de Lisboa Universidade de Lisboa

training TI Title

AND retention TI Title

AND Select a Field (optional)

[Basic Search](#) [Advanced Search](#) [Search History](#)

Search Options

Search Modes and Expanders

Search modes

Boolean/Phrase

Find all my search terms

Find any of my search terms

SmartText Searching [Hint](#)

Apply related words

Also search within the full text of the articles

Apply equivalent subjects

Limit your results

Full Text

Available in Library Collection

Published Date

Start month: Month Start year: — End month: Month End year:

Academic (Peer-Reviewed) Journals

Journal Name

Image Quick View Types

Black and White Photograph Chart

Step 4: EBSCO discovery service

- **Dates: 2000 to 2024.**

Search Options

Reset

Search Modes and Expanders

Search modes ?

- Boolean/Phrase
- Find all my search terms
- Find any of my search terms
- SmartText Searching [Hint](#)

Apply related words

Also search within the full text of the articles

Apply equivalent subjects

Limit your results

Full Text

Available in Library Collection

Published Date

Start month: Start year: — End month: End year:

Academic (Peer-Reviewed) Journals

Journal Name

Image Quick View Types

- Black and White Photograph
- Color Photograph
- Graph
- Map
- Chart
- Diagram
- Illustration

Collection

Catalog Only

Step 4: EBSCO discovery service

- Search concluded.

Search modes ?

Boolean/Phrase
 Find all my search terms
 Find any of my search terms
 SmartText Searching [Hint](#)

Apply related words

Also search within the full text of the articles

Apply equivalent subjects

Limit your results

Full Text

Available in Library Collection

Published Date
Start month: Start year: End month: End year:

Collection
All
David Rumsey Historical Maps
Farber Gravestone Collection
Japanese Historical Maps

Author

Academic (Peer-Reviewed) Journals

Journal Name

Image Quick View Types
 Black and White Photograph
 Color Photograph
 Graph
 Map
 Chart
 Diagram
 Illustration

Catalog Only

Language
All
Afrikaans
Albanian
Aleut

Title

Search

Step 4: EBSCO discovery service

- Saves search automatically.
- Easy to recover previous search with the better results.

The screenshot shows the EBSCO Discovery Service interface. At the top, there's a search bar with the query 'Training AND Retention'. Below the search bar, there are options to refine the search, including 'Pesquisa Básica', 'Pesquisa Avançada', and 'Histórico de Pesquisas'. A red box highlights the 'Histórico de Pesquisas/Alertas' section, which contains a table of search history. The table has columns for 'N.º de Identificação de Pesquisa', 'Termos de Pesquisa', 'Opções de pesquisa', and 'Ações'. The first entry in the table is 'S1 TI Training AND TI Retention'. Below the table, there are options to 'Refinar Resultados' and 'Resultados da Pesquisa 1 - 10 de 2,628'. The first result is '1. A Study on the Analysis of Training and Retention Strategies in some selected IT sectors at Odisha' by Padhi, Amarnath; Mitra, Anirban; Paul, Subrata. In: 2020 International Conference on Computer Science, Engineering and Applications (ICCSEA) Computer Science, Engineering and Applications (ICCSEA), 2020 International Conference on. :1-5 Mar. 2020; IEEE Language: English. Base de dados: IEEE Xplore Digital Library. The result is available in full text via Full Text Finder and Google Scholar. There are also links to 'Ver Resultados (2,628)', 'Ver Detalhes', and 'Rever Pesquisa'.

IMPORTANT

A satisfactory bibliographic sample:

- Identifies relevant evidence about our topic;
- Gives us several articles/books we can feasibly read/analyse.

