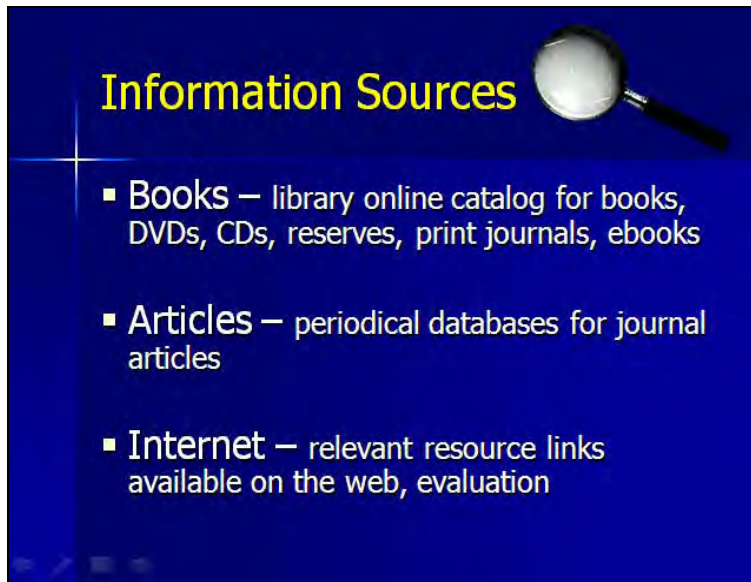




Welcome to the Sullivan Family Library's online tutorial on Search Strategies. This tutorial will serve as an introduction to the major types of information, provide tips on developing a topic, and offer strategies for the research process.  
Slide 1

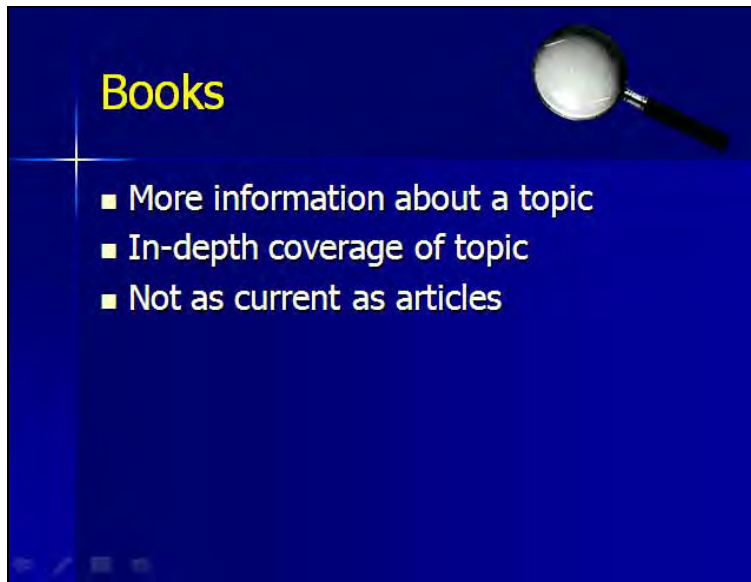


## Information Sources

- **Books** – library online catalog for books, DVDs, CDs, reserves, print journals, ebooks
- **Articles** – periodical databases for journal articles
- **Internet** – relevant resource links available on the web, evaluation

Information comes from many sources; books, articles and the Internet being the most common forms.


Slide 2



Books are useful for in-depth and extensive information on a topic, although they may not be as current as journal articles or web content.



Slide 3

## Periodicals/Serials



- Issued at regular intervals
- Indefinite period of time
  - Short pieces (articles)
  - Published relatively quickly
  - Current information


*Newspapers*  
*Magazines*  
*Journals*



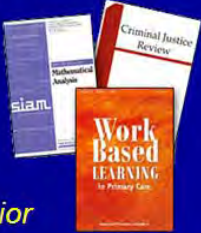
Periodicals and serials are good sources for current information. Some examples of periodicals are newspapers, magazines, and journals.

