

How to Log In

- **On Campus:** direct access from library's Resources page.
- **Off Campus:** Enter your campus network username in the first text box. In the second enter your network password.*

*NOTE: you must have a campus network account for this to work.

Available Collections

- **Discovery**
- **Research Library**
- **National Newspaper Abstracts**
- **Criminal Justice Periodicals**

The default search covers articles in **All Collections**. Select specific collections to search by clicking either the "Databases selected" or the "Select multiple databases" link. Collection descriptions can be viewed by following either link to the list of collections available.

Use **Basic Search**

for simple keyword searches.

- If only two terms are entered, even without quotation marks, the search will be treated as a phrase search.
i.e.: **training puppies = "training puppies"**
- Three terms entered without quotation marks are searched as individual words — *not as a phrase* — all appearing within one document.
i.e.: **gophers moles mice =
gophers AND moles AND mice**
- Quotation marks should be used for multi-word phrases.
i.e.: **"stem cell research"**

Click **Help** to view a topical list of assistance pages with screen shots and step by step directions. A link to **Help** will always appear in the upper right corner of your screen.

Search Results

- Search results will be displayed with the most recently published articles at the top of the screen. To switch results from date to relevance ranked order, use the **Sort results by** option located on the right hand side of the screen in the beige bar.
- A set of tabs immediately above the results allows further limiting by type of document: Scholarly Journals, Magazines, Trade Publications, or Newspapers.
- One of these icons below a citation means that the full text of the article is available:



Full Text



Page Image—PDF

Searching defaults to **Basic**.

Change search methods using the green/orange icons in the upper left of the screen. Change date ranges using the drop down menus below the search box.

Use **Advanced Search**

for more focused searching.

Available Fields: Search within a particular publication, for articles by a particular author, for terms in an image caption, or for a particular type of article (commentary, editorial, letter, feature, interview, etc.).

Use **Operators** to combine terms for searching. Basic operators include:

AND	Calvin AND Hobbes Freud AND Jung	
OR	color OR colour PTSD OR "Battle Fatigue" 60s OR 1960s OR sixties	
AND NOT	Calvin AND NOT Hobbes Pets AND NOT dogs	

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If you have questions, email kekenkel@dwu.edu