



# Databases, online information sources & use AI

## CONTENT

1. Databases & Online information sources
  - a. Introduction
  - b. A few tips
  - c. Book a Librarian
  - d. Databases
  - e. Other online databases and interesting sources
2. Use of AI for research
  - a. Policy
  - b. ChatGPT is not a search-engine
  - c. Tips voor prompting: het koffie-model
  - d. How to refer?
  - e. AI-tools for research

## 1. Databases & online information sources

### Introduction

Even without a physical library it is still possible to find and use sources. There are thousands of databases and forums online where you can find journals, articles, and sometimes entire books. When you are a student at KASK & Conservatorium, you have access to some specific databases, but there is more waiting for you. In this document, we explain how you can find and use databases at school and at home. And we also made a summary of some other trustworthy sources for information.

KASK & Conservatorium has subscriptions for specific databases about the arts. These databases are collected on the Kunstenbibliotheek website: [www.kunstenbibliotheek.be](http://www.kunstenbibliotheek.be), listed under the tab 'collections'. You can click on them to visit the webpages of the databases. When you search for information in our catalogue, search results from some of these databases will automatically appear. Within Hogent there are more databases available on all sorts of subjects, from life sciences to healthcare. Via [bib.hogent.be](http://bib.hogent.be) and then click on the tab 'databases' you will get an overview per department, or you can search alphabetically. You can also find the list at the bottom of our catalogue under the heading 'A-Z list (e-sources)'.

While searching you'll get to know the uniqueness of the source. A database could collect for example articles from Belgian newspapers, while another collects exclusively peer-reviewed academic papers. Your research subject determines which collection is useful for you. That can be an academic paper but also a historical document, poems, diary entries, artist's texts or interviews. Depending on your subject you can search in different databases and/or different library collections. Each database or catalogue leads to other results. It is therefore wise to use databases and various sources complementary.

Applications such as Evernote or Zotero can help you easily save and organize the information you find. You install this application in your web browser and with one click you save the reference and location of your source. If you log in to our catalog as a user, you can also keep lists of your searches and search results there.

### A few tips

- Search with keywords or author/artist names; full sentences pollute your search.
- Keep a record of your findings or sources
- Quote correctly using APA method (results in databases generate automatic a correct source citation). Our catalogue gives you that option via the "export" button.
- Respect copyrights

## Book a Librarian

Do you still have many questions during your research or writing your thesis? Would you like additional explanation about targeted searching and processing of information? Anyone studying at KASK & Conservatorium can make a 30-minute appointment with a library staff member, via Teams or live at Kunstenbibliotheek.

During this moment we will discuss your research questions and guide you towards the correct and relevant sources.

You can request an appointment via the button on [bib.hogent.be](https://bib.hogent.be) or directly via this link: [Book a librarian \(office.com\)](https://bookalibrarian.office.com)

## Databases

The databases the school subscribes to, are secured based on your internet connection (IP address). On Hogent campuses, you can freely access these databases (via the catalogue at [kunstenbibliotheek.be](https://kunstenbibliotheek.be) or the list at [bib.hogent.be](https://bib.hogent.be)). From home, you can search the databases but not view the results; for that, you must sign-in using your Hogent-email adress.

### Multidisciplinary databases

#### Google Scholar

The academic version of google, where only academic publications are searched. Sometimes you will find complete articles but usually they are references to articles or publications. Be critical of the texts you find, look carefully at the references of a text, a high number of references is a good sign.

#### - SpringerLink

Multidisciplinary database with approximately 1400 full text magazines, about 18000 e-books. Literature, philosophy and history are separate disciplines in this database, just like economics, mathematics and education.

#### - Web of Science

Important database with references of scientific articles from both arts/social sciences and the exact sciences

## Drama, visual and audiovisual arts

- **Arts Premium Collection**

A collection of different databases with (academic) texts about film, visual arts, design, music, drama and humanities. The three databases you have access to, are:

- o **Music & Performing Arts Collection**

This collection contains literature reviews and bibliographies in the fields of music and performing arts, with fulltext files from hundreds of magazines and also search the International Index Performing Arts. This collection is kept up to date monthly. Topics range from musicology to blues or from theater to popular media.

- o **Screen Studies Collection**

The largest collection of film theory there is. Three main catalogs are at the core: Contains Film and Media Studies, Filmhistory, Filmcritic and Filmography. An extensive overview of current publications related to film studies. In addition to detailed and comprehensive filmographies, this collection also includes the FIAF International Index, Film Periodicals Database and the detailed and additional filmographies created by the American Film Institute and the British Film Institute; AFI Catalog and Film Index International.