Slide 4

## Scholarly Journals

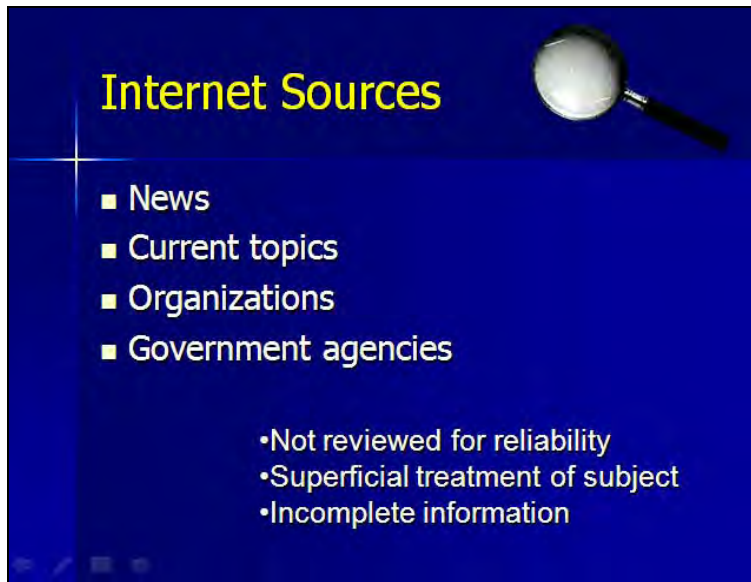


- Authors are scholars and researchers
- Sources cited by footnotes or bibliography
- Peer-reviewed articles (panel of experts)
- Very few ads or photos



*Criminal Justice and Behavior*  
*The Counseling Psychologist*

Scholarly journals offer articles authored by academic scholars and researchers. The articles are peer-reviewed before publication, meaning a panel of experts reviews the article for reliability.  
Slide 5



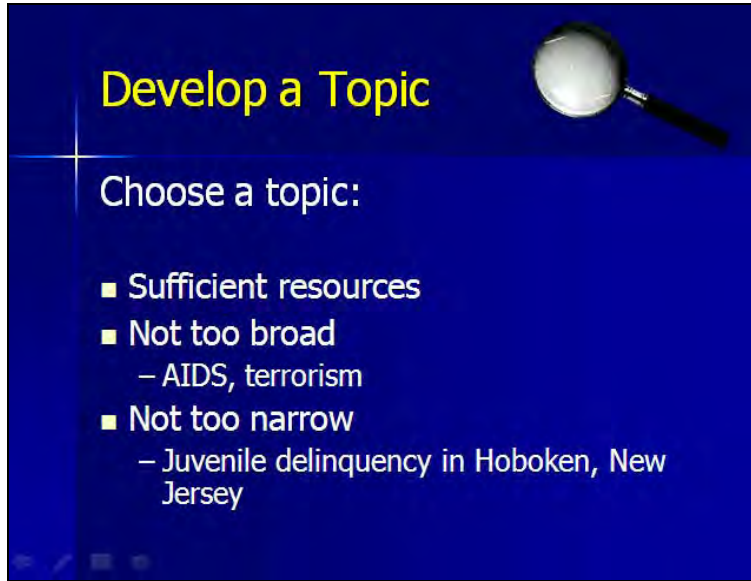
## Internet Sources

- News
- Current topics
- Organizations
- Government agencies

- Not reviewed for reliability
- Superficial treatment of subject
- Incomplete information

The Internet provides access to a great deal of information, especially current events and news. When searching the Internet, be aware that much of the content is not reviewed for reliability. Also, an emphasis on currency can lead to superficial treatment of a topic or incomplete information.

Slide 6



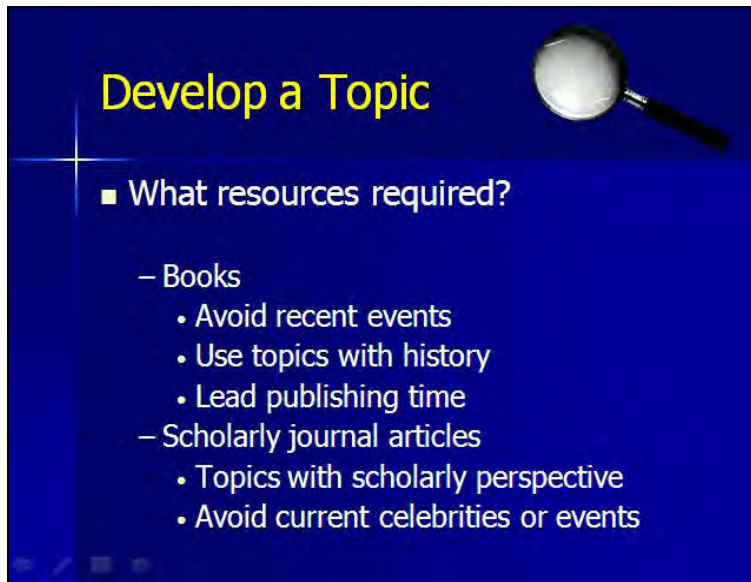
## Develop a Topic

Choose a topic:

