

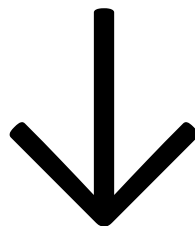
Screenshot Tips

Database “Bells and Whistles”

Each database will have its own “bells and whistles”—special options available to you when searching that database.

For example, all the databases from **EBSCO** may look similar. They may also allow you to search only for articles that are *Full Text* or *Scholarly (Peer Reviewed) Journals*.

The screenshot displays the EBSCO Academic Search Complete search interface. At the top, there is a navigation bar with links for Sign In, Folder, Preferences, Languages, New Features!, Ask-A-Librarian, and Help. Below this is a dark red header with navigation tabs: New Search, Publications, Subject Terms, Cited References, and More. The main search area includes the West Texas A&M University logo, the search type (Academic Search Complete), and a search bar. There are three search rows, each with a text input field, a dropdown menu for "Select a Field (optional)", and a search button. A "Create Alert" button and a "Clear" button are also present. The search options section is titled "Search Options" and includes a "Reset" button. Under "Search Modes and Expanders", there are radio buttons for "Search modes" (Boolean/Phrase, Find all my search terms, Find any of my search terms, SmartText Searching) and checkboxes for "Apply related words" and "Also search within the full-text of the articles". The "Limit your results" section contains several filters: "Full Text" and "Scholarly (Peer Reviewed) Journals" (both with red arrows pointing to their checkboxes), "Publication" (text input), "Document Type" (dropdown menu with "All" selected), "Number of Pages" (dropdown menu with "All" selected), "References Available" (checkbox), "Published Date" (Month and Year dropdowns), "Publication Type" (dropdown menu with "All" selected), "Language" (dropdown menu with "All" selected), and "Cover Story" (checkbox).



Besides having articles from different journals, each EBSCO databases also often has its own unique “bells and whistles.” For example, CINAHL Complete will allow you to search for articles with *Evidence-Based Practice* or *Research Articles* (be sure to evaluate all of them closely).

If you want to explore the bells and whistles for a particular database, you can view all the options you see on its search screen.

The screenshot displays the search interface for CINAHL Complete. At the top, there is a navigation bar with links for Sign In, Folder, Preferences, Languages, New Features!, Ask-A-Librarian, and Help. Below this is a secondary navigation bar with links for New Search, Publications, CINAHL Headings, Evidence-Based Care Sheets, and More. The main search area includes a search box, a dropdown for 'Select a Field (optional)', and buttons for Search, Create Alert, and Clear. There are also options for AND/OR search and an 'Add Row' button. The search options section is titled 'Search Options' and includes a 'Reset' button. Under 'Search Modes and Expanders', there are radio buttons for 'Boolean/Phrase', 'Find all my search terms' (selected), 'Find any of my search terms', and 'SmartText Searching'. There are also checkboxes for 'Apply related words' and 'Also search within the full-text of the articles'. The 'Limit your results' section includes checkboxes for 'Full Text', 'Abstract Available', 'English Language', 'Research Article' (highlighted with a red arrow), 'Search Only Pre-CINAHL', and 'CE Module'. It also includes a 'References Available' checkbox, a 'Published Date' range selector, a 'Publication' text box, a 'Peer Reviewed' checkbox, and checkboxes for 'Exclude Pre-CINAHL', 'Exclude MEDLINE records', and 'Evidence-Based Practice' (highlighted with a red arrow). A large black arrow points downwards from the bottom of the search options section.

After typing in a search, additional search options may be available. For example, in an EBSCO database look in the left column. Besides subject headings, CINAHL Complete has options for *Age* and *Gender*.

NOTE: the options in the left-hand column will *filter* your current results. So you will find fewer, but better results, according to your preferences.

The screenshot shows a search results page with a left-hand navigation panel and a main results area. The navigation panel includes a list of subject headings and filters for Age and Gender. Two red arrows point to the 'Age' and 'Gender' filter sections. The main results area displays four articles, each with a journal icon, title, citation information, subject terms, and options for full text access.

