DOS 9015
Research Strategies

Class Guide: https://guides.libraries.wright.edu/dos9015

Subject Guide: https://guides.libraries.wright.edu/leadership-studies

Database Searching

In the **Green Circle**, you can see that the search bars are connected with the Boolean Operator “AND” for you. They can be changed to “OR” or “NOT”.

In the **Red Circle** is the option to add multiple databases to the same search. Searching through multiple databases at the same time means, more results and different Subject Terms for each database.

In the **Yellow Circle** is Subject Terms, also known in other databases as a Thesaurus. This is where you can see how the articles are being “tagged” or organized in the database. This is a great way to come up with more keyword ideas if you need some inspiration!

**Boolean Operators**

**AND** adds things together, makes your search narrower, and decreases the number of results you will find. Instead of finding an article on just puppies, just kittens, or puppies with any other cute creature, you will find results that include both puppies AND kittens only.

**OR** gives synonyms and other words or phrases of the same meaning, makes your search broader, and increases the number of results you will find. You will find articles that only mention puppies, only mention kittens, or mention both. Another good example is when narrowing your search by geographic location: “united states” OR USA OR America. No matter how the country is mentioned, all variations will be found.
NOT takes away, makes your search narrower, and decreases the number of results you will find, IF it works correctly. Instead of finding articles on puppies and kittens, it will show results for puppies mentioned without kittens.

“” combines two keywords together as a phrase. As seen in a previous example, “united states” is in quotation marks to keep the two keywords together, and it tells the databases to leave out results that search for them separately. It will not pull up results with united in the title and states in the abstract.

() like in math, combines things together to narrow the database’s focus. For example, the keywords previously mentioned would be placed in parentheses to clarify that they should be searched together and separately from other ideas or concepts: ("united states" OR USA OR America) AND (puppies OR kittens)

* is known to many as an asterisk, but to databases, it is a truncation. When searching for a word that could have many different tense endings, it tells the database to look for all of the options. For example, “library” can be changed to “librar*”; this tells the database to pull up results for: library, librarian, and libraries.

Using all of the Boolean Operators in one search string could look like this:
("united states" OR USA OR America) AND ((pupp* OR dog* OR canine*) NOT (cat* OR kitten*))
These check boxes allow you to narrow down your search in a number of different ways.

In the **Yellow Circle** are all of the “tags” or other keywords that you can use to add to your search. Click “Show More”, and you can see how all of the results are broken down.

In the **Green Circle**, you can narrow your search using publication year, making sure that the articles are “Scholarly (Peer Reviewed) Journals”. I would be hesitant to select Full Text, because it may not be Full Text in this database, but Full Text elsewhere. You could miss something good by checking the Full Text box.

In the **Red Circle**, you can narrow your search by the format that the results are available in, and see how many of the results are in each format. Seeing this ratio allows you to see where in the information cycle most of the information on this topic is.
Core Scholar

Link: https://corescholar.libraries.wright.edu/

Search Help

SIMPLE SEARCH

The sidebar search will locate content that includes all of the terms you enter. The terms may be in any metadata field or in the full text. Additionally, you may use the drop-down menu to specify content from only a single publication, from the repository as a whole, or across all repositories using bepress Digital Commons.

To save the results of a search, or to receive notifications of future content that matches your criteria, click the “Save this search” button. Creating an account is simple and free, and you may unsubscribe from notifications at any time.

ADVANCED SEARCH

The default advanced search is set to “All Fields,” which will query all the criteria used in a simple search. You may refine results using the drop-down menus provided, and use the +/- buttons to include additional criteria.

- **Date range** limits results to content published within the specified period. The format for date range is MM/DD/YYYY - MM/DD/YYYY.
  Example: 08/01/2001 - 08/01/2011.
- **Sort by** automatically displays results in order of relevance (i.e., closest match), but may be changed to publication date if desired.

TIPS

Special characters can enhance your results. Lowercase your terms in combination with the following:

- **Asterisks (*)** within or at the end of a term function like multiple wildcards. Example: an All Fields search for l*nn will return results with lynn, linn, and lochin.
- **Questions marks (?)** within or at the end of a term function like single wildcards. Example: an All Fields search for l?nn will return results with lynn and linn, not lochin.
- **Quotation marks (“”)** around terms return exact phrase matches. Example: “cooler water” will return different results from “water cooler.”
- **Tildes (~)” at the end of a term return fuzzy matches. Example: colour~ will return results with colour, color, and coli.

Search supports some SOLR syntax as well. Proper capitalization of names is required with the following:

- **author_lname**: The last name of an author can be specified. Example: an All Fields search for author_lname: Lynn will only return content by authors with the last name of Lynn.
- **author_fname**: The first name of an author can be specified. Example: an All Fields search for author_fname: Lynn will only return content by authors with the first name of Lynn.

Commas will be ignored in any search. Instead, use the tips above to construct finely tuned queries, and then save your criteria using the “Save this search” feature.
RefWorks

When you click on a resource title, you will see the resource record information, including title, author, publisher, publication date, DOI, abstract, etc. On the right of the record information will be Tools that can help you get back to the article.

In the Green Circle, you can email it to yourself. It will email you a permalink along with the PDF Full Text if it is available.

In the Red Circle, you can get a rough draft of the citation for the resource.

In the Yellow Circle, you can Export the citation information into RefWorks.

- Make sure that you have RefWorks open and have logged in before you export a citation into RefWorks.

In the Blue Circle, you can get the PermaLink to the article, which acts as a permanent like that will take you right to the article whether or not you are already logged into the library.

Once you click on Export in the Yellow Circle, you will see a box open up where you can select “Direct Export to RefWorks” and click Save. Make sure to select RefWorks Legacy.

From there, you can “Edit Imported References”, select or add a Folder, and organize your citations accordingly.

When Creating a Bibliography, make sure that you are choosing the correct citation style and selecting either “Word for Windows” or “Word for Mac”, depending on the computer that you are using.

• Make sure you always double check your citation before using them in your paper or project, just in case.