- Sufficient resources
- Not too broad
  - AIDS, terrorism
- Not too narrow
  - Juvenile delinquency in Hoboken, New Jersey

When choosing a topic, it's important to consider the amount of information available. If you select a broad topic like terrorism, you may find yourself struggling to sort through all the information. If you select a narrow topic like juvenile delinquency in Hoboken, New Jersey, you may find yourself struggling to find any information.

Slide 7



## Develop a Topic

- What resources required?
  - Books
    - Avoid recent events
    - Use topics with history
    - Lead publishing time
  - Scholarly journal articles
    - Topics with scholarly perspective
    - Avoid current celebrities or events

If your research requires using certain resources, you should consider the type of information found in those resources. For example, choosing a topic on a recent news event will make finding relevant books difficult.

Slide 8



**Develop a Topic**

- Searching for useable sources – 1/4
- Redoing the search – 1/4
- Writing the paper – 1/2

Searching and finding useable, reliable, quality information TAKES TIME

Good research takes time. As a general guideline, you should allow roughly a quarter of your time on searching for sources, a quarter on re-doing your searches, and the remaining half writing your paper.  
Slide 9

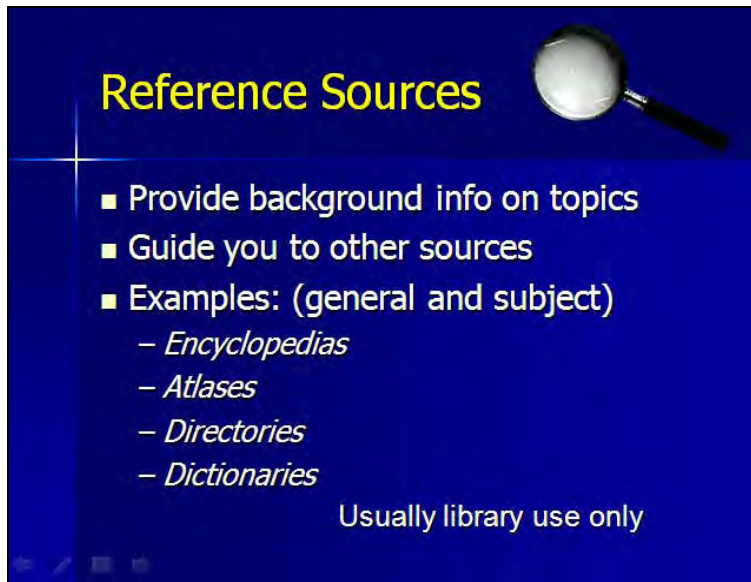


## Research Strategies

Steps:

1. Find background information from reference sources
2. Identify key concepts
3. Use Boolean search techniques

Here are a few steps that can make the searching process easier. Use a reference source to get background and introductory information on your topic. Create a list of key concepts related to your topic, including synonyms. Use Boolean search techniques to combine your key concepts.  
Slide 10

A blue presentation slide with a magnifying glass icon in the top right corner. The title "Reference Sources" is in yellow. The content is in white text, listing three main points with sub-points. The text "Usually library use only" is at the bottom right.

## Reference Sources

- Provide background info on topics
- Guide you to other sources
- Examples: (general and subject)
  - *Encyclopedias*
  - *Atlases*
  - *Directories*
  - *Dictionaries*

Usually library use only

Reference sources often provide background or introductory information on your topic. Reference sources are useful for beginning research and can lead to more in-depth information in books or articles.