The screenshot shows a search results page from the University of Lisbon's Discovery Service. The search terms are 'Training' and 'Retention'. The results table is highlighted with a red box and contains the following information:

N.º de Identificação de Pesquisa	Termos de Pesquisa	Opções de pesquisa	Ações
S1	TI Training AND TI Retention	Limitadores - Texto Integral, Analisado pelos Pares; Data de Publicação: 20000101-20221231 Expansores - Pesquisar também no texto integral dos artigos; Aplicar assuntos equivalentes Modos de pesquisa - Pesquisar todos os termos de pesquisa que indiquei	Ver Resultados (2.628) Ver Detalhes Rever Pesquisa

Below the table, the first result is displayed: '1. A Study on the Analysis of Training and Retention Strategies in some selected IT sectors at Odisha'. The author is listed as 'By: Padhi, Amarnath; Mitra, Anirban; Paul, Subrata'. The publication details are 'In: 2020 International Conference on Computer Science, Engineering and Applications (ICCSEA) Computer Science, Engineering and Applications (ICCSEA), 2020 International Conference on...: 1-5 Mar. 2020; IEEE Language: English. Base de dados: IEEE Xplore Digital Library'. There are links for 'Full Text Finder' and 'Google Scholar'. A second result is partially visible: '2. Inicie a sessão para obter acesso a este resultado.' with a note 'Indexação Disponibilizada por: Scopus®'.

Before reaching a satisfactory bibliographic sample we need to go through an interactive process of widening and narrowing of the search terms.

The screenshot shows a web browser window displaying a search results page from the University of Lisbon's Discovery Service. The search terms are 'Training AND Retention'. The interface includes a search bar, navigation links, and a list of search results. A red box highlights the search options and the first result.

Lista de Resultados: TI Training / x +
eds.s.ebscohost.com/eds/resultsadvanced?vid=19&sid=eb839e5e-e207-4deb-bccb-a2c2b65c6f24%40redis&bquery=TI+Training+AND+TI+Retention&bdta=Jk...

Welcome, Guest. Sign in to your institution for full access to your library's resources.

Nova Pesquisa Publicações Página inicial Preferências Idioma Ajuda

Pesquisa: Discovery Service para a Universidade de Lisboa

Training TI Título Pesquisar

AND Retention TI Título Limpar ?

AND Seleccione um Campo (opcional) + -

Pesquisa Básica Pesquisa Avançada Histórico de Pesquisas

Histórico de Pesquisas/Alertas

Imprimir Histórico de Pesquisas Obter os Alertas

Selecionar / Desmarcar todos

N.º de Identificação de Pesquisa	Termos de Pesquisa	Opções de pesquisa	Ações
<input type="checkbox"/> S1	TI Training AND TI Retention	Limitadores - Texto Integral, Análisis pelos Pares; Data de Publicação: 20000101-20221231 Expansores - Pesquisar também no texto integral dos artigos; Aplicar assuntos equivalentes Modos de pesquisa - Pesquisar todos os termos de pesquisa que indiquei	Ver Resultados (2.628) Ver Detalhes Rever Pesquisa

Refinar Resultados Resultados da Pesquisa 1 - 10 de 2.628 Relevância Opções de Página

Pesquisa Atual

Pesquisar todos os termos de pesquisa que indiquei:
TI Training AND TI Retention

Expansores
Pesquisar também no texto integral dos artigos
Aplicar assuntos equivalentes
Limitadores
Texto Integral

1. A Study on the Analysis of Training and Retention Strategies in some selected IT sectors at Odisha

By: Padhi, Amarnath; Mitra, Anirban; Paul, Subrata. In: 2020 International Conference on Computer Science, Engineering and Applications (ICCSEA), 2020 International Conference on...:1-5 Mar. 2020; IEEE Language: English. Base de dados: IEEE Xplore Digital Library

Full Text Finder Google Scholar

2. Inicie a sessão para obter acesso a este resultado.

Indexação Disponibilizada por: Scopus®

Widening bibliographic search terms:

- Include search terms that are either synonymous or close to our search terms;
- Widen search period;
- Remove search filters.

The screenshot shows a web browser window displaying a search results page from the University of Lisbon's library. The search query is "Training AND Retention". The results table shows one result with the title "A Study on the Analysis of Training and Retention Strategies in some selected IT sectors at Odisha". The interface includes search filters, a list of results, and a sidebar for refining results.

