The Basics of ProQuest databases

Navigation

Step 1: Access the Benner Library homepage at library.olivet.edu.

Step 2: Click on 'Subject Guides' on the home page.

Step 3: Click on 'eResources A-Z'

Home			S	Search Library Resources	
Subject Guides	All Subject Guides		Most Frequently Used Guides		
Books & Media	eResources A-Z			Nursing	
	Where to Start	Selected Con Ed Classes	892	Education: Professional	
Journals & Articles	Good Discorte Chart	Selected Gen Lu classes	654	Good Places to Start	
Journais & Articles	Good Places to Start	Speech	376	Communication	
	Explore Topics	College Writing II	309	Social Work	
Services	Biography	Exegesis	284	Business & Marketing	
Help	Book Reviews		Number 2014	reflects page views for September	

Step 4: Click on the arrow beside a database to see its specifics as well as the database provider.

Service - Proguest_Platform 2011		
----------------------------------	--	--

Step 5: Select a ProQuest database.

Note: For this tutorial, we will be using the general ProQuest Databases. However, these strategies can be applied to most ProQuest databases covering any subject.

Finding Research in ProQuest

Step 1: Type in your search term(s). For example, type in 'mental disorders' and 'stigma', and click 'Search'. This will bring up a list of results and terms available for your search.

Advanced Search Command Line Thesaurus Field codes Search tips				
mental disorders	in	Anywhere	•	
AND T	in	Anywhere	۲	
G Add a row				
Limit to: 🗏 Full text 👘 Peer reviewed 🚯				
Publication date: All dates 🔻				
				Search Cler form

Step 2: Limit your search results by clicking 'Modify Search'

(mental disorders) AND stigma		Q
Full text Peer reviewed	Modify search Recent searches	Save search/alert •

Step 3: Put time constraints on your search results by selecting 'After this date...' from the drop down list. Then type in the year corresponding to the class assignment.

Step 4: Check mark 'Peer reviewed' if you only want to search for peer reviewed articles and then hit 'Search' again.

Limit to: 🗆 Full text	Peer reviewed		
Publication date:	After this date		
January	1]	2012

Step 5: Narrow results further by using the toolbar on the left side of the screen. Use the subject section to include or exclude topics from your search. Check mark the terms you want to include or exclude by clicking 'More options'. After selecting the appropriate subjects, click 'Apply'.



Step 6: Repeat the process with other sections including Document Types, Classifications, and Language tabs.

Using an Article

Step 1: View an article by clicking the 'Full text' or 'Full text-PDF' link to view the article.



Step 2: If the article is not available, make an Interlibrary Loan Request by clicking on 'Interlibrary Loan'.



Step 3: Fill out the Interlibrary Loan form. Make sure to use your Olivet email address. Once all the fields are filled out, click 'Submit'. The full text article will be sent to you by email within a few days.

Questions?

Contact Pam Greenlee through the 'Contact Grad & Adult Librarians' link under the 'Help' tab on the Benner Library Homepage!

Benner Library Olivet Nazarene University	About Contact	t Departments Campus Links		
Home Help		Search Library Resources		
Benner Library He	lp	Subject Guides		
	-	Books & Media		
Need Assistance?	Citation Assistance	Journals & Articles		
Finding Books Finding Articles	APA Help Chicago/Turabian Help	Services		
Using Databases Website Help Technology Help Subject Specific Help	Council of Science Editors (CSE) MLA Help Avoid Plagiarism	Help		
Library Orientation	Ask A Librarian Contact Grad & Adult Librarians			