

Searching & Fields Easy Search

- **Topic:** Enter a word or phrase that might appear in the article title, abstract, or might be a keyword from the article's text. You may restrict your search to the title only by checking the title only box.
- **Person:** The person search allows you to search for a person as an author or as the subject of another author's work.
- **Place:** Type a word or phrase from the author's address. This allows you to find articles written by an author from a specific institution or geographic region. You may enter an institution name, department name, country, state, province, or postal code (e.g., "UCLA" returns articles written by authors from the University of California Los Angeles).

Full Search

- **General Search:** You can search for citations based on topic (described above), author(s), publication, or address(es).

Topic: Type a word or phrase about your topic.

Author: Type an author or editor name with the last name first, followed by a space and first initial (e.g. "brock t").

Source Title: Type the full or partial journal title. If you are using a partial journal title, you will need to end with an asterisk (e.g. Journal of Materials*).

Address: Type the institution name, department name, city, province, state, country or postal code for articles published while the author was publishing from that location (e.g. ohio univ).

- **Cited Reference Search:** Cited reference searches can be traced in two ways.

1) If you are looking at the results of a general search, you can click on **Cited References** to see a list of articles that refer to the article you selected. If a citation is listed in the database, it is underlined.

2) You can conduct a cited reference search to find out if anyone has cited a specific author's work. At the main search screen, click on **Cited Ref Search**, instead of **General Search**. Use the boxes on this screen to identify one or more articles you are interested in, and then follow the on-screen directions to find all of the articles in the database that refer to your article.

Special Features

- When you are looking at a specific article citation, you can find out which OhioLINK libraries carry this journal by clicking on the **Holdings** button. This links you to the OhioLINK Central Catalog page listing the libraries that carry this journal.
- If the article you are looking at is available in the Electronic Journal Center, a button linking you to the relevant article will appear.

General Search Hints

- Use any combination of upper and lower case letters.
- When they are provided, 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.
- Use quotation marks around AND, OR, NOT, SAME, and SENT when you are using them as part of a phrase, rather than as connectors.
- Use an asterisk in the middle or at the end of a word to find multiple spellings for the same word (e.g. "sul*ur" finds "sulphur" and "sulfur").
- Search hyphenated words or words containing an apostrophe by entering the terms both without the punctuation and with the punctuation replaced by a space. Search the two terms as an OR statement (e.g., "half-life" would be searched as "halflife or half life").

Advanced Search Hints

Advanced searching is available using connectors. Advanced search terms:

- **AND:** means that all search terms must be present in the citation, 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 citations containing either search term will be retrieved (e.g. "AIDS or HIV" retrieves any citation that contains either "AIDS" or "HIV," expanding your search).
- **NOT:** means that all citations with the second term will be excluded from search results, narrowing your search (e.g. "persuasion not marketing" retrieves any citation that includes "persuasion" when "marketing" is not in the article citation).
- **SAME:** means that only citations containing both terms in the same sentence will be retrieved (e.g. "Bush same Reagan" only finds citations that have "Bush" and "Reagan" in the same sentence).

Limits and Sort Options: You can limit your search by using the selection boxes at the bottom of the search screen.

Common limits include language and article type. You can also choose how your results are sorted. Useful options include:

Relevance: the first article citations are those with the most frequent use of your search term.

Latest Date: results are listed in the reverse chronological order (i.e., the most recent citations are listed first).

First Author: the results are alphabetized based on the first listed author's last name.

Questions?

If you still have questions about any of these databases, please consult the online help or your library staff.