Lista de Resultados: TI Training

eds.s.ebscohost.com/eds/resultsadvanced?vid=19&sid=eb839e5e-e207-4deb-bccb-a2c2b65c6f24%40redis&lbquery=TI+Training+AND+TI+Retention&bdta=Jk...

Welcome, Guest. Sign in to your institution for full access to your library's resources.

Nova Pesquisa Publicações Página inicial Preferências Idioma Ajuda

Pesquisa: Discovery Service para a Universidade de Lisboa

Training TI Titulo Pesquisar

AND Retention TI Titulo Limiar ?

AND Seleccione um Campo (opcional) + -

Pesquisa Básica Pesquisa Avançada Histórico de Pesquisas

Histórico de Pesquisas/Alertas

Imprimir Histórico de Pesquisas Obter os Alertas

Selecionar / Desmarcar todos Pesquisar com AND Pesquisar com OR Eliminar Pesquisas Atualizar Resultados de Pesquisa

N.º de Identificação de Pesquisa *	Termos de Pesquisa	Opções de pesquisa	Ações
S1	TI Training AND TI Retention	Limitadores - Texto Integral, Analisado pelos Pares; Data de Publicação: 20000101-20221231 Expansores - Pesquisar também no texto integral dos artigos; Aplicar assuntos equivalentes Modos de pesquisa - Pesquisar todos os termos de pesquisa que indiquei	Ver Resultados (2.628) Ver Detalhes Rever Pesquisa

Refinar Resultados

Resultados da Pesquisa 1 - 10 de 2.628 Relevância Opções de Página

Pesquisa Atual

Pesquisar todos os termos de pesquisa que indiquei:
TI Training AND TI Retention

Expansores

Pesquisar também no texto integral dos artigos

Aplicar assuntos equivalentes

Limitadores

Texto Integral

1. A Study on the Analysis of Training and Retention Strategies in some selected IT sectors at Odisha

By: Padhi, Amarnath; Mitra, Anirban; Paul, Subrata. In: 2020 International Conference on Computer Science, Engineering and Applications (ICCSEA) Computer Science, Engineering and Applications (ICCSEA), 2020 International Conference on. :1-5 Mar. 2020; IEEE Language: English. Base de dados: IEEE Xplore Digital Library