Left-hand navigation panel:

- communication (2)
- disability & rehabilitation (2)
- topics in language disorders (2)
- advances in speech language pathology (1)
- american annals of the deaf (1)
- american journal of speech-language pathology (1)
- Show More
- Subject: Major Heading**
- Age**
- all adult (4)
- adult: 19-44 years (6)
- all child (3)
- aged: 65+ years (2)
- child: 6-12 years (2)
- adolescent: 13-18 years (1)
- Show More
- Gender**

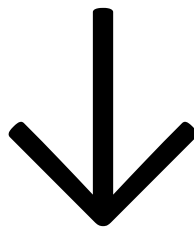
Main Results Area:

4. **Acquired communication disorders: looking beyond impairment.**
Bloch, Steven; Disability & Rehabilitation, 2011 Feb; 33 (3): 261-9. (journal article - research) ISSN: 0963-8288 PMID: 21110731
Academic Journal
Subjects: Communication; Assistive Technology Devices; Adult: 19-44 years; Male
Show all 4 images
PDF Full Text See if we have FULL TEXT

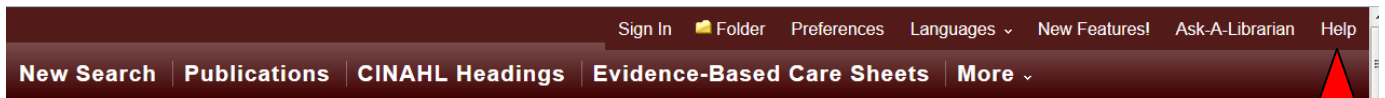
5. **Advances in augmentative and alternative communication as quality-of-life technology.**
(includes abstract) Hill K; Physical Medicine & Rehabilitation Clinics of North America, 2010 Feb; 21 (1): 43-58. (journal article) ISSN: 1047-9651 PMID: 19951777
Academic Journal
Subjects: Activities of Daily Living; Communication Aids for Disabled; Communicative Disorders Rehabilitation; Disabled; Quality of Life
Times Cited in this Database: (1)
Linked Full Text See if we have FULL TEXT

6. **Speech recognition technology applications in communication disorders.**
(includes abstract) Venkatagiri HS; American Journal of Speech-Language Pathology, 2002 Nov; 11 (4): 323-32. (journal article - tables/charts) ISSN: 1058-0360
Academic Journal
Subjects: Voice Recognition Systems; Alternative and Augmentative Communication
Cited References: (61) Times Cited in this Database: (3)
PDF Full Text (4MB) See if we have FULL TEXT

7. **Telecommunications resources for individuals with communication disorders.**
Cray J; Woods J; Perspectives on Administration & Supervision, 2007 Jun; 17 (2): 18-22. (journal article - CEU, exam questions)
Academic Journal
Subjects: Assistive Technology; Communicative Disorders; Telecommunications

