



Evaluate Print Books and Ebooks

Brief CRAAP Evaluation Criteria

CRAAP Evaluation for Print Books

CRAAP Evaluation for Print Books: Example

More Tips to Evaluate Print Books

Evaluate E-books

Evaluate Print Books and Ebooks: **brief CRAAP evaluation criteria**

Currency: *Timeliness of the information*

- When was the information published or posted?
- Any updating or revision on information?
- Science, IT, and health topics need info as recent as possible.
- For websites, the links must be functional, revised or updated within the last 2 years.



Relevance: *Meets information needs*

- Does the information answers to your topic's needs at the appropriate level; not too simple?
- Have you checked through a pool of sources before selecting which ones to use?
- Do you think that your sources are convincing enough for your audience?



Accuracy: *Reliability, truthfulness and correctness of the content.*

- Where does the information come from and is it supported by evidence?
- Has the information been reviewed or refereed especially for journal articles?
- Is the information objective, with proper proofreading?



Authority: *Source of the information*

- Is the author an established expert in his field?
- Who is the publisher, sponsor or source and can they be contacted for verification?
- For websites check the URL e.g. credible ones are .edu .gov



Purpose: *The reason the information exists.*

- Is the information fact or opinion?
- Is it to inform, teach, entertain, sell or use as propaganda?
- Read the preface for book to check author's views.
- Evidence for opinion is supported by facts and statistics.

Ref:

http://www.csuchico.edu/lins/handouts/eval_websites.pdf

CRAAP Evaluation for Print Books

Do not evaluate a book base on its catalog record.

Examine the book physically especially the title and verso page, read the preface as to see what the author(s) say about their own work, check the contents and look for the presence of bibliographical references to indicate the author did research for his book.

Read what the publisher's editors have to say upon reviewing the book. Established academic publishers maintains the quality and reputation of their books by engaging experts in their field as authors.

Currency: is the information up to date?

The copyright date is on the verso page (page after the title page). Is it the latest edition or published in recent years especially for IT and technology books.

Relevance: does it meet your research topic?

Check the contents page and also index(s) for relevant topics.

Authority: Is the author established in his field and is the publisher an academic one?

Check the Preface to identify the purpose of the book and such contents are necessary. Look for other works by this same author. Check the background of the author (where did he graduate from). Check the background of the publisher (is it a university press, government agency or established academic publisher like Sage, Cengage, etc.)

Accuracy: Is the information correct, reliable, based on proven facts?

Check for footnotes, bibliographical references that verifies the author's work.

CRAAP Evaluation for Print Books: **Example**

Organizational Behaviour, 8th edition, 2013 by Buchanan & Huczynski. Publisher's Note.

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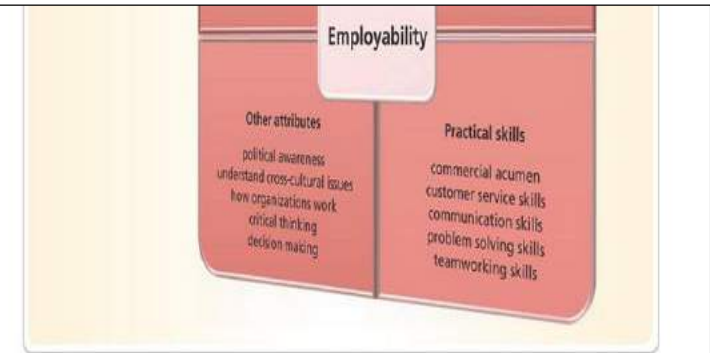
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Sample page with references. Author is writing based on research.



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Evaluate Print Books: **More Tips to Evaluate Print Books**

Purpose: Why was the book written?

To inform? To persuade? To entertain? To teach? To provide an overview?

For whom? The audience.

Is the level of the book suitable for the level of the student?

Publisher: Who published the book?

University Press?
Commercial publisher?
Professional body, trade association, or Research Center?
Government ministry?
Self-published?

Date of publication.

IT, computing & health sciences need recent information. Geology, history, language utilizes older material as well.

Timeliness is the key.

Organization & content.

Look at the contents page for proper headings for topics that should be arranged in a logical flow.
Look for references and indexes as well.

Authority/Author.

