

KENYA FORESTRY RESEARCH INSTITUTE		
TITLE: FOREST RESEARCH SUPPORT SERVICES PROCEDURES MANUAL	REF: KEFRI/SOP/FRSS/13	ISSUE DATE: 12/11/2021

KEFRI/F/LIB/07



LITERATURE SEARCH REQUEST FORM

(Fields marked with an * are required)

Name * _____ Date*: _____ Lib No. / Staff No. _____

Email *: _____ Phone Contacts * _____

Designation*: _____ Department*: _____ Sign*: _____

Please fill in and submit the form below. Please keep in mind that searches can be quite extensive and time-consuming, so please request literature searches well in advance of any deadlines. (Please fill out as much information as possible)

Purpose of literature search request (Tick Appropriately)

- ☐ I'm writing an article for a peer-reviewed journal.
- ☐ I'm writing a proposal. Please provide the title below.
- ☐ I'm working on a presentation.
- ☐ I'm working on a course reading list, or developing a new course.
- ☐ I'm putting together information for a workgroup or taskforce.
- ☐ I'm exploring an area of research, and am in the initial stages of my research.
- ☐ Other (fill in space below)

Urgency/Date required (dd/mm/yy):...../...../.....

Suggest terms/keywords/synonyms to narrow or broaden search (please define acronyms) *

How recent should the research topic be? * (*Published in*)

- ☐ Last two years
- ☐ Last five years
- ☐ Others

How would you like to receive results? *

- ☐ Via email (You will receive one email with results from all databases as attachments)
- ☐ As an Endnote file (Please provide a flash drive or set up an appointmentfor transmission)
- ☐ In PDF/Word document (citations only, no links to full text articles)
- ☐ Other (Please fill in field below)

Please provide any other information that you think is important to know about this search.

Online Literature Search Request Form url: <https://www.kefri.org/elibrary/>