

What are the basics?

Knowing a few basics
will make it easier to
search the
classic catalogue and
databases

- Search strategy - keywords you focused on your topic
- Operators and Boolean logic - save time
- Phrase searching - search for specific
- Search different sources - find document
- Follow through to find full text

What are the basics?

- **Search strategy** - keeps you focused on your topic
- **Operators and truncation** - saves you time
- **Phrase searching** - allows you to be specific
- Search within **different sections** of a document
- Follow up to **find the full text** of an article if you only have its reference or abstract

Creating a Search Strategy

- Break topic up into Keywords
 - Words essential to your essay question
- Collect synonyms for keywords
 - Dictionaries
 - Encyclopaedias
 - Textbooks
- Combine keywords using Boolean Logic Operators

AND OR *

A blank concept worksheet

Keywords		Alternative Keywords	
Keyword 1	OR	Alternative words for Keyword 1	
AND			
Keyword 2	OR	Alternative words for Keyword 2	
AND			
Keyword 3	OR	Alternative words for Keyword 3	

write your keywords

Keywords1
Keyword 1 detective
AND
Keyword 2 fiction
AND
Keyword 3 criticism

Break your question down into manageable parts.

These are the terms you need to find information about.

synonyms

Keywords	Alternative Keywords
<p>Keyword 1</p> <p>detective</p>	<p>OR</p> <p>Alternative words for Keyword 1</p> <p>“private eye” mystery crime thriller</p>

How might these terms (or keywords) be expressed by someone else.

An author may write about your topic using different words that have the same meaning.

Truncation

-finds different word endings and spellings



critici*

- critics
- criticise
- criticism



critic*

- critic
- critics
- critical
- critically
- criticism
- criticise
- criticising
- criticizing
- criticised
- criticized

Common Truncation Symbols: * ? \$ #

Some ideas to start with...

Keywords	Alternative Keywords
<p>Keyword 1</p> <p>detective*</p>	<p>OR</p> <p>Alternative words for Keyword 1</p> <p>“private eye” mysteries or myster* crime or crim* thriller</p>
<p>AND</p>	
<p>Keyword 2</p> <p>fiction*</p>	<p>OR</p> <p>Alternative words for Keyword 2</p> <p>story or stories or stor* novel or novel*</p>
<p>AND</p>	
<p>Keyword 3</p> <p>criticism</p>	<p>OR</p> <p>Alternative words for Keyword 3</p> <p>critic*</p>