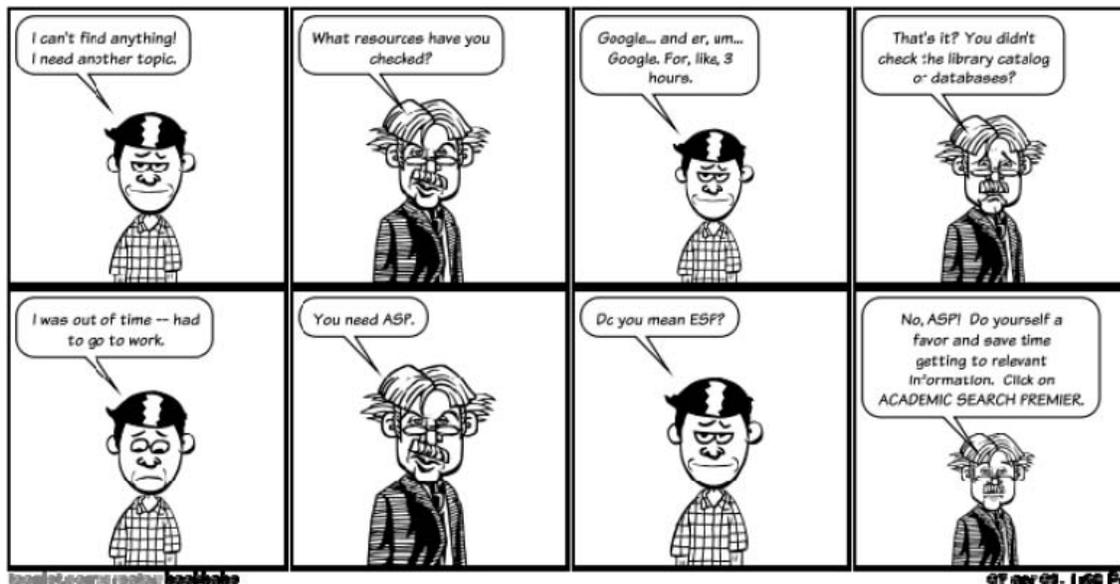*Anoka Technical College Library Media Center* Name:_____

ACADEMIC SEARCH PREMIER DATABASE ADVANCED SEARCH EXERCISE

Exercise objective: This exercise will introduce you to Academic Search Premier's advanced search features and prepare you to locate quality articles.


Overview: subscription databases, such as **Academic Search Premier**, contain full-text articles and abstracts of articles from academic journals and additional sources. "Full-text" refers to the entire original content of an article. "Abstracts" are detailed records which contain the source information, subject terms, and sometimes a summary, but the full-text of the article may not be included. Academic journals, also known as scholarly or peer-reviewed journals, are checked for quality by a board of specialists in the field prior to publication.

1. From the library website, click on **General databases**, then **Academic Search Premier**. You are now on the **Basic Search** screen. Stay on the basic search screen, but scroll down to view your search options. There are search **expanders** and **limiters**. There is a full-text limiter preset. Name one of each.
   a. One of the expanders is:_____
   b. One of the limiters (other than full-text) is:_____

2. Choose your own topic for this exercise, or use the topic *campaign finance*. **Brainstorm** for search terms.

Write out the keywords and phrases that you think *might* be useful for locating articles on either your topic **or** on campaign finance. Brainstorm for a few more seconds to expand the list.

_____   _____   _____

_____   _____   _____

a. Select your best option from above, and compose a search using that keyword or phrase. Write your search term(s) here: _____. If you decided to use a search limiter or expander (optional for an initial search,) please note which you used here: _____. (optional)

b. How many articles did Academic Search Premier locate on this search? _____

3. Practice **narrowing** a search.
    a. Look to the left and expand (click) the **Subject**: Thesaurus Term box. Select one of the terms and update your search. Which subject term did you select? _____.
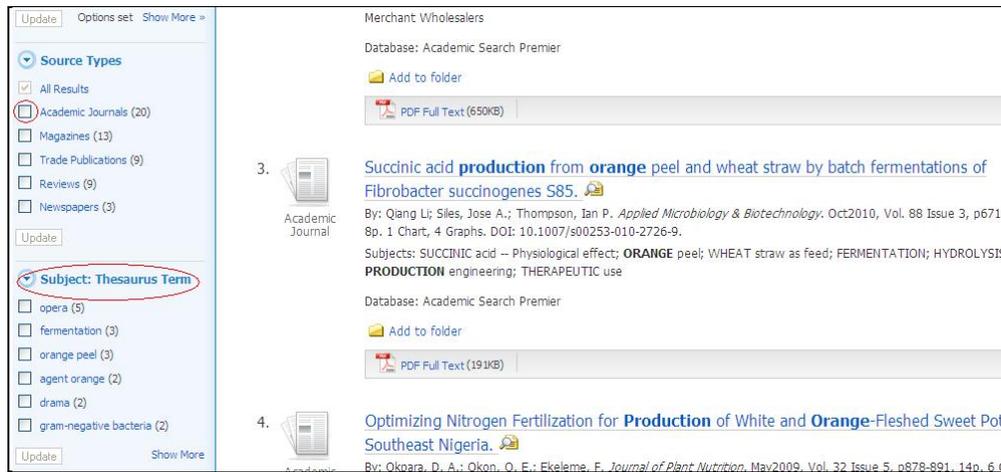
Limiters: restricting the results by exact subject, and/or by academic journals.

b. Narrow (limit) this search further by the **source type**. Place a checkmark next to Academic Journals in the left column. (Or Scholarly "Peer Reviewed" Journals.) Update the results. (If none, or not many, uncheck either the source type or the full-text box and update your results.) Click on one of the article abstracts that seems relevant to the topic.
    i. What is the title of the article? _____
    ii. What journal (source) is the article from? _____
    iii. What is the date of publication? _____
    iv. Is the full-text article attached? Yes   No

4. Practice **managing** your research by placing your abstract/article in a temporary electronic folder. Click on **Add to folder**. The folder is dependent on the browser session, and with it you

can print, email, or save your research in the citation style that you need. Do you see the "Folder has items" box on the right of your screen (as in the example below)?   Yes No

5. Practice **combining terms**. Be patient in searching -- expect to compose and edit several searches. Looking over your search results, do they need to be limited or expanded? Try one of these two operators: OR, AND. To **expand** your search, use the operator **OR**. In the search rectangle, add in the operator between terms or in combination with an alternative term/phrase.

For example, the search **campaign finance** could be expanded to:
campaign finance OR election reform

To limit your search, use the operator **AND**. In the search rectangle, add in the operator with an additional concept. For example, if you wanted to focus the results more on the office of the president, the search **campaign finance** could be limited to:
campaign finance AND presidents

     a. What is your revised search with one of these operators? (Copy and paste from the search rectangle.)

       _____

     b. Did the operator function as expected? (OR = expands search; AND = limits search).
       Yes   No

     c. For practice, place an additional article into the electronic folder by clicking on **Add to folder.**

6. Some student researchers choose to automate their citations for their **Works Cited** or **References** page. Try this using what is in your folder. Go to the folder view. Select both entries by checking the small box next to them. Click on the **Save as File** icon. Under Citation Format, select either **APA (American Psychological Assoc.)** or **MLA (Modern Language Assoc.)** Click on the yellow **Save**. Your citations appear followed by links to the articles that could be used to reaccess them. Review the citations for mistakes that you will need to correct. For example, sometimes the author's name or source title is in ALL CAPS. Also, you may have to fix formatting errors after copying and pasting the citations into MSWord. Were you able to follow these instructions to generate citations for your articles?   Yes   No