- o **Art, Design & Architecture Collection**

An extensive overview of current publications in the field of visual and applied art. Includes the specialist indexes ART Bibliographies Modern (for modern and contemporary art), Design & Applied Arts Index (for all aspects of design and craftsmanship) and International Bibliography of Art (a collection of scientific studies on western art history). Many full-text articles.

- **ArtStor in JSTOR**

Artstor is a collection of approximately 300 collections that provide more than 2 million images for educational and scientific use. The image database brings media from international museums, archives and institutions together.

- **Art Source**

Art & Architecture Source is an extensive full-text database for research in the arts into visual and applied arts, but also into architecture and design. It has a international coverage and offers hundreds of articles from full-text art magazines and books, plus detailed indexes, abstracts and images.

## Music

- **Oxford Music Online** – access via network HOGENT or at home via EZProxy (starting 12/10/2026)  
Music encyclopedia compiled by Oxford.
- **JSTOR Music Collection**  
A collection of full-text journal articles about music - also contains music scores.
- **Vlaams Muziekarchief** – vrije toegang  
Database of 40.000 Flemish records.

## Other online databases and interesting sources

Below you will find a list of databases and other information sources to which KASK & Conservatorium does not have a subscription, but which may be interesting for your research and which may be fully accessible via another means, for example via the Koninklijke Bibliotheek (KBR) or the libraries of Ghent University.

Databanken or online libraries and archives

**JSTOR** – partial open access

Online database with partial fulltext files.

JSTOR offers access to almost 12 million magazine articles, books, images and primary sources in 75 disciplines. The collection is very wide and contains information ranging from Medieval manuscripts, general health care or social and political topics.

<https://www.jstor.org/>

**Directory of Open Access Books / Journals** – open access

A database of academic books, articles or journals made available for use by the author(s).

<https://www.doabooks.org/>

<https://www.doaj.org/>

**Oxford Art Online** – partial open access

Collection of sources and documents about artists, periods or styles. It is a kind of academic wikipedia of art. It can also be useful to find personal details. It's a scholarly source, so if you're saying something briefly about someone and you want to use a footnote, you can refer to Oxford Art.

<https://www.oxfordartonline.com>

**Bloomsbury Collections** – partial open access

Bloomsbury Collections gives access to qualitative research in all domains of humanities and social sciences. It contains more than 6.000 titles of which only 210 are open access.

<https://www.bloomsburycollections.com>

**De Bibliotheek Nederlandse Letteren** – open access



The national library of the Netherlands. A collection with historical Dutch and Belgian texts, magazines and other writings about language and information about authors or artists. Different texts are digitized or sometimes even downloadable as an e-book.

<https://www.dbnl.org>

**Het Archief** – open access

Website with audiovisual material from Flandres' culture, media and government sector. The archives contain material from more than 100 very diverse organisations; from broadcasts to civil society organizations and from cultural institutions to local authorities.

<https://hetarchief.be>

**Art in Flanders** – open access

A website with the collections of 60 Flemish museums.

<https://artinflanders.be>

**Europeana** – open access

Project of the European Union to bring together all (European) online sources. Currently, the collection is rather limited and historical in nature, but despite that you will find interesting images and sometimes also texts.

<https://www.europeana.eu>

**Library Stack** – partial open access

Library Stack combines the role of database, archive, publisher and distributor with focus on current arts and design.

<https://www.librarystack.org>

**Institute of Network Cultures** – open access

Institute of Network Cultures (INC) analyses and shapes network cultures through events, publications and online dialogue. A wide focus on design, activism and arts. Here you can find publications, alternative revenue models, examples of critical design, digital counterculture and much more.

<https://networkcultures.org>

**Rhizome** – open access

A gathering place of born-digital art and culture since 1996. The platform is since 2003 in residence with The New Museum NY. You find online exhibition, texts, open-source software, ect.

<https://rhizome.org/>

**Archive of Digital Art** – open access

A website that focuses on archiving of media art, design and in particular on digital art. In addition to works of art and artists, it contains more than 3000 texts. The artists and works are divided into different 'genres' as Bio Art, Database Art, Digital Activism, Digital Animation, Digital Graphics, Game Art, etc.

<https://www.digitalartarchive.at>



**AWARE** – open access

Stands for Archives of Women Artists, Research and Exhibitions. The aim is the creation, indexation and dissemination of information about female artists of the 20<sup>th</sup> century.

<https://awarewomenartists.com>

Online journals or magazines with online archive

**De Witte Raaf** – open access

Belgian art critical magazine. All previous editions and all articles can be found on the website. You can easily search by subject, theme and author.

