

Searching ProQuest Periodical Database

What is *ProQuest Direct*?

ProQuest Direct is an online search system of databases with citations, abstracts, and many full text articles from magazines and newspapers. These databases include *ABI/Inform*, *Washington State Newsstand*, *Platinum Full-Text Periodicals* and *Research Library Complete*.

Accessing *ProQuest Direct*

You can access *ProQuest Direct* at the BC Library Media Center or from home.

- Visit the library homepage: <http://bellevuecollege.edu/lmc/>
- Click on the **