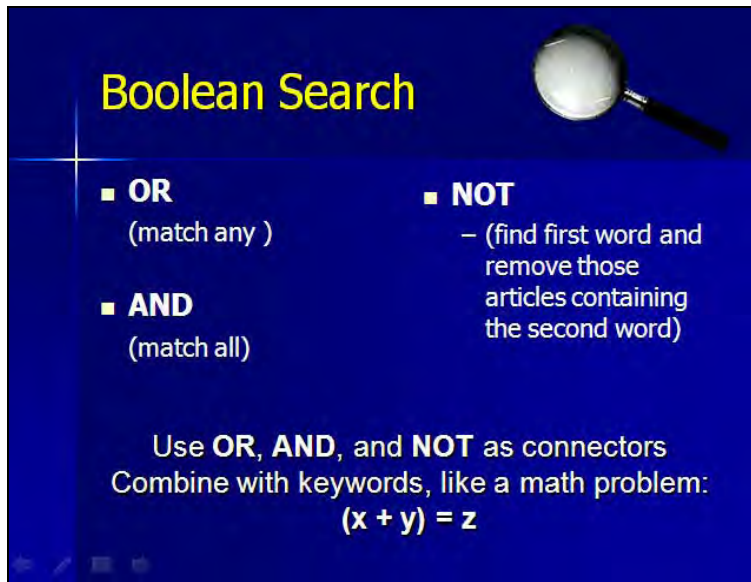
Slide 11



## Search Strategies

- Use Keywords
  - For “Will interracial marriage eliminate racism?”
  - Use “interracial marriage” and “racism”
- Thesaurus for synonyms
  - intermarriage, interfaith marriage, miscegenation
  - prejudice, bigotry, discrimination, segregation
- Disciplines have special terminology
  - oncology for cancer

When searching an online database or the online catalog, use keywords instead of complete sentences or questions. If you're searching for a phrase, use quotations around the words to keep them together as a phrase. To broaden your pool of keywords, use a thesaurus to find relevant synonyms. Also consider discipline-specific terminology such as Oncology for Cancer.  
Slide 12



## Boolean Search

- **OR**  
(match any )
- **AND**  
(match all)
- **NOT**  
– (find first word and remove those articles containing the second word)

Use **OR**, **AND**, and **NOT** as connectors  
Combine with keywords, like a math problem:  
 $(x + y) = z$

Boolean search techniques can increase relevant hits to your searches. By using OR as a connector between terms, you're saying you want results that contain any of your search terms. Using AND as a connector tells the search engine you are only interested in results that have all of your search terms. Using NOT as a connector between 2 terms will find the first term and remove all results within it that contain the second term. Let's look at a few diagrams to help explain Boolean searching.

Slide 13



When using the Boolean connector OR, you broaden your search. In this example, we are searching for “slippers OR shoes.” Results will include hits for slippers (the left circle), shoes (the right circle), and any crossover containing both slippers and shoes.  
Slide 14



The Boolean connector AND will narrow your search. Using AND to connect the search terms "pink AND slippers" will return only results containing both terms - represented in this diagram by the pink slippers area.  
Slide 15

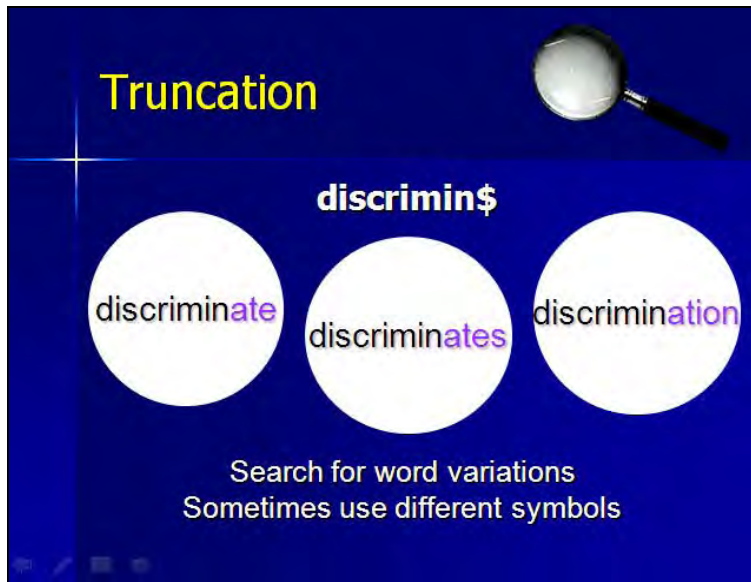


The Boolean connector NOT is another way to narrow your search results. The NOT connector eliminates specific results from your search. In this example, we're searching for slippers again, but we're not interested in results for bedroom slippers.