<https://www.dewitteraaf.be>

**Etcetera** – open access

Belgian theatre-magazine. Via the archive can you find and read all numbers. Mainly texts about theatre, performance and literature.

<https://e-tcetera.be>

**Sabzian** – open access

Belgian website with film criticism. Both new and old (translated) texts. The website wants to be a cinephile map for Belgium and surrounding areas.

<https://www.sabzian.be>

**E-flux** – open access

Online art magazine. In addition to announcements of exhibitions, also full texts or book reviews from the magazine. You can also search on subject, author, ... In addition to critical texts, also a lot of artists texts – often with an activist slant.

<https://www.e-flux.com>

**Texte zur Kunst** – open access

A German/English magazine with articles, reviews of exhibitions about art, film, mode, art criticism, interviews, .... Since 2006, the entire main section of the magazine has been published in both German and English.

<https://www.textezurkunst.de/>

**Vertigo magazine** – open access

Film magazine was founded in 1993 in the UK by a group of filmmakers, thinkers, writers and activists. It grew up to be an important reference for the discussion about film culture and -history. Contains essays, interviews, discussions, portfolios, scripts and hybrid work.

[http://www.closeupfilmcentre.com/vertigo\\_magazine](http://www.closeupfilmcentre.com/vertigo_magazine)

Internet archives

Collections of information found or reproduced on the Internet. They do not always follow the letter of copyright law but follow the principle of 'open access'.



**Ubuweb** – open access

A collection of artistic films, sound works, but also poetry and texts. You find references to works, some historical artists' magazines, philosophical texts and much more.

<http://www.ubu.com>

**Monoskop** – open access

An online collection website with texts, papers and catalogues from art history. You can see the different themes in an overview or you can search by subject or author. The website brings together different media and thus shows avant-garde magazines, artist texts, design, radio, experimental music/film and experimental/underground culture in general.

<https://monoskop.org>

**Internet Archive** – open access

A non-profit online library which brings together various 'open source' materials. Not only books or articles, but also films, television episodes, etc.

<https://archive.org>

**Open Culture** – open access

Website with a collection of films, images, books etc. An eclectic collection with a lot of advertising on the website, but there are useful links under the heading 'Free Art & Images' to other databases with online books, articles and the like.

<http://www.openculture.com>

**Collaboratory for Digital Discourse and Culture** – open access

Fascinating online collections around different themes, for example Situationist International Online of Feminist Theory Website.

<https://www.cddc.vt.edu/publishing.html>

## 2. Use of AI for research

### Policy

Artificial intelligence (AI) is evolving rapidly and has become ubiquitous in education. Within HOGENT/KASK there is a broad framework for this that provides general guidelines for students. You can read it here (dutch): [Kader en richtlijnen AI voor studenten](#).

AI is merely used as a 'tool' within HOGENT and requires every critical student to pay attention to a number of points (You can read an extensive framework with points of attention [here](#)). This concerns themes such as responsibility, ethical considerations, uncertain quality and effectiveness, privacy and ecological awareness.

HOGENT's policy also stipulates that every lecturer or teacher may introduce gradations of admissibility per course unit, after internal consultation with the program. **o be sure to check with your teacher in advance what you can and cannot use!**

In any case, there are 3 guidelines for responsible use that apply to all students:

#### 1. Transparency

For an assignment, paper or report, students must explain which tools they used and how they worked (for example which prompts were used). Misuse of AI constitutes exam fraud.

#### 2. Reference correctly

References and citations must be made correctly at all times in accordance with the APA referencing style. If you do not cite your source when copying AI-generated text, this constitutes plagiarism.

#### 3. Use consciously

Use AI in an ecologically conscious manner. Its use requires a lot of computing power from a server and therefore increases your ecological footprint (de Vries, 2023). Use it sparingly! Be as critical as possible when using these tools and their results; there are risks in terms of privacy, biases and prejudices, and content quality. You remain responsible for the work you deliver.

## ChatGPT and co = not search engines

ChatGPT (<https://chatgpt.com>) and other popular Large Language Model tools (Claude Sonnet 2, Gemini, etc.) are not search engines. They are language models based on artificial intelligence, specialized in conducting dialogues. They do not search for the correct answer to your question. They give the most likely or plausible answer, based on patterns in a huge input dataset (websites, internet

forums, and digital sources). Reality or truth is irrelevant. You can best compare this to the autocorrect feature on your smartphone. Moreover, there is (usually) no data entered after mid-2024! This means that ChatGPT and co sometimes 'hallucinate' and make up answers. It just sounds very credible. You need knowledge yourself to assess the value of the output. After an initial online search for information, always look for scientific references and analyze the suggested sources. In addition, AI models are not free from bias (because they are based on patterns), so be aware of that. Never just copy information; interpret, analyse, and process it.