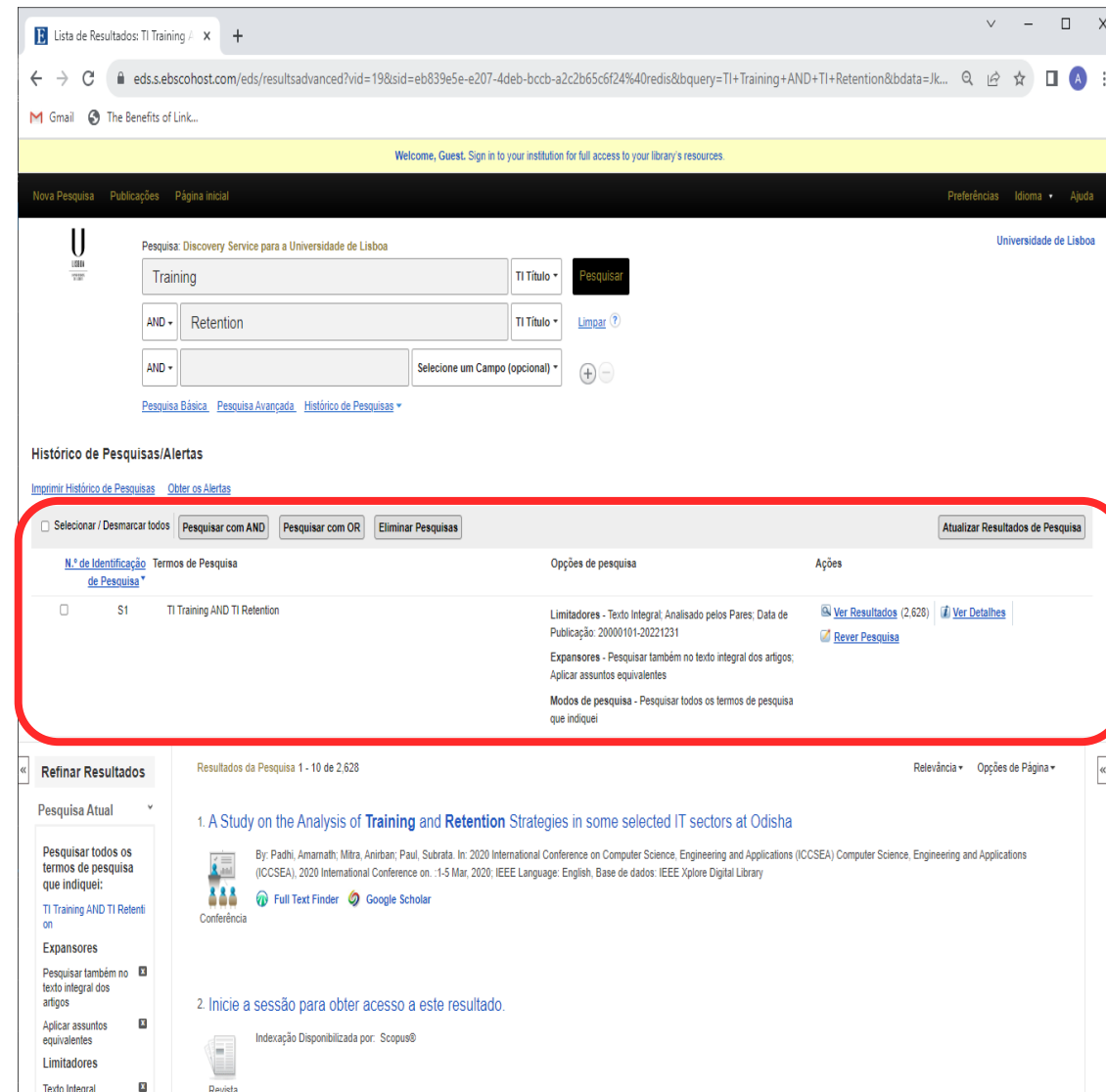
Full Text Finder Google Scholar

2. Inicie a sessão para obter acesso a este resultado.

Indexação Disponibilizada por: Scopus®

Refine bibliographic search terms:

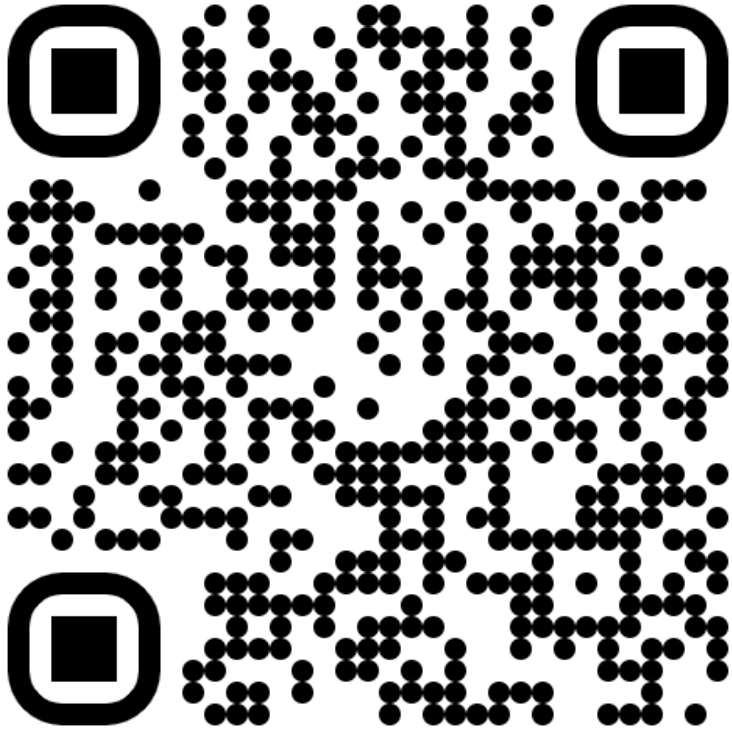
- Add search terms that help us set the output of interesting bibliography better;
- Add filters to our search (ex: language).



