

## Search Tips and Special Features

### Search Operators

And - combines search terms so that each search result contains all of the terms. For example, education and technology finds articles that contain both terms.

Or - combines search terms so that each search result contains at least one of the terms. For example, education or technology finds results that contain either term.

### Wildcards and Truncation

Use the wildcard and truncation symbols to create searches where there are unknown characters, multiple spellings or various endings. Neither the wildcard nor the truncation symbol can be used as the first character in a search term.

The wildcard is represented by a question mark (?). To use the wildcard, enter your search terms and replace each unknown character with a ?.

For example, type ne?t to find all citations containing neat, nest or next. Truncation is represented by an asterisk (\*). To use truncation, enter the root of a search term and replace the ending with an \*. EBSCOhost finds all forms of that word. For example, type comput\* to find the words computer or computing.

### Further Help

Please contact a member of LIS staff if you need any help using E-Resources.

We are very happy to spend time helping you with your information searching needs.

You can make an appointment to see a Learning Advisor for your subject area, below is a link to the staff contact page of the LIS web site:

<http://www.ucsm.ac.uk/lis/libinfo/contacts/facultyliaison/index.php>

# LIS

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## Learning and Information Services



### Getting Started with E-Resources

## Professional Development Collection

This leaflet will help you to start using the Professional Development Collection.

Professional Development Collection is an electronic database which contains information relating to education research, policy and practice.

### IMPORTANT:

- **Professional Development Collection does provide full-text journal articles**
- You will need your ATHENS passwords to access Professional Development Collection off campus.
- Please check your college email for your ATHENS passwords.
- Please contact a member of LIS staff if you can't access your ATHENS passwords.

This guide is available in other formats on request.

## Step 1

Go to the Library and Information Services Website:

<http://www.ucsm.ac.uk/lis>

## Step 2

Click on the link to *eResources* (on the left of the page).

## Step 3

Scroll down the page and click on the link to *Professional Development Collection*.

## Step 4

Tick the box next to Professional Development Collection and click *continue*. If you are off-campus click on **Athens Users Login** in the top right of the Ebsco page, then enter your Athens username and password

## Step 5

In the first **Find** field, enter a keyword.

Choose the search field from the drop-down list (e.g., search in only the Subject Terms field of the citation).

Repeat steps 2 and 3 for the second set of **Find** fields.

The screenshot shows the EBSCO search interface. The search criteria are: "American history" in "Select a Field (optional)", "Goodwin" in "Select a Field (optional)", and "Roosevelt" in "Select a Field (optional)". The search is performed in "Specific Database(s)". The "Folder is empty" message is visible. The "Limit your results:" section is expanded, showing options for "Full Text", "References Available", and "Scholarly (Peer Reviewed) Journals", all of which are currently unchecked. The "Limiters | Expanders | Reset" buttons are also visible.

## Step 6

Click **Search**. A Result List is displayed.

The screenshot shows the EBSCO search results page. The search criteria are "American history" in "Academic Search Premier". The results are sorted by "Date" and show 1-10 of 23536 results. The first three results are:

1. **LETTERS**. By: Hellstern, Ken; Sonnen, R. W.; Shelton, Anita H.; Commisso, Victor; Reesor, Tom. *American History*, Aug2006, Vol. 41 Issue 3, p10-12, 2p. (AN 21201236)  
HTML Full Text PDF Full Text (2 MB)
2. **JULY/AUGUST**. *American History*, Aug2006, Vol. 41 Issue 3, p14-15, 2p. (AN 21201237)  
HTML Full Text PDF Full Text (2 MB)
3. **July 4, 1776**. By: Phillips, Charles. *American History*, Aug2006, Vol. 41 Issue 3, p16-22, 4p. (AN 21201238)  
HTML Full Text PDF Full Text (2 MB)

## Step 7

Click on the title of an article. You will see all the citation information that you will need for your bibliography. You will also see a link to the full-text of the article in either HTML or PDF format.

The screenshot shows the EBSCO search results page for the article "We, the People of the United States": The Birth of an American Identity, September 1787. The citation information is as follows:

**Title:** "We, the People of the United States": The Birth of an American Identity, September 1787. [Find More Like This](#)

**Authors:** [Berkin, Carol](#)

**Source:** [OAH Magazine of History](#), Jul2006, Vol. 20 Issue 4, p53-54, 2p

**Document Type:** Article

**Subject Terms:** [PREFACES](#)  
[UNITED STATES -- History](#)

**Abstract:** The article presents an introduction of the document entitled "We, the People of the United States: The Birth of an American Identity, September 1787," from the Glider Lehman Collection in teaching *American history*.

**ISSN:** 0882-228X

**Accession Number:** 21888788

**Persistent link to this record:** <http://search.ebscohost.com/login.aspx?direct=true&db=th&AN=21888788&site=ehost-live>

**Database:** Professional Development Collection

View: [Citation](#) [PDF Full Text \(1.0 MB\)](#)