



# ERIC (EBSCO)

This is a comprehensive collection of education

This database is available on and off campus and may be accessed from Databases in the <u>Electronic Library</u> at: <a href="http://www.ljmu.ac.uk/library/e-library">http://www.ljmu.ac.uk/library/e-library</a>

- Go to Discover, if prompted, Sign in with your LJMU <u>username@ljmu.ac.uk</u> and password
- Select the **Databases** option
- Type the name of the database in the search box
- Select the title and then the online link in the View Online box

### Searching

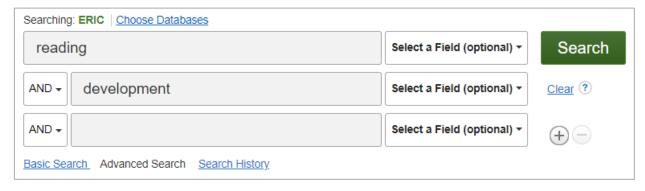
The database automatically defaults to the **Advanced Search** screen, enter your search terms into a search box without specifying search fields. The database will retrieve documents containing all your search terms, appearing in any field (document titles, authors, subjects, full text, etc.)

#### Search Tips

#### **Boolean Operators**

Boolean search operators: **AND**, **OR** and **NOT**, link your keywords together and enable you to search more effectively:

- The term **AND**, will narrow a search to only find records which contain all search terms, for example: reading **AND** development
- The term **OR**, will widen a search to find records containing any of your alternative search terms, but not necessarily all, for example: reading **OR** literacy
- The term NOT, excludes part of a topic or specific terms from a search, for example: school NOT university



#### Exact word or phrases

You can search for an exact word or phrase of two or more words by surrounding it with quotation marks. For example, "modern foreign languages" in quotation marks this ensures that the database only retrieves records where these words appear together as a phrase.

#### Truncation

An asterisk is a truncation symbol that can be used after the first few characters of a word to include all varying endings of that word in a search, for example: comput\* will find computer, computers, computing, computerised, computation

#### Wildcards

The wildcard symbol ? can be used within a word where a different spelling may be used, for example: organi?ation will find organisation and organization

The wildcard symbol # will look for an alternative spelling where there could be an extra character, for example: **behaviorr** will find **behavior** and **behaviour** 

#### **Alternative Search Terms**

If you are struggling to find information on a given topic – try changing your search terms to include alternative keywords, for example: "Physical Education" could also be PE or Sport. You can also use the Search Expanders to search for a word **within** full text articles.

#### Search Limits

You can limit your searches such as **peer reviewed** for academic journals, **document type**, **language** or choosing a **date range** before searching. This will help you to find the most relevant research quickly and easily, filtering out any results which are not fully focused on your search topic.

#### **Displaying Results**

The Result List Screen:

- Narrow Results By: source type, subject, journal, author, etc
- All Results: articles that were found
- Limit Results: options to filter the results, then select update for a revised list

The results can be citations, full text articles, document summaries or abstracts, and can include links to full text. Each result is numbered and the available formats are displayed **HTML full text**, **PDF Full Text**, **Linked Full Text** (PDF) or **Full Text from ERIC**.



Selecting the title will display more information about the item such as a summary or an abstract of the item. Your keywords are highlighted in light blue throughout the summary and sometimes there are additional keywords for further searching ideas.

Use the page numbers at the top or bottom of the screen to move backwards and forwards through the results.

If you do not see a PDF, use the **Find It** link to see if LJMU has access to full-text access from another resource/database. Use the link to go to the journal and the full text article.

Remember to follow any log in details if you are working off campus.

### Email, Print, Save, Export

From the results list of you can print, save, email or export selected records.

Select one or more of the required records by selecting the **folder** icon this will add it to the folder on the toolbar Select the folder to display the contents and then select the appropriate button.

To export to EndNote or an alternative bibliographical tool select **All Options** and select the appropriate option, for example: to export to EndNote Online select the **Direct Export to EndNote Web** option.

Note: at the end of each session this folder will empty. To permanently save these records in the folder you will need to **Sign in** using the option on the toolbar and create an account.

#### Additional Features

To use any additional features such as saving your searches, setting search alerts and saving documents within the database you need to create a personal account.

## Further Help

Further guidance is available using the **Help** button on the toolbar or from your Academic Engagement Librarian.

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