



# Dissertations and Theses at the CIIS Library

## What's the difference between a dissertation and a thesis?

They are both defined as a "treatise advancing a new point of view resulting from research, usually a requirement for an advanced academic degree." A dissertation is required for a Ph.D (Doctor of Philosophy) or Psy.D (Doctor of Psychology) degree, while a thesis may be required for a master's degree.

## CIIS Library has

- Print copies of all CIIS students' dissertations and theses. These circulate for three weeks and may be renewed once for an additional three weeks.
- Online copies of CIIS students' dissertations and theses from 1996/97 onward.
- Online copies of most U.S. and Canadian dissertations and many theses, from 1996/97 onward.

## Finding CIIS dissertations or theses

There are two ways to search for CIIS works:

- Search **CIIS Online Dissertations and Theses** by **advisor, keyword, author** or **title**.  
*Select "CIIS Online" under "Find Theses & Dissertations" from the "Research" section of the Library's web site.*  
Searching for the faculty member as "advisor" retrieves works where that faculty was chair of the dissertation committee or main thesis advisor.

-or-

- Search the **Library Catalog** by **author, title** or **program** (but not by subject or advisor)  
*Select "Library Catalog" from the Library's home page.*  
To search by program, search for the full name of the program, not the acronym. For example, search for "drama therapy," not PDT. Click on "call #" at the top of your results display to group all the dissertations and theses together.

## Finding all dissertations or theses on a topic


There are two ways to search for dissertations:

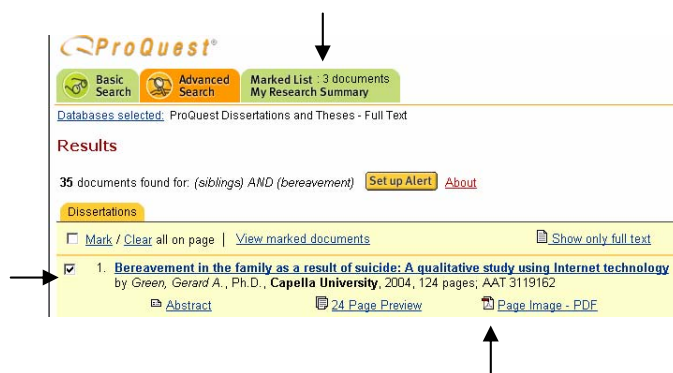
- Search **ProQuest Dissertations & Theses** for all disciplines  
*Select "All U.S. & Canadian" under "Find Theses & Dissertations" from the "Research" section of the Library's web site*

-or-

- Search **PsycINFO** for dissertations in psychology. Masters theses are not included.  
*Select "PsycINFO" under "Find Articles" from the "Research" section of the Library's web site.*  
Include the keyword "dissertation".

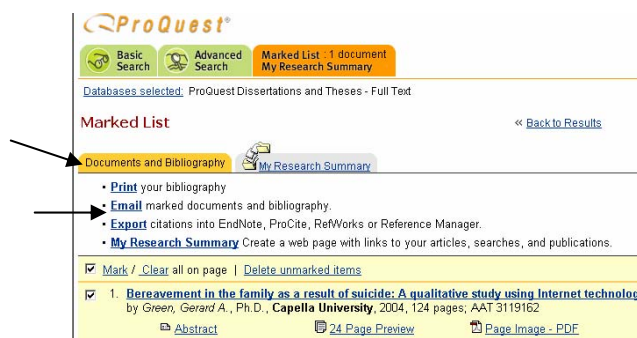
## Reading the full-text of online dissertations or theses

If a dissertation or thesis is available in its entirety online, you will see a PDF icon:  and the words **Page Image**. Click to connect. If you only see a link that reads **Full Text Options**, then the document is not available immediately for free.



## Emailing the full-text of online dissertations or theses (CIIS students, staff, & faculty only)

To email the document to yourself, *mark* the document by clicking in the box to the left of the title. Then select the **Marked List** tab. Click on the **Documents and Bibliography** tab, then select **Email**. Select **Page/Article image**, then complete the blanks below and click the **Send Email** button.



You will receive an email with a link to the document. Scroll down to the line in the email that reads **Document URL**, then click on the link. If off-campus, you will be prompted for your last name and CIIS ID number at this point.

If technical problems prevent you from opening the dissertation, the Library can put it onto a CD for you. Email [askref@ciis.edu](mailto:askref@ciis.edu) with the title, author and date(s) of the dissertation(s) and your name, program and contact information.

## What if the full text isn't online for free?

You have three options:

- Request the item through CIIS Library's Interlibrary Loan service. Select "Interlibrary Loan" from the Library's home page, then choose the "Dissertation/Thesis Request Form."
- Purchase a copy from UMI/ProQuest. Click on the **Full Text** Options link and follow instructions on the screen, or phone 1-800-521-0600.
- Visit the Library at the originating institution

## Need Help?

Drop by the Library Reference Desk, email [askref@ciis.edu](mailto:askref@ciis.edu), or call (415) 575-6186.