

DATABASES: These databases operate under the EBSCOhost platform: *American Bibliography of Slavic & Eastern European Studies, CINAHL and Pre-CINAHL, ERIC, Film & Television Literature Index, Hospitality & Tourism Index, Library, Information Science & Technology Abstracts, MEDLINE, PsycINFO and PsycARTICLES, Textile Technology Digest.* To search multiple databases, click on the *Choose Databases* tab and check those you want to search.

SEARCHING: There are three search modes: Basic, Advanced, and Visual. The Visual Search presents a visual map of results organized by topic, with circles representing broad *categories* and squares representing individual *articles*. The other two modes are very similar. The Basic Search provides a single search box, while the Advanced Search (default) provides three boxes with selectable fields as well as additional limit options. Change modes by clicking a different search tab. Using the Basic or Advanced Search mode, there are two primary ways to proceed:

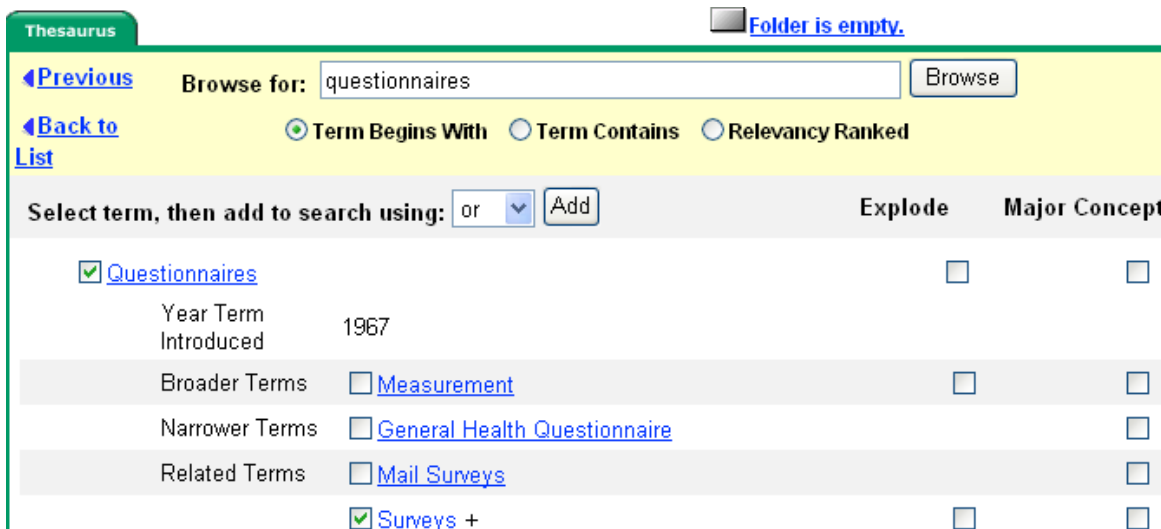
- Typing keywords in the *Find* boxes.



In *Basic*, enter terms on one line and type Boolean operators between terms. In *Advanced*, enter terms on separate lines and choose Boolean operators from the pull-down menus on the left side.

In *Basic*, you are searching the Default Fields. In *Advanced*, select which fields to use from the "in" pull-down menus on the right of the search form or accept the Default Fields. In this example, the Descriptors (subjects) field is used.

- Using the *Thesaurus* (not available in every database) or *Indexes* to browse through possible search terms.



In some databases, there is a *Suggest Subject Terms* box, which, if checked, automatically matches your terms against the terms in the thesaurus. Uncheck to disable this feature.

The terms you select are added to the Find search box using whichever Boolean operator you choose.

Use **Explode** to select a thesaurus term plus all *Narrower* terms. This action expands your search. Use **Major Concept** to find records for which the thesaurus term is a major point. This action restricts your search.

Use **Boolean operators** AND, OR, NOT to link your search terms.

- AND: Combines search terms so that each search result combines all of the terms. Example: salaries AND morale. This operator restricts your search.
- OR: Combines search terms so that each search result contains at least one of the terms. Example: achievement OR performance. This operator expands your search.
- NOT: Excludes terms so that each search result does not contain any of the terms that follow it. Example: virginia not west. This operator restricts your search.

