

## Searching EBSCOhost databases

### Databases

- Access EBSCOhost databases such as [Academic Search Complete](#), [Business Source Complete](#), [CINAHL](#), [PsycArticles](#), [PsycInfo](#), and [Econlit](#). You can search more than one database by going to the [main EBSCO Database page](#) and then ticking the databases you wish to search.

### Searching

There are two search options, Advanced Search and Visual Search.

### Boolean Operators

You can combine your search terms using the Boolean operators, AND, OR, NOT.

Use **AND** to retrieve results which contain both terms. For example, "europe and integration", finds results that contain both these terms.

Use **OR** to retrieve results which contain both at least one of the terms. For example, "college or university" finds results that contain either college or university.

Use **NOT** to exclude a specific search term. For example, "television not digital" finds results that contain television but not digital.

In **Advanced Search** you can either enter the Boolean operator in the first search box, for example enter: "tourism and environment" or select a Boolean operator from the drop down menu to the left of the three search boxes to combine terms in different boxes. In Advanced Search you can select the field in which you wish to search, e.g. title, author, or abstract from the drop down menu on the right of the screen.

### Limit or Expand your search

Set limits to narrow your search results by e.g. publication type or publication date.

- To limit the search to academic journals click in the scholarly (peer reviewed) journals box.
- To retrieve articles published in a specific date range select the month and year from the drop down boxes next to published date.
- It is possible to limit your search to a specific document type or publication type. The default is all. Hold down the control key to select more than one document or publication type.

Expand your search, for example, to include related words.

### Truncation

- Use \* to truncate; e.g. strateg\* will find 'strategy', 'strategies'.
- Use ? as a 'wild card' within words.

### Clusters

Search results are grouped into subject, author, and journal clusters. The clusters display the most common subject areas, authors, and journals in your search results, and enable you to narrow your search or drive down through the results.

Click on a cluster heading on the left of the screen to narrow your search results. Once you have used the cluster headings to narrow your search, you can broaden, or move back up your search results, by clicking on the cluster headings running along the top of the results screen.

## **Viewing and Saving Search Results**

- Initial results are displayed in a shortened format (title and bibliographic reference). Click on the title to get the complete record.
- Click on the PDF link or Check for Full Text link to view full text.
- You can sort the results using the drop down menu at the top right, by date, author, sources or relevance.
- Some records may have a Cited References link. Click on this link to view records which have cited this article or record.
- Clicking 'Add to folder' underneath the article adds it to your folder. Click on 'Folder view' under the 'Folder has items' icon to view the contents of your folder. You can then print, email, or save the articles in your folder.
- Note: you will need to sign in to save the contents of your folder for your next session.

## **Citation Searching**

Some Ebsco databases offer the option of Citation Searching. Click on the Cited References link at the top of the screen. Search, for example, by author or title. Select the check box next to the article of interest then click on Find citing Articles to find the articles in this database which have cited this original work.

## **Visual Search**

The Visual Search displays a visual map of results organised by topics.

### **Starting**

Click on the Visual Search tab. Enter a search term in the box and click on Search.

### **Search results**

Your search results are displayed in columns. When you click on the subject (or publication) name, your results are narrowed even further

Using the buttons above the result list, group or filter your search

### **To preview an article**

To view a citation, click the article title in the green result box. A summary window will open on the right of the page showing more information about the article, including a brief summary.

### **To Collect Articles**

Use the Collect Articles area to "drag-and-drop" articles that you are interested in. Items that you "collect" will remain there for the current session, unless you remove them. To add to your session folder, click the 'Add to folder' link. Note: you will need to sign in to save the contents of your folder for your next session.

### **Block Style Result List**

This display style has two additional features - the control arrows, and the Results Map. To follow a path, use the **control arrows** on the left-hand side of the screen. Or, click in a new **block** within the Results Map to move to a different area of the Result List.