



## Fields & Searching

### Simple Search

- **Search in any field:** Type a word or phrase about your topic, and the system will retrieve articles that contain your word or phrase anywhere within the article title, journal title, author, abstract, or text.
- **Search in title only:** Type a word or phrase, and the system will return articles with your search term in the article title.
- **Search in abstract only:** Type a word or phrase, and the system will return articles with your search term in the abstract.
- **Author's name:** Type an author's name, and the system will retrieve articles that include this person as an author.
- **Others:** Additional types of searching are found on the **Expanded Search Form**, including the ISSN and journal title.

### Browsing

You can browse for a specific journal title. Select the letter the journal title begins with, and you will see a complete list of the journals in the Electronic Journal Center. You can then select the title, followed by the specific issue and article. You can also browse journal titles by subject category.

### Special Features

- If you select a journal title from the alphabetical list, you have the option to search the OhioLINK Central Catalog for this title. This is helpful, if you are looking for older copies of a journal. Most of the journals in the Electronic Journal Center only go back to the mid-1990's.
- Many articles in the Electronic Journal Center are also indexed in the *Arts & Humanities Citation Index*, the *Science Citation Index Expanded*, and the *Social Sciences Citation Index*. If you are interested in other articles that have referred to a specific article, you can click on the link to receive a list of articles that refer to your article.
- You can choose to be notified via e-mail each time a new article fits your saved search. To do so, you need to register, using the link at the bottom of the search screen. After registering, you can run a search and save it. Each time a relevant new article is loaded, you will receive an e-mail with the article's URL address.

\*\*It is important to remember your password information, since neither OhioLINK nor your local library can supply you with this information.

### General Search Hints

- Use any combination of upper and lower case letters.
- When they are available, use the links provided on the search screen, rather than your browser's forward and backward buttons. This will prevent your session from timing out.
- You will need an Adobe Reader to open and print PDF files.
- Use an asterisk to expand your search (e.g. "garden\*" finds "garden," "gardeniae," and "gardeners").
- Plurals are automatically searched.
- Use quotation marks around a phrase to search for the exact phrase (e.g., "molecular science" in quotation marks will return articles that use the exact phrase. Without quotation marks, the results will include articles that contain "molecular" and "science" in any order).

### Advanced Search Hints

Advanced searching is available using connectors. Advanced search terms:

- **AND:** means that all search terms must be present in the article, but they can be in any order (e.g. "architecture and Italy" retrieves only those articles that contain both "architecture" and "Italy").
- **OR:** means that all articles containing either search term will be retrieved (e.g. "AIDS or HIV" retrieves any article that contains either "AIDS" or "HIV," expanding your search). You can also use the OR statement to find multiple spellings of the same word, e.g., "fibre or fiber" will return articles that use either spelling of the word fiber).
- **NOT:** means that all articles with the second term will be excluded from search results (e.g. "persuasion not marketing" retrieves any article that includes "persuasion" when "marketing" is not used in the article).
- **NEAR:** means that only articles containing the terms within 10 words of one another will be retrieved, and they can be in either order. For example, "Newton near Einstein" returns any article that contains "Newton" and "Einstein," if they are separated by ten or fewer words. **NEARx:** allows you to specify the number of words that can fall between the two search terms.

**Limits and Sorting Options:** Using the two drop-down boxes, searches on the **Simple Search Form** can be limited two ways:

**Limit to references published during the past:**  
[week, month, 3, 6, or 9 months, or year]

**Limit to references published since:** [199x]

The **Expanded Search Form** also allows you to limit your search to a journal category or publisher by checking the appropriate box. Computer Science and Clinical Medicine are just two of the categories you can select.

Results can be sorted by:

**Relevance:** the first articles are those with the most frequent use of your search term(s).

**Date:** articles are sorted chronologically or in reverse chronological order.

### Questions?

If you still have questions about the Electronic Journal Center, please consult the online help or your library staff.