Provide both a clear and organized presentation and show all of your work. Evaluate the following integrals:

1. $\int \frac{x^{4}-x^{3}+x^{2}-4 x-1}{x^{2}+x+3} d x$
2. $\int \frac{3 x^{3}+6 x^{2}+6 x+5}{\left(x^{2}+3\right)\left(2 x^{2}+x+1\right)} d x$
