

Advanced Searching

This tutorial provides an overview of Advanced Search tools found in library databases. It includes how to make your search more precise using drop-down menus in Subject Headings.

Most library databases default to the Advanced search screen, showing a couple of search boxes and options to select a specific field. Use the drop-down menus to limit when you know specific parts of your citation or desired results.



4 examples to demonstrate how to use the drop-down menus:

1. If your professor wants you to read a specific article, search for part of the article title in quotation marks. Chose "title" from the drop-down menu.

"Pet Ownership Among Homeless Youth" TI Title ▾

2. If you want to see if your professor has written any articles, search for the author's **Last name, First Name**. Choose the Author option from the drop-down menu.

rosenberger, derek AU Author ▾

3. If your professor says find any article from a specific journal- change the drop-down menu to Source or Publication, and add a keyword to the second search box so that you can find an article that interests you within all of the issues from this journal. For example:

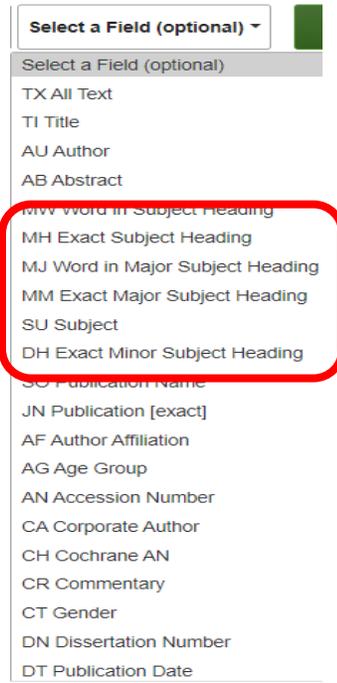
"journal of athletic training" SO Journal Name ▾
AND ▾ "weight lifting" Select a Field (optional) ▾

4. If you know that you need a research article, not a literature review, or opinion piece, you can specifically look for words in the abstract. Remember to add at least one keyword for the topic you are seeking, too. Your focused search will look like this:

method or results or findings AB Abstract or Author-Supplied Abstract ▾
AND ▾ "reading comprehension" Select a Field (optional) ▾

Finding and using Subject Headings

Subject headings are especially important for words that may have multiple meanings, depending on the context. One drawback with using subject heading is that you will only get results from the a few specific fields. Keyword Searches look across many fields.



A screenshot of a search interface showing a dropdown menu. The menu is titled "Select a Field (optional)" and lists various search fields. The field "SU Subject" is highlighted with a red rounded rectangle. Other fields include TX All Text, TI Title, AU Author, AB Abstract, MH Exact Subject Heading, MJ Word in Major Subject Heading, MM Exact Major Subject Heading, DH Exact Minor Subject Heading, SO Publication Name, JN Publication [exact], AF Author Affiliation, AG Age Group, AN Accession Number, CA Corporate Author, CH Cochrane AN, CR Commentary, CT Gender, DN Dissertation Number, and DT Publication Date.

There are two ways to find subject words. Both ways work, but each one appeals to a different search style.

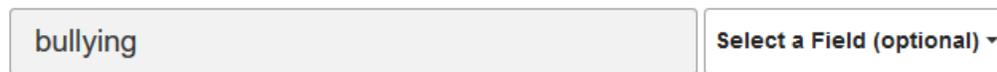
1. Starting with a keyword and “stealing” the subject words.
2. Using the thesaurus tool

Method #1

This method of searching uses trial and error to identifying more precise search terms. If you are more spontaneous, just try searching for one or two words to describe the kind of article you want to read. Then, skim the titles, abstracts, and subject words to refine your vocabulary.

Bullying is the official subject word, AND I see several narrow options in the subject words of the first few results. For example, **cyberbullying**.

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



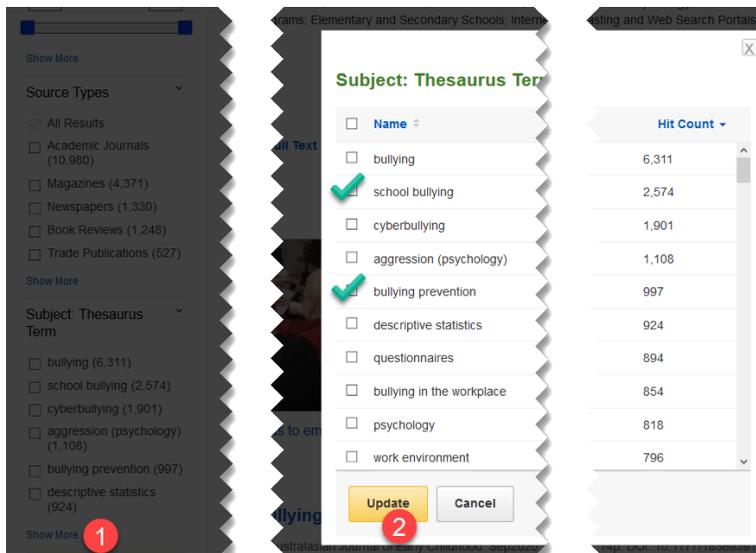
A screenshot of a search interface showing a search box containing the word "bullying" and a dropdown menu set to "Select a Field (optional)".

Step 1A: Do a new search and change the drop-down menu to use these terms.



