Finding Journals & search techniques

Name
Date
Search techniques: Keywords

• Tip 1: try to identify the main keywords that describe your assignment:

   “discuss the impacts of sustainability and cities”

• Impact, impacts, outcome, result, results, consequences, sustainability, cities, city, town, towns, urban, sustainable
Search connectors

AND, OR & NOT

- These are known as BOOLEAN OPERATORS and are used to combine search terms…

- **and** will find all search terms
- **or** will find one or another or both
- **not** will exclude terms
Similar words/Synonyms

• Think of alternative or similar terms (synonyms) that could also describe your topic
• Impacts – Impact, outcome, result, results, consequences
• Sustainability – Sustainable, sustain, maintain, support
• Cities, City, town, towns, urban, municipal

• Remember, you can widen your search using OR
Wildcard/Truncation

• Use the * symbol to find words starting with a common stem. The * is a TRUNCATION symbol.

• For example, sustain* will find Sustainable, Sustainability and sustained…
Looking for a particular phrase?

• If you are looking for a particular phrase just typing it into a search box on a database may not give you the exact results you are looking for. However, if you use quotation marks “” you will get more exact hits

• For example, “Sustainability and Cities”
Access Summon

- Summon is our all in one search facility that searches across our hard-copy, eJournals and eBooks so it is a really good starting point to search for materials and topics
- Summon does some of the legwork and recommends databases and search topics for you
- You can access Summon via [www.staffs.ac.uk/library](http://www.staffs.ac.uk/library)
- You can also use Boolean with Summon