

HOW TO SEARCH PROQUEST



ProQuest is a periodical database which stores millions of articles originally published in magazines, newspapers, and journals. You can search these databases for relevant articles that will help you with your school work and research.

There are two basic methods to search ProQuest:

⇒ Search by **word** - Find articles that contain keywords or phrases that you specify.

⇒ Search for **publication** - Find a specific issue of a specific newspaper, magazine or journal.

Search by Word - Basic

1. Enter one or more words or a phrase.

You may choose to use an **operator(s)**, such as **AND**, **OR**, **AND NOT**, within your search term(s) for better results. Place quotes around phrases longer than two words (This will find terms exactly near each other, in order). Capitalization does not matter.

Examples:

☞ **technology**

☞ **world and economy**(finds these terms together as well as each term anywhere in title, abstract, & text)

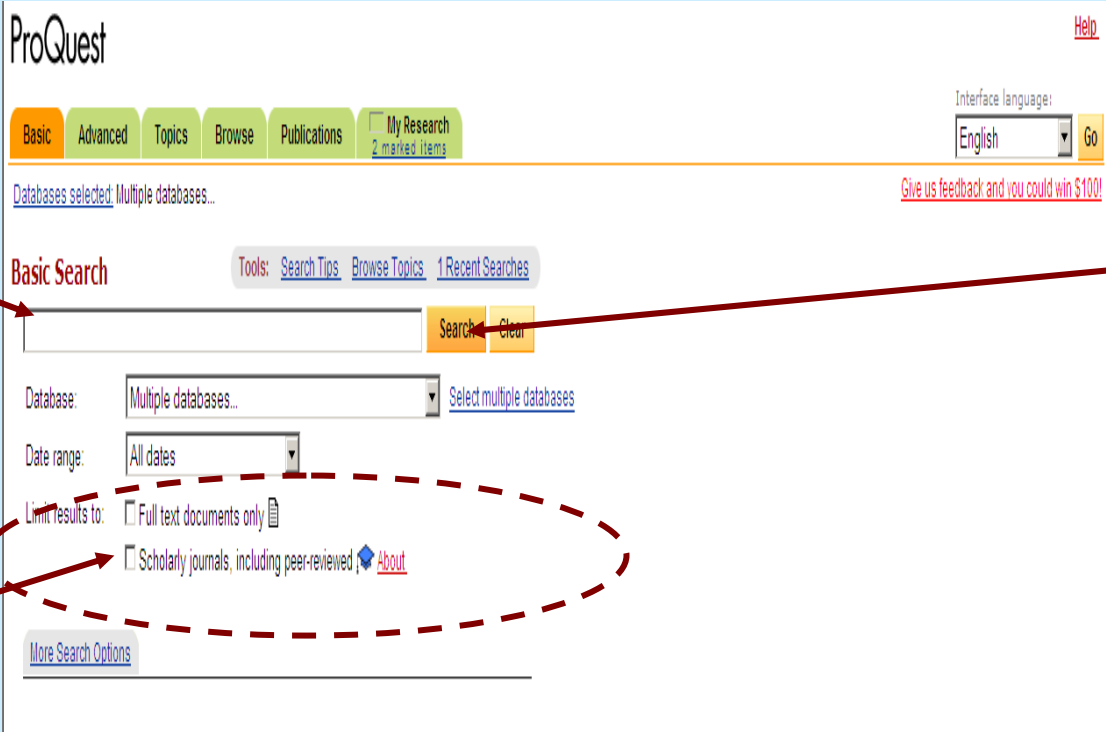
☞ **world economy** (performs search as if terms were in quotes-phrase searching)

☞ **“world economic conditions”**

☞ **stephen hawking and technology**

2. Click **Search** to view the Results List.

The Search by Word - Basic screen:



Enter a word or phrase in the search bar.

Specify preferences to focus your search (optional).

Click **Search**. A list of articles matching your search appears.

Search by Word - Advanced

1. Type a word or phrase.
2. Click a search field name on the drop-down menu. Or accept the default – Citation and document text.
3. Click an operator on the drop-down menu. Or accept the default - **AND**
4. Type a second word or phrase. Repeat step 2; then repeat steps 3 and 4 to add another term.
5. Target your search to find current, or older articles.
6. Click **Search**.

The Search by Word - Advanced Screen

The screenshot shows the ProQuest Advanced Search interface. At the top, there are navigation tabs: Basic, **Advanced**, Topics, Browse, Publications, and My Research (2 marked items). Below the tabs, it says "Databases selected: Multiple databases...". The main section is titled "Advanced Search" and includes "Tools: Search Tips, Browse Topics, 1 Recent Searches". There are three search rows. The first row has the text "Internet" and a field bar set to "Citation and document text". The second row has the operator "AND" and the text "education", with a field bar set to "Citation and document text". The third row has the operator "AND" and an empty search bar, with a field bar set to "Citation and document text". Below the search rows are buttons for "Add a row", "Remove a row", "Search", and "Clear". Underneath, there are options for "Database: Multiple databases..." (with a link to "Select multiple databases"), "Date range: All dates", and "Limit results to:" with checkboxes for "Full text documents only" and "Scholarly journals, including peer-reviewed" (with a link to "About"). A "More Search Options" link is at the bottom.