Is the author an expert in his field? What is his current position? What are his other published materials? Has he been bestowed with awards?

Bibliography

There should be references for the chapter and also a special reference page at the end of the book, before the index page. Check for clear citation, up-to-date references.

Illustrations

Charts, graphs, maps, photographs should be clear and professional to support concepts taught.

Usefulness

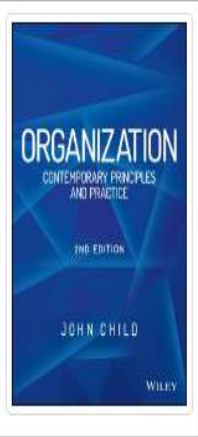
Does the book support or refute an argument? Any given examples such as surveys, case studies, incidents, primary research findings? Provide opportunities to address topic further?

Evaluate E-Books: Example from Ebrary

Title page with title, subtitle, edition statement, author(s), editor(s), publisher.


Ebooks can be evaluated according to CRAAP just like print books.


ProQuest ebrary Home Search Bookshelf ?





Organization : Contemporary Principles and Practice (2)
by Child, John


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ORGANIZATION

Contemporary Principles and Practice

2nd Edition

John Child

WILEY

Evaluate E-Books: Example from Ebrary

The preface where the author share his stand and viewpoints on his book and the topics covered.

Ebooks can be evaluated according to CRAAP just like print books.

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Check for references and index at the end of the pages.

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Verso page with publication details.

PREFACE FROM THE FIRST EDITION

collective effort, vital though this is. The way we organize and govern our companies and other institutions also affects how benefits, opportunities, and privileges are distributed in society. There is increasing evidence that it has direct effects on our health and personal well-being. This book therefore draws upon research and experience in order to reach an informed view on contemporary organizational practices. Its scope and the contents of each chapter are summarized at the beginning of Chapter 1. Although the book concentrates on the organization of business firms, much of its analysis applies to other areas of organized activity.

Like its ancestor, *Organization: A Guide to Problems and Practice* (1977, 1984), this book has arisen mainly from my experience in research and consultancy. It has been refined through engagement with the members of MBA classes in the universities of Birmingham, Cambridge, and Hong Kong, who have contributed from their varied experiences of managing and organizing. In writing the book, I have had in mind both people who are practicing management and those who are studying it. For the benefit primarily of students, the chapters close with questions for discussion and endnotes on the main sources used. The endnotes also serve to indicate further reading. Each chapter also begins with a short overview and ends with a summary of key points.

Although organization tends to be regarded as a subject for managers and students of management, I do passionately believe it is a matter of direct and immediate concern to everyone in society. Organization affects all of us in so many ways that we should not be content to leave the decisions on it to "leaders" and "experts." Organization is not simply a technical matter of finding an optimum solution. It should become apparent from a reading of this book that there are normally alternative ways of organizing to meet a given functional requirement, and that the choice between them is as much a matter of social preference as of scientific rationality. It is important to appreciate that there is some choice in the ways that public, industrial, and other institutions are organized, because it is the expression of a preference between such choices that will take us closer to a fully democratic society.

I have been very fortunate to have enjoyed a great deal of help and encouragement in writing this book. Several friends, especially Homa Bahrami, Ray Loveridge, Eugene McKenna, and Stuart Evans, have for many years been urging me to apply to the contemporary scene the practice-oriented approach I had developed in the earlier book on *Organization*. It has taken a long time and I hope they feel the result is worth the wait. Suzana Rodrigues, my close collaborator in much recent work, has contributed many telling insights and has never allowed me to stray too far from my roots as a writer on organization despite the competing fascination of China. Periodic engagement with Max Boisot's outstanding analytical mind has been immensely stimulating, as has exposure to the wisdom that Marc Verstrynge has distilled from his career as a successful chief executive. I have also benefited from the exchange of ideas with many colleagues at the Universities of Birmingham, Cambridge, Hong Kong, and Oxford, including Andrew Brown, Peter Clark, David Faulkner, George Frynas, Sally Heavens, Sek Hong Ng, Yigang Pan, Christos Pitelis, Robert Pitkethly, Edmund Thompson, David Tse, and

Evaluate E-Books: Example from Ebrary

Ebooks can be evaluated according to CRAAP just like print books.

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