

Youtube URL: <https://youtu.be/kt-t2m9CJrI>

Welcome to our tutorial on How to Use Search Everything

Search Everything returns results of content that is located in our library catalog, our ebook repository as well as our journal databases. This tutorial will show you how to use the Search Everything tab on our library home page to locate academic journal articles, limit the results of your Search, and add additional search terms to focus your results.

The Search Everything option allows users to search by:

Keyword (which is the default option)

Title

Author

Let's assume that you have been assigned a research paper on the topic of Stem Cells. Your professor requests that you use a combination of academic sources for your paper including journal articles.

Let's start by putting in our search term and clicking the Search key.

We will now look at the results page. On the LEFT side you will see various options to refine results. If we scroll down, we can limit to full text and limit to specific Source types. Amongst these types are: Academic Journal Articles or perhaps News Sources, or Magazine sources, etc.

Now, let's look at the center of the results page.

At the top of the list you may see a "Research Starter" document. A Research Starter is an overview document on the topic. Many students find the Research Starter useful because it provides them with background information.

The remainder of the result list is numbered and each resource indicated by an Icon with the type of resource that is listed below. To view some details about each resource you might move the cursor to the extreme right and click on the magnifying glass icon. This will bring up a window displaying further information about **that source** including the abstract. An abstract will provide you with an introduction to the contents of the full text.

Now, let's look for Academic Journal Articles in Full text on the topic of Stem Cells.

We return to looking at the LEFT column Limit TO and Source Type options.

First we will check the option under Source Type for Academic Journal articles. We will also check Limit to FULL Text option. Now we are looking at Full Text articles that have appeared in academic journals.

Note: the icon for accessing the full text is listed below each entry. For example, you may see a link for an .html full text document or a .pdf full text document.

When we click on the title link of a document, details are displayed including: the authors, the journal where the article was published, subject terms that may help you in refining your topic, as well as the abstract.

To the extreme right, you will see a Tools column. The options Print, Email, Save, and Cite are presented.

To return to our result list, we click the back link which is towards the upper left side of the screen. That will bring us back to where we started our search.

Let's say we are interested in refining our topic and let's say we are interested in the medical use of embryonic Stem Cells.

In the search fields we could add additional terms:

Stem Cells

And Embryonic

And Medical

Reclick the search key and your results are displayed on the screen. Now we are looking at academic journal articles on the topic of medical use of embryonic Stem Cells.

You are encouraged to experiment with search terms for your research topics using the limiters as well as by adding additional search terms within Search Everything.

We hope you have enjoyed our tutorial on How to Use the Search Everything tab to locate journal articles. If you need additional assistance, please contact our Reference Librarians and we will be happy to assist you.

647 Words