The screenshot shows a web browser window displaying a search results page from the University of Lisbon's Discovery Service. The search query is "Training AND Retention". The results table shows one result, "1. A Study on the Analysis of Training and Retention Strategies in some selected IT sectors at Odisha". The interface includes search filters, a "Refinar Resultados" sidebar, and a "Histórico de Pesquisas/Alertas" section. A red box highlights the search results table and the "Atualizar Resultados de Pesquisa" button.

N.º de Identificação de Pesquisa *	Termos de Pesquisa	Opções de pesquisa	Ações
<input type="checkbox"/> S1	TI Training AND TI Retention	Limitadores - Texto Integral, Analisado pelos Pares; Data de Publicação: 20000101-20221231 Expansores - Pesquisar também no texto integral dos artigos; Aplicar assuntos equivalentes Modos de pesquisa - Pesquisar todos os termos de pesquisa que indiquei	Ver Resultados (2.628) Ver Detalhes Rever Pesquisa

ACTIVITY



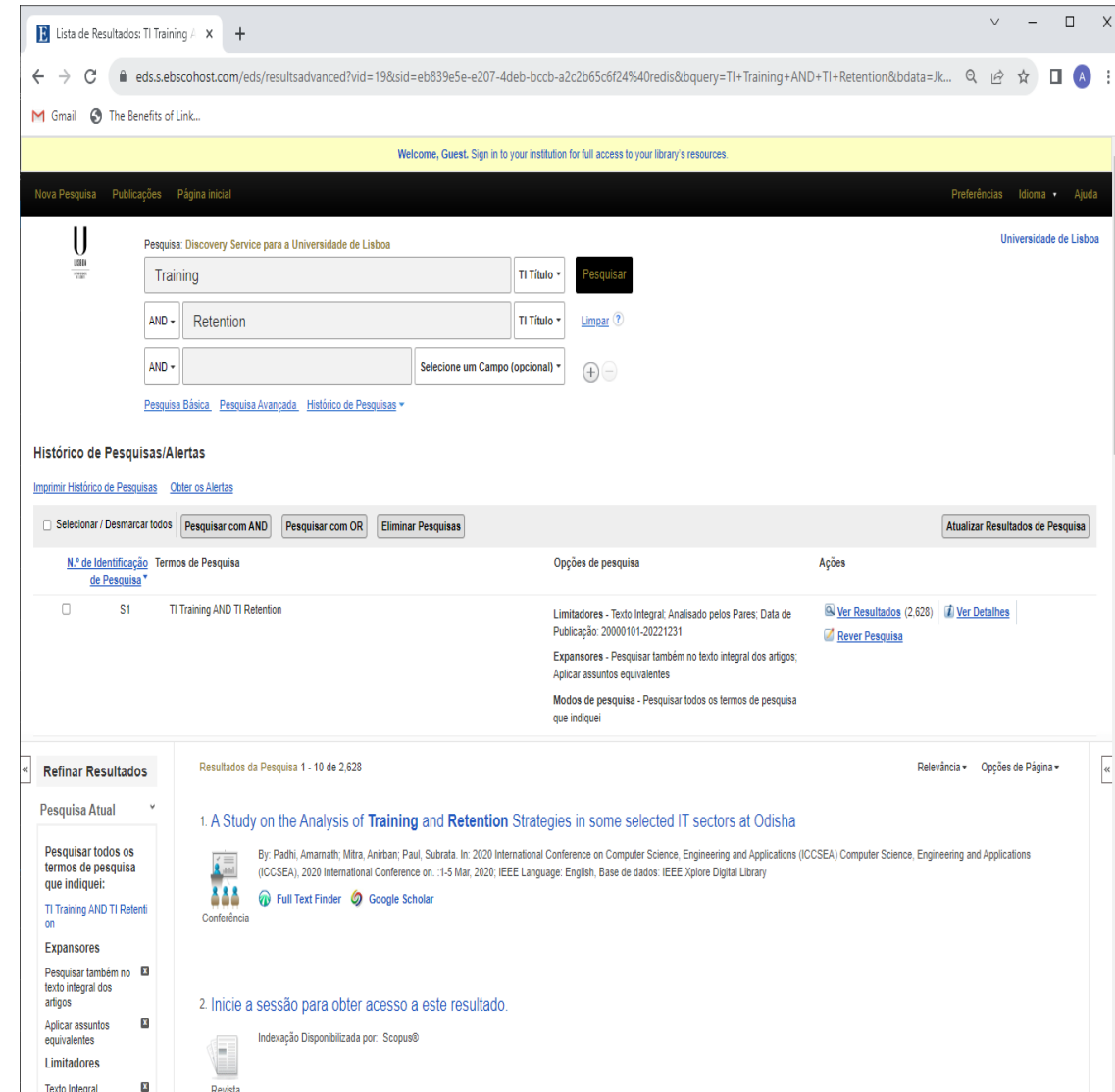
WHO: Individual

WHAT: Create an EBSCO search of 3 terms.
Search field: 'Title'.
Full text, peer-reviewed
2000 – 2023.

WHERE: [ISEG library catalogue](#)

HOW LONG: 10 Minutes

After setting up the best search, we need to filter down the articles we will actually include in the literature review.



