

# EBSCO Databases: Help Guide

## Academic Search Premier

Journals, magazines, and newspapers in a wide range of subject areas

## ATLA Religion Database

Literature of religion including biblical studies, world religions, church history and religion in social issues

## America History & Life

The history of the United States and Canada from prehistory to the present

## Business Sources Premier

Articles from more than 2200 journals in economics, management, accounting, marketing and finance

## Regional Business News

Covers regional U.S. and Canadian business news publications

## GreenFILE

All aspects of human impact to the environment

## Historical Abstracts

World history (excluding the United States and Canada) from 1450 to the present

## MLA International Bibliography (Modern Language Association)

Literature, language, folklore, and linguistics.

## PsycINFO/ PsycARTICLES

Psychology and the psychological aspects of related disciplines

## Women's Studies International

Women's studies and feminist research

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## Getting Started

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At the Library's homepage: [www.smu.ca/library](http://www.smu.ca/library), click on Databases A-Z and select your preferred database, e.g., *EBSCO Academic Search Premier*. If accessing the database from off-campus, you will be prompted to log in using your SMU "S" number.

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## Advanced Search

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The default search screen is the Advanced Search.

1. Enter your search terms:

Searching: **Academic Search Premier** | [Choose Databases](#)

depression      Select a Field (optional)      Search      Clear

AND      elderly      Select a Field (optional)

AND           TX All Text

Basic Search      Advanced Search      Search History      AU Author

SU Subject Terms

TI Title

2. If you wish, limit your search to specific parts (fields) of articles, such as author, title, subject, abstract, etc.
3. Select operators (AND, OR, NOT) on the left of the search boxes to link the individual search terms together to form a search statement.

You can refine your search by choosing one or more of the various search options **listed below the search boxes**. These options will vary depending on the database you are using. Typical limit options will include the ability to limit to:

- Full-text articles
- Publication (e.g., name of journal)
- Publication type (e.g., journal, newspaper, essay, etc.)
- Document type (e.g., article, case study, book review, etc.)
- Publication date (or range of dates)

The screenshot shows a search interface with several filter sections. Under 'Search Modes and Expanders', there are radio buttons for 'Boolean/Phrase' (selected), 'Find all my search terms', 'Find any of my search terms', and 'SmartText Searching'. There are also checkboxes for 'Apply related words' and 'Also search within the full text of the articles'. The 'Limit your results' section includes checkboxes for 'Full Text', 'References Available', and 'Scholarly (Peer Reviewed) Journals'. There are input fields for 'Publication' and 'Published Date' (Month and Year). Two dropdown menus are visible: 'Publication Type' with options 'All', 'Periodical', 'Newspaper', and 'Book'; and 'Language' with options 'All', 'Afrikaans', 'Arabic', and 'Bosnian'. A 'Document Type' dropdown menu is also present with options like 'Bibliography', 'Book Chapter', 'Book Review', and 'Case Study'.

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## Refining your Search Results

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If you retrieve too many results, narrow your search. Options for narrowing your search are listed to the left of the search results screen.

The screenshot shows a 'Refine Results' sidebar. At the top, it says '<< Refine Results'. Below that is 'Current Search' with a dropdown arrow. The search criteria is 'Boolean/Phrase: depression AND elderly'. Under 'Limit To', there are checkboxes for 'Full Text', 'References Available', and 'Scholarly (Peer Reviewed) Journals'. There is a date range filter for 'Publication Date' from 1975 to 2015. A 'Show More' link is circled in blue. Under 'Source Types', there are checkboxes for 'All Results' (checked), 'Academic Journals (7,168)', 'Magazines (304)', 'Newspapers (52)', 'Trade Publications (29)', and 'Reviews (21)'.

Click "Show More" here for even more limit options.

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## Publication Search

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Select the **Publications** link on the EBSCO toolbar (when available) to browse an alphabetical list of publications included in the database.

To find a particular publication, enter the publication's name in the **Browsing** box and then click **Browse**.