1. Click on **Advanced** tab to perform advanced search.

2. Type a word or phrase in the first **Search bar**.

3. From **field bar** select the field you want, such as Author.

4. Select an operator, add your search word, then specify the search field (optional).

5. Use the **Date range** drop-down list to limit publication dates (optional).

6. Click **Search now**.

Search Operators

Search operators let you combine multiple words, phrases, search fields, or date restrictors into a single search statement. You can type operators directly into your search (while in Basic mode), or you can insert them using these Search by Word features:

- When you are in Search by Word's Basic mode, Search Wizard provides automated help inserting operators into your search.
- When you are in Search by Word's Advanced mode, simply select search operators from the drop-down menu as you build your search.

You can use the following operators in Search by Word:

AND AND NOT NOT W/N (NOT WITHIN)

OR W/N (WITHIN) PRE/N (PRECEDE BY)

W/DOC (WITHIN DOC)

AND

Use **AND** to find articles that contain specific words or phrases. For example: internet **and** education

- If you are searching the full text, you will find articles containing both *internet* and *education* in the same paragraph of the text, in the title, or in the abstract. (Use **W/DOC** to search for words or phrases that occur within the same article, but necessarily the same paragraph)

OR

Use **OR** to find articles that contain one or more specific words or phrases. For example: internet **or** intranet

- If you are searching the full text, you will find articles containing *internet*, *intranet*, or both words anywhere in the text, title, or abstract.

AND NOT

Use **AND NOT** to find articles that contain the first specified word or phrase, but not the second. For example: *internet and not education*

- If you are searching full text, you will find articles containing *internet* but not *education* in the text, title, or abstract.

W/N (WITHIN)

Use **WITHIN** to find articles that contain a specified word or phrase within a specified number of words of another word or phrase. For example: *computer w/3 careers*

- If you are searching the full text, you will find articles containing *computer* within 3 words of *careers* in the text, title, or abstract

NOT W/N (NOT WITHIN)

Use **NOT WITHIN** to find articles that contain a specified word or phrase that is at least a specified number of words away from a second specified word or phrase. For example: *computer NOT W/2 careers*

- If you are searching the full text, you will find articles that contain *computer* at least two words away from *careers* in the text, title, or abstract.

PRE/N (PRECEDE BY)

Use **PRE/N** to find articles that contain the first specified word or phrase preceding a second by a specified number of words. For example: *world PRE/3 web*

- If you are searching the full text, you will find articles containing *world* preceding *web* by up to three words in the text, title, or abstract.

W/DOC (WITHIN DOC)

Use **W/DOC** to find articles that contain one or more specified words or phrases. For example: *internet W/DOC education*

If you are searching the full text, you will find articles containing *internet* and *education* anywhere in the text, abstract, or title. (Contrast with **AND**, which looks for your search terms within the same paragraph).

Results List for Search by Word:

ProQuest

Basic | **Advanced** | Topics | Browse | Publications | **My Research** | 0 marked items

Interface language: English Go

Databases selected: Multiple databases.. Give us feedback and you could win \$100!

Results – powered by ProQuest® Smart Search

Suggested Topics [About](#)

Internet AND Distance learning
 Internet AND Learning
 Internet AND Education
 Internet AND Higher education
 Internet AND Web sites
 Internet AND Quality of education

15702 documents found for: (internet) AND (education) > [Refine Search](#) | [Set Up Alert](#) | [Create RSS Feed](#)

Scholarly Journals

0 marked items: Email / Cite / Export Show all documents Sort results by: Most recent first Go

- FAMILY LAW REVIEW ARTICLES**
 Anonymous. American Journal of Family Law. Eau Claire: Winter 2010. Vol. 23, Iss. 4; p. 248 (3 pages)
 Citation | Full text | Full Text - PDF (62 K)
- Source Evaluation, Comprehension, and Learning in Internet Science Inquiry Tasks**
 Jennifer Wiley, Susan R Goldman, Arthur C Graesser, Christopher A Sanchez, et al. American Educational Research Journal. Washington: Dec 2009. Vol. 46, Iss. 4; p. 1060 (47 pages)
 91 references
 Abstract | Full text | Full Text - PDF (3 MB)
- Effects of Information Technology Usage on Student Learning - An Empirical Study in the United States**
 Mo B Khan. International Journal of Management. Poole: Dec 2009. Vol. 26, Iss. 3; p. 364 (12 pages)
 23 references
 Abstract | Full text | Full Text - PDF (482 K)

To view articles in your Search Results, click the article title, or click the icon corresponding to the format you want to view.

To save an article to your Marked List, check the box next to the article.

To view your search results and search history, click on the “My Research” tab.

FORMAT LEGEND:

- CITATION/ABSTRACT
- FULL TEXT
- TEXT+GRAPHICS
- PAGE IMAGE