The screenshot shows the search results page for the query "Training AND Retention" on the University of Lisbon's Discovery Service. The search results are displayed in a table with columns for identification number, search terms, options, and actions.

N.º de Identificação de Pesquisa *	Termos de Pesquisa	Opções de pesquisa	Ações
<input type="checkbox"/> S1	TI Training AND TI Retention	Limitadores - Texto Integral, Análisis pelos Pares, Data de Publicação: 20000101-20221231 Expansores - Pesquisar também no texto integral dos artigos, Aplicar assuntos equivalentes Modos de pesquisa - Pesquisar todos os termos de pesquisa que indiquei	Ver Resultados (2.628) Ver Detalhes Rever Pesquisa

Below the table, the first result is displayed:

1. A Study on the Analysis of **Training** and **Retention** Strategies in some selected IT sectors at Odisha

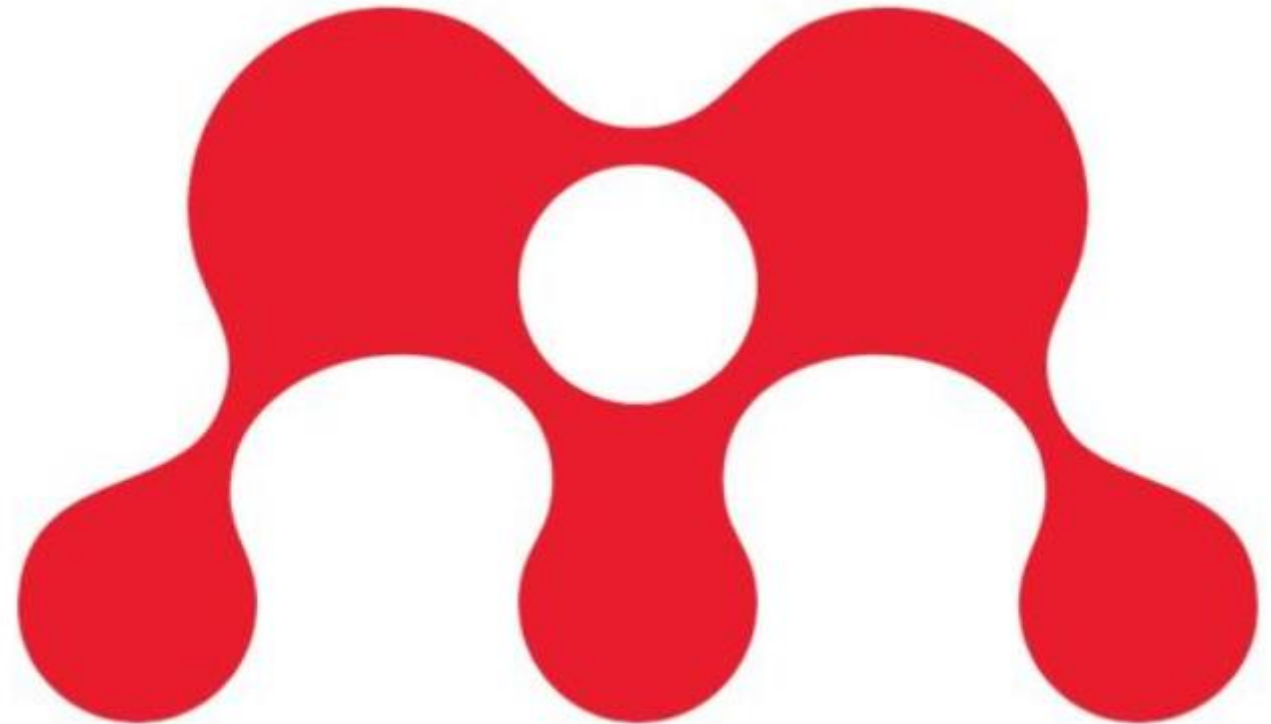
By: Padhi, Amarnath; Mitra, Anirban; Paul, Subrata. In: 2020 International Conference on Computer Science, Engineering and Applications (ICCSEA) Computer Science, Engineering and Applications (ICCSEA), 2020 International Conference on. :1-5 Mar. 2020; IEEE Language: English. Base de dados: IEEE Xplore Digital Library