**Publications**

**Browsing:** Academic Search Premier -- Publications

Journal of Abnormal Psychology

Alphabetical  By Subject & Description  Match Any Words

**Page:** Previous | Next ▶ ◀ ABCDEFGHIJKLMN OPQRSTUVWXYZ ▶

Mark Items for Search

Journal Of Abnormal Psychology  
Bibliographic Records: 08/01/1990 To Present

Journal Of Academic Emergency Medicine / Akademik Acil Tip Olgu Sunumlari Dergisi  
Bibliographic Records: 03/01/2010 To Present

## Subject Terms Search

If you are uncertain of the terms which best describe your topic, click the **Subject Terms** or the **Thesaurus** link (when available) on the EBSCO toolbar.

Enter your search term in the **Browsing** box, and then click **Browse**. Click on available links to search for articles on your topic or to view related terms for your topic.

Subjects [Places](#) [People](#)

**Browsing:** Academic Search Premier -- Subject Terms

privateers

Term Begins With  Term Contains  Relevancy Ranked

**Page:** ◀ Previous | Next ▶

Select term, then add to search using: OR ▼

(Click term to display details.)

[PRIVATEERS](#)

PRIVATELY held corporations **Use** [CLOSE corporations](#)

PRIVATELY owned forests **Use** [PRIVATE forests](#); [SMALL forests](#)

## Viewing Results

EBSCO will display a list of article citations (most recent articles first). Click on one of these display options to view the full record and/or full-text articles:

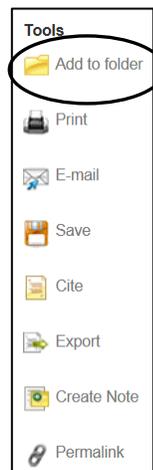
- **Title** – Click on the article title to display the citation, abstract and HTML full-text (if available)
- **HTML Full Text** – Takes you directly to the start of the article
- **PDF Full Text** - Shows you the full-text article with graphics
- **Linked Full Text** - Links you to the full-text article when available in another database
-  [Check SFX for full text](#) - When there are no links to full-text, click on this link to find out if the full-text is available in another database.

When finished viewing a record, click the **Result List** link to return to your list of results

## Print/E-mail/Save/Export

(the contents of the Folder)

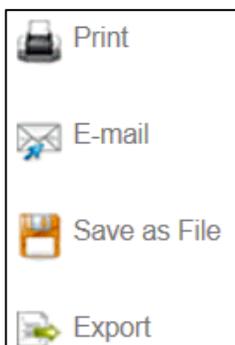
To print, e-mail, save, or export more than one citation/article at a time, add them to your folder by clicking the **Add to Folder** link.



When you are ready to print, e-mail, save or export the items in the Folder, click the **Folder View** link in the **Folder has items** box (located to the right of your results list).



To the right of your Folder Contents results list, select the icon for printing, e-mailing, saving, or exporting (e.g., export directly to RefWorks).



### Printing/ E-mailing/ Saving PDF files

If the full-text article is only available in PDF (Portable Document Format) click on the PDF link, and proceed to print, save or e-mail from within the Adobe Acrobat Reader program.



To return to your results, click on the **Results List** link, showing at the top left side of the Adobe screen.

**Please note:** For further information on how to print, e-mail, save, or export citations and/or articles, please refer to the **Help** screen (a link is available at the top right corner of the EBSCO screen).

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#### Search Tips & Hints:

Use **Boolean operators**, such as AND and OR to narrow or broaden your search. For example, to find articles about *conflict resolution in the workplace* you could try:

conflict resolution AND work

Or, for a broader search try,

conflict resolution AND (work OR employees)

Use the **truncation** symbol (\*) to find various endings for a word.

Teen\* finds teen, teens, teenagers, ...

Use the **wildcard** symbol (?) to replace one or more characters in a word.

Wom?n finds woman or women

Princip?? finds principle or principal

Or, use the **wildcard** symbol (#) to replace one or zero characters.

Labo#r finds labor or labour