Use **wildcard** (?) and **truncation** (*) symbols to expand your search results. To use a wildcard, enter your search terms, then replace each unknown character with a ?. For example, type wom?n to find all citations containing woman or women. To use truncation, enter the root of a search term, then replace the ending with an *. For example, type revolution* to find the words revolution or revolutions or revolutionary.

Use **quotation marks** (") to search for an exact phrase. **Stop words** (very common words such as articles, pronouns, and prepositions) are terms that are ignored in searching. Terms with **punctuation** and terms with **hyphenation** are searched both ways - with and without. Entering a **singular** term will retrieve the **plural** terms, but the reverse is not true.

Use a **proximity search** to locate two or more words that occur within a specified number of words. The proximity operators are composed of a letter (**N** or **W**) and a number (to specify the number of words). The proximity operator is placed between the words that are to be searched. Example: adopted N5 children will find records with the phrase "adopted children" as well as the phrase "children who have been adopted" or "children waiting to be adopted."

You can **limit** your search in various ways such as by date, language, publication, or publication type. In some EBSCOhost databases, you can limit your results to articles published in **peer reviewed journals** (scholarly).




RESULTS: Once you have entered search terms, click the Results number to display brief information about each

Refine Search		Search History / Alerts		Results			
Print Search History		Retrieve Searches		Retrieve Alerts			
Save Searches / Alerts		Clear Search History					
Add using: and <input type="button" value="Add"/>							
Add to Search	Search ID #	Search Terms	Limiters and Expanders	Last Run Via	Results	Revise Search	Delete
<input type="checkbox"/>	S1	SU teacher salaries And SU (teacher supply and demand)		Interface - EBSCOhost Search Screen - Advanced Database - ERIC	217	Revise	<input type="button" value="X"/>

item. Click on the title of an item to see additional information such as abstract or descriptors (subjects).

Each search is given an ID # starting with **S1**. Search ID numbers can be entered as search terms. Example: S1 AND (S2 or S3).

Get VText : You will also see a **Get VText** link, which will check the electronic availability of the item. If there is no electronic availability, you can search Addison to see if the item is available in another format (print or microform) or submit an ILLiad request. The check for electronic availability is only for journal articles, not for books or other types of materials.

 [Print](#)  [E-mail](#)  [Save to Disk](#) There is an **Add** icon next to each record in a results list. Click it to mark those results you want to print, email, or save. Once you mark an item, the icon changes to **Added**. After reviewing search results, click on the **Folder has items** icon. Next, choose formatting and full text options. Available formats are; *Standard Field Format* (Brief Citation, Brief Citation and Abstract, Detailed Citation and Abstract), *Industry Citation Format* (AMA, APA, MLA, Author-Date or Humanities versions of Chicago/Turabian style, Vancouver/ICMJE), or *Customized Field Format* (you select the fields to include in the output).

You can [print](#) HTML Full Text (when available). You can [email](#) HTML Full Text (when available) or attach PDF (when available). You can [save](#) HTML Full Text (when available) and include HTML link(s) to articles(s).

Bibliographic Manager Additional options are available if you save to disk. Click on the **Bibliographic Manager** tab and choose between these options: Citations in a format that can be uploaded to bibliographic management software, Citations in Direct Export format, Direct Export to RefWorks, or Citation(s) in MARC format. If you have EndNote, the program should open and the results imported automatically into the library you specify. If this does not occur, you may have to specify which import filter to use. The latest filters are available at EndNote (<http://www.emdnote.com>).

My EBSCOhost: You can create your own personal account, which will allow you to save searches to be run at later times and to set alerts. Saved searches can be permanent or temporary (24 hours). Alerts can be run daily, biweekly, weekly, or monthly and can be extended for up to a year.

Refine Search		Search History / Alerts		Results	
Print Search History		Retrieve Searches		Retrieve Alerts	
Save Searches / Alerts					