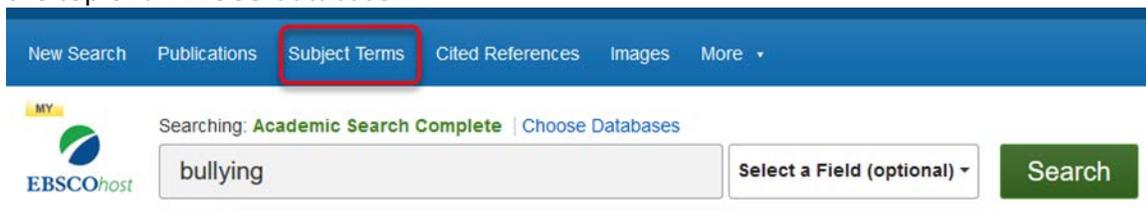
A screenshot of a search interface showing a search box containing the word "cyberbullying" and a dropdown menu set to "SU Subject Terms".

Step 1B: Use the limit column on the left-side of the page to narrow my results to articles with certain subject headings.

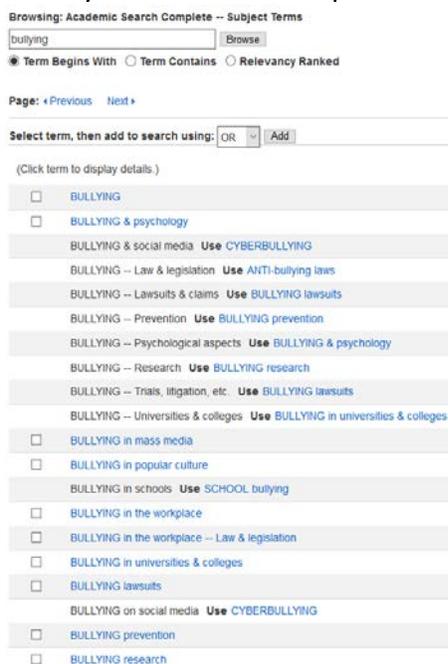


Method #2

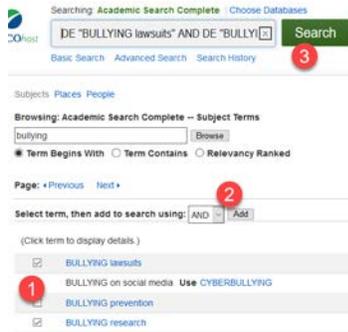
This search method uses related terms to find the most precise article without doing a preliminary search. To use this method, click on “Subject Terms” in the blue navigation bar at the top of an EBSCO database.



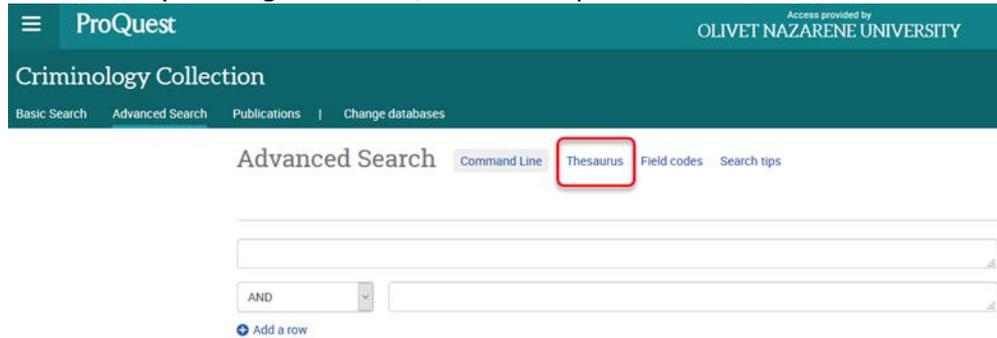
Step 1: In EBSCO, enter a single word to describe your research area, then let the database reveal your search word options.



Step 2: Use check marks and the “add” button to bring selected terms in to the search box.



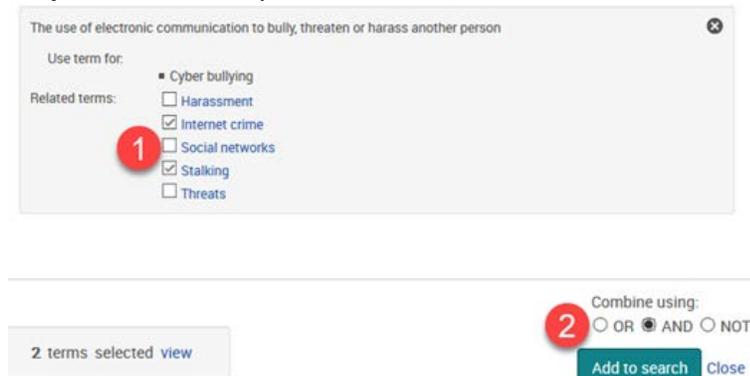
Another way is using Thesaurus, near the top bar in ProQuest database.



Step 1: In ProQuest, click on the stacked notes icon to see related, narrower, and “use for” terms.



Step 2: Then make your selections, and them to the search, like we did in EBSCO.



Step 3: Finally, run your search.

MAINSUBJECT.EXACT("internet crime") AND MAINSUBJECT.EXACT("Stalking") in Anywhere

AND in Anywhere

[Add a row](#)

Limit to: Full text Peer reviewed

Publication date: All dates

[Search](#) [Clear form](#)

For additional help, reach to us either through phone, email, or in person!

We're here to help!

Reference Desk

- 815-939-5355
- ONULibrary@olivet.edu
(Undergraduates)
- SGCS@olivet.edu
(Graduate & Continuing Studies)
- 1st-floor Benner Library

Help to choose:
database, search
words, more.



Interlibrary Loan

- 815-939-5439
- ILL@olivet.edu
- 2nd-floor Benner Library
(ask for ILL staff at the Circulation Desk)



If you have
a citation and
need the article

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