2. Inicie a sessão para obter acesso a este resultado.

Indexação Disponibilizada por: Scopus®

Step 5: Select articles and archive them

- Ordering or referencing software (ex. [Mendeley](#)).



Step 6: Systematize evidence

- **Using an Article Matrix**

Table 3.1: Summary table

Author/ Year	Research Design	Participants or Population Studied	Comparison	Outcome
Smith/2010	Mixed methods	Undergraduates	Graduates	Improved access
King/2016	Survey	Females	Males	Increased representation
Miller/ 2011	Content analysis	Nurses	Doctors	New procedure

Mauldin e DeCarlo, SD

You will have a lot of very diverse articles to use so it is useful to systematize the information:

Article Matrix

Table 3.1: Summary table

Author/ Year	Research Design	Participants or Population Studied	Comparison	Outcome
Smith/2010	Mixed methods	Undergraduates	Graduates	Improved access
King/2016	Survey	Females	Males	Increased representation
Miller/ 2011	Content analysis	Nurses	Doctors	New procedure

Mauldin e DeCarlo, SD

Article Matrix Items (minimum):

- **Author(s);**
- **Publication Year;**
- **Main objective of article;**
- **Methods/research design;**
- **Topic and research object (case study, sample, etc.);**
- **Findings.**

Table 3.1: Summary table

Author/ Year	Research Design	Participants or Population Studied	Comparison	Outcome
Smith/2010	Mixed methods	Undergraduates	Graduates	Improved access
King/2016	Survey	Females	Males	Increased representation
Miller/ 2011	Content analysis	Nurses	Doctors	New procedure

Mauldin e DeCarlo, SD

The literature review:

- With all the information systematized you can write the literature review
- It is a narrative, where you tell the story of what has been said about the topic and how it relates to your research question/hypothesis or argument (gap in the literature, further inquiry on a topic, specific line of study, etc.)
- The literature review set the background for the development of your work on the topic you choose in any of the modalities of Masters' Project you Choose.

How to write a literature review



 Scribbr



The literature review:

- Overview and your topic
- Research question/objective of review
- Organize literature (dates, subject, concepts, etc. - remember **article matrix**)
- Identify gaps, inconsistencies and contradictions (remember the **annotated bibliography** and the **critical reading**)
- Identify weaknesses or limits of studies used
- Summarize and conclude – implications, gaps, further research...
- Your MP's place within this literature configuration – what literature/conceptual challenge are you responding to?

More details here:

- Galvan et al. 2017: Reporting
- Zemach and Rumisek 2005: Academic Writing



ACTIVITY



WHO: Individual

WHAT: Article Matrix.

Min. 5 Articles of your choice.

WHERE: MsTeams

HOW LONG: 24-02-2025