"Slippers NOT bedroom" removes all results containing both search terms - represented by the cute bunny slippers - leaving only the results for slippers that are not bedroom slippers.

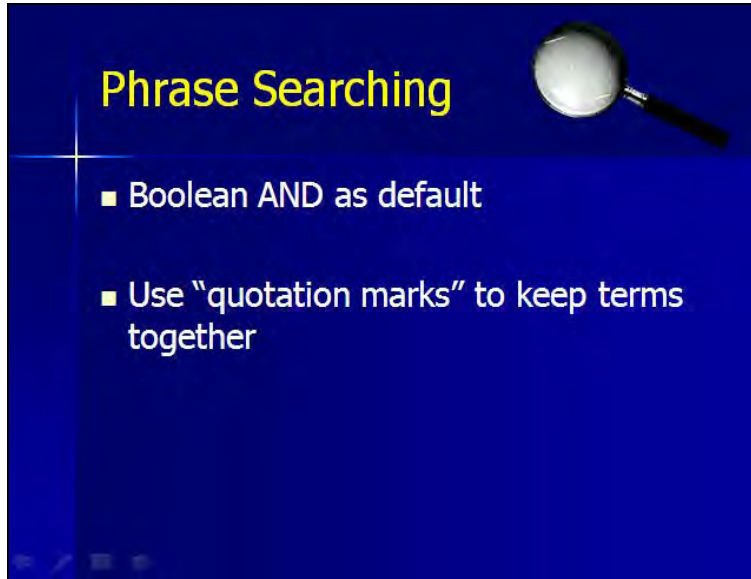
Slide 16





Truncation is a useful strategy for expanding your results and saving time. Truncation uses a defined symbol - in this example the dollar sign - as a variable representing variations of a word. Instead of doing separate searches for discriminate, discriminates, discrimination and so on, adding the truncation symbol after the "N" will do all those searches at once. Truncation symbols are not standardized, so be sure to check the database's help file for the correct symbol.

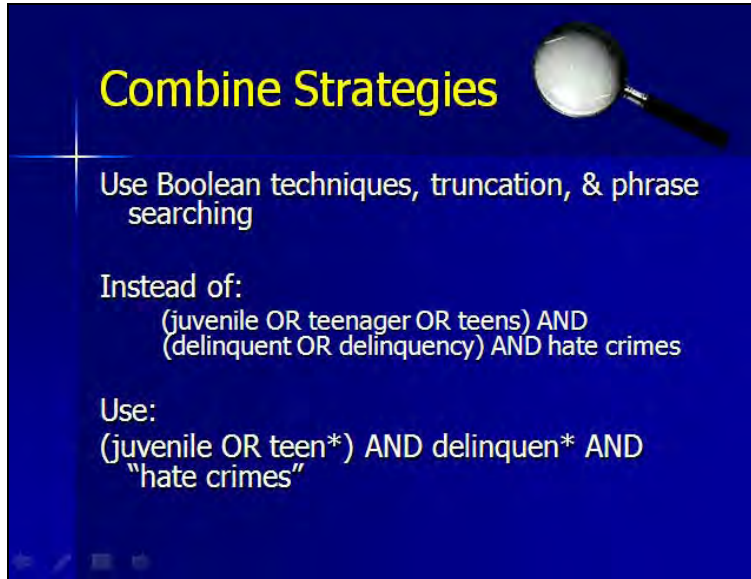
Slide 17



## Phrase Searching

- Boolean AND as default
- Use "quotation marks" to keep terms together

Many search engines use the Boolean AND as the default search term connector. If your search concept is a phrase, use quotation marks to keep your terms together.  
Slide 18



## Combine Strategies

Use Boolean techniques, truncation, & phrase searching

Instead of:  
(juvenile OR teenager OR teens) AND  
(delinquent OR delinquency) AND hate crimes

Use:  
(juvenile OR teen\*) AND delinquen\* AND  
"hate crimes"

Boolean connectors, truncation, and phrase searching can all be combined. When creating complex search queries, use parentheses to keep key concepts together.  
Slide 19



This concludes the Search Strategies online tutorial. Please view our Finding Books, Finding Articles, and Web Resources tutorials for more information on searching these individual resources. If you have any further questions, please email [library@chaminade.edu](mailto:library@chaminade.edu) or call 808.739.4660.

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