

## Databases and ILL

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## Databases

- Printed Indexes and Abstracts in an online format
- Improved searching over printed indexes and abstracts
  - Search more “fields” because you can search abstracts and often full-text
  - Multiple years in one search

## Database structure

- Databases can be searched alone or in clusters
- Databases that can be searched with other databases are housed on a platform.
- The platform makes the databases available.

## Database platforms

- Advantages
  - Search multiple databases simultaneously
- Disadvantages
  - Loose unique search features of individual databases
  - Dealing with different sets of standards
  - Dealing with different subject terms
  - Repeated results

## Article information in databases

- Citation Information
  - Author
  - Title
  - Periodical Title
  - Volume, Date and Page #s
- Abstract or Summary
- Subject or Keywords
  - Usually not LCSH – may not use any controlled vocabulary!
- **Full text of Article may be included**

Same as in print, but with databases, each piece of information represents a **searchable field**

## Common search features

- Boolean Operators
  - use AND to narrow your search
  - use OR to broaden your search
  - use NOT to exclude a term from the results of a search
- Phrase Searching
  - use “quotation marks” to search for an exact match

## Common search features

- Truncation
  - use a symbol (\* or ? or \$) with the root of a word to search for variant forms
- Wildcard
  - use a symbol (\* or ? or \$) within a word to search for variant forms
- Proximity
  - connecting terms with proximity operators (ex. "near" or "adj" or "with" or "&") to specify where your terms should be in relation to each other

## Evaluating results

- If your search yielded NO results, try again using these strategies:
  - Check your spelling.
  - Be sure that each of your search terms covers a unique concept in your topic.
  - If you have more than two concepts/search terms, remove one and try again.
  - If you don't get results with two concepts, try the more important one alone
- If your search yielded TOO MANY results, narrow your search by adding another search term (make sure it is a unique concept)

## Full-text availability

- From within a database, click on “Locate Article” link to access the Journal Finder
- “University of Mary Washington Print/Microform Holdings”, means we own it in print or microform
  - Link takes you to Catalog record
- If available full-text online, you will see links for the databases that have your article online
- If not available, place Interlibrary Loan (ILL) Request using ILLIAD

## Database tips

- Use Subject Guides to find databases
- Make use of Search Features and Limiters
  - Read each database’s Help Tips to maximize use
- Use the Subject Headings/Keywords from a useful article/item as another Search
- Modify and Repeat!
  - Repeat your searches in several different databases
- Use the Locate Article link to find the full-text