What are ChatGPT and other language models suitable for?

- Writing, translating, adapting texts and tone of voice to target groups
- Correcting language errors in your text
- Simplifying complex texts or converting tables into texts (or viceversa)
- Coming up with a (research) title
- Formulating, refining or improving a research question...

Why is ChatGPT not suitable as a reliable source of information?

- Can not assess its own sources (usually does not have access to the current internet)
- Does not (usually) contain content from after 2024
- The content used is 'everything' on the web, including the rubbish.
- Sometimes hallucinates + is not free of bias (patterns in datasets)
- Not strong at providing references (often unreliable, outdated, etc.)

Moreover, it is important to realize that all information, text and data that you enter into AI tools is reused to provide new results. This means that personal or organizational-sensitive information becomes available to everyone. So think carefully about what you enter.

## Tips for prompting: het koffie-model

The quality of your ChatGPT result depends on the way you formulate your prompts. Prompting is the instruction, question or assignment given to an AI model. The stronger your prompting, the better the results you get. A good prompt is specific, contextual, and concise. Below we provide some tips for developing strong prompting. At Hogent this is called het koffie-model (**k**laar/clear, **o**mschrijf/describe, **f**ocus, **f**ine-tune, **i**terated, **e**valuate).

### Be clear (Klaar)

Think carefully in advance why you want to use an AI assistant.

- *What goal do you have in mind and what output do you expect?*
- *What questions should you ask to generate a quality answer?*

### Describe (Omschrijf)

It is important to provide ChatGPT and co with a context before the assignment is given. What role

should the generator play, how formal or creative can the text be, what exactly does the assignment consist of? This way you can get answers that are more relevant to your specific assignment. Ex:

- *I am a bachelor student and have to write a paper about...*

- *I am a master's student at an art college and would like to receive linguistic feedback on...*

### **Focus**

Dig deeper into the details of the assignment. How extensive should the answer be, in what format, in what language, etc.? Also inquire about the reliability level of the answer. Some generators allow you to ask them to suggest sources so you can check the answer.

### **Finetune**

Does the answer not meet your expectations? Then you can improve and refine this by asking additional questions or by providing example answers. This way the AI assistant can answer in the form you want. Ex:

- *Explain paragraph three further...*

- *Now put everything in a schedule and make sure that the left column contains numbers...*

### **Iterate**

It can be useful to ask the same question in a different way or to ask the same question twice. After all, you will never get two identical answers.

### **Evaluate**

It is extremely important to look very critically at the answers generated.

- *Is the quality of the generated text good? Is the text complete? Isn't it too superficial?*

- *Do I have sufficient knowledge to assess whether there are any substantive errors in the text?*

- *Does the information generated match other reliable sources?*

- *Where can I improve, supplement or better substantiate the text? Is this answer free from bias?*

Remember that **you** always remain responsible for the quality, correctness, integrity and originality of your text.

## How to refer?

Your teacher can decide for themselves how transparency should take shape. You may need to include a statement at the beginning or as an attachment explaining whether and, if so, which AI tool was used and for what purpose. If a text generated by AI is taken verbatim or copied by students, the source must be specified. If students fail to do this, it is considered plagiarism. Guidelines have now been developed for the APA referencing style.

For example:

*APA format:*

Open AI (2023, ChatGPT (Day Month version) [Large language model]. <http://chat.openai.com>.

*Reference in text:*

(OpenAI, 2023)

## AI-tools for research

Below we list some AI tools that are available for free and interesting research.

In addition, there is such a thing as AI-hubs, which are platforms on which you can find an extensive overview of tools and their areas of application. Some examples are: [thereisanaiforthat.com](http://thereisanaiforthat.com), [futuretools.io](http://futuretools.io) en [Futurepedia](http://Futurepedia).

Please note: the range and lifespan of AI tools are constantly changing. The list below dates from August 2026 and therefore is vulnerable for change within months.

- [DeepL](#)  
*Translations*
- [Keenious](#) - [Research Rabbit](#) – [Elicit](#) – [Litmaps](#) – [Perplexity](#) – [ScholarAI](#) - [Scite](#)  
*Map out the information landscape and help you find relevant literature and sources based on uploaded text, prompts, PDFs, etc. Summarize complex articles.*
- [ChatGPT](#) - [Google Gemini](#) – [Claude](#) – [Copilot](#) - [ChatPDF](#)  
*Can be used for language and writing purposes (improvement, summarization, etc.)*
- [Dall-E](#) - [MidJourney](#)  
*Generating images*
- [Transkribus](#)  
*Recognizing and interpreting historical texts*