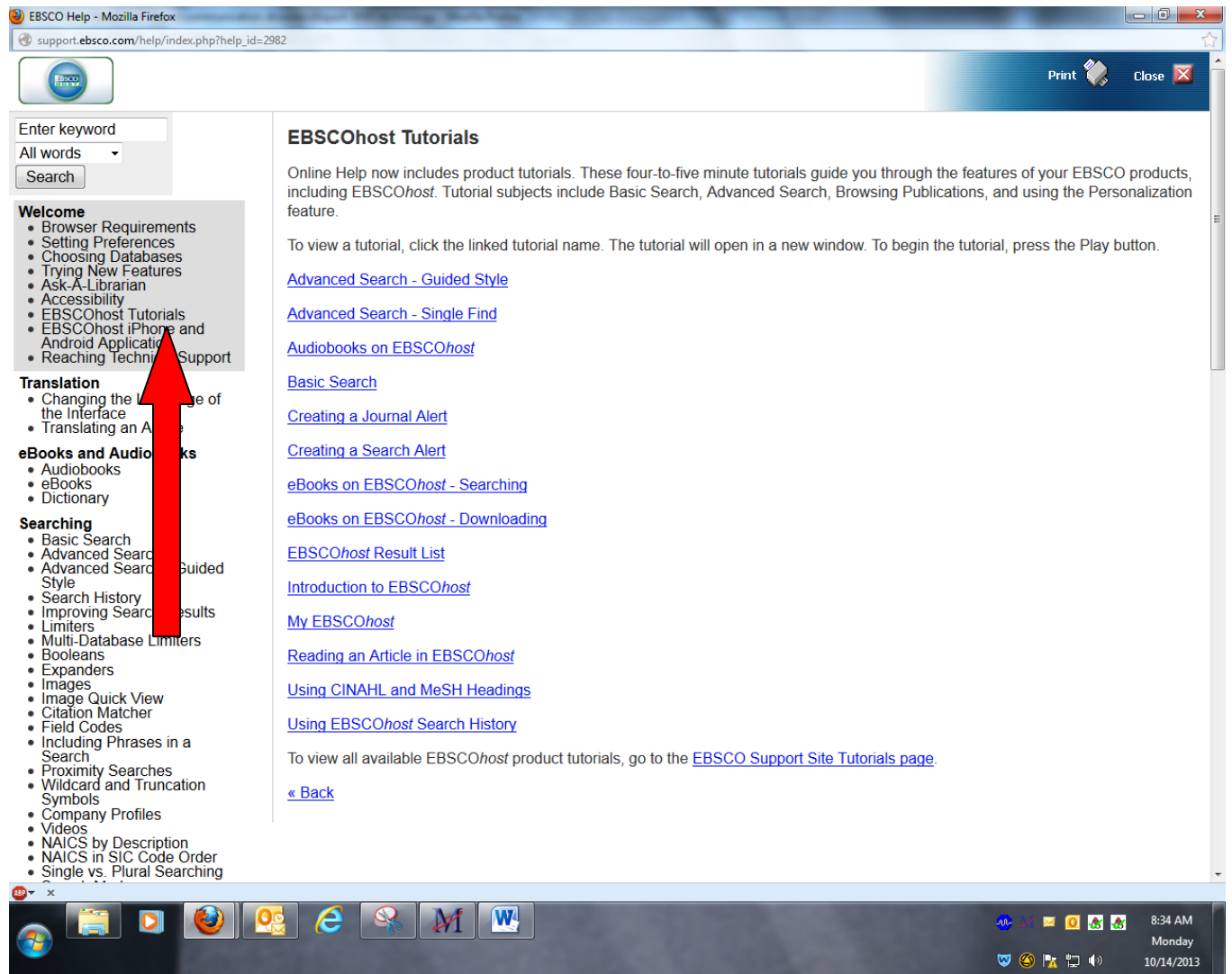


For more bells and whistles, you can also read the **Help** tips in various databases.



For example, EBSCO databases have four- to five-minute tutorials available.

http://support.ebsco.com/help/index.php?help_id=2982



Additional search tips often include information such as **Wildcard and Truncation Symbols**.

Searching

- Basic Search
- Advanced Search
- Advanced Search - Guided Style
- Search History
- Improving Search Results
- Limiters
- Multi-Database Limiters
- Booleans
- Expanders
- Images
- Image Quick View
- Citation Matcher
- Field Codes
- Including Phrases in a Search
- Proximity Searches
- Wildcard and Truncation Symbols
- Company Profiles
- Videos
- NAICS by Description
- NAICS in SIC Code Order
- Single vs. Plural Searching
- Search Modes

Using truncation can be a helpful shortcut when searching. In EBSCO, you could type:

treat*

to find:

treat

treated

treatment

Truncation

Truncation is represented by an asterisk (*). To use truncation, enter the root of a search term and replace the ending with an *. EBSCOhost finds all forms of that word.

For example, type **comput*** to find the words **computer** or **computing**.

Note: The Truncation symbol (*) may also be used between words to match any word.

For example, **a midsummer * dream** will return results that contain the exact phrase, **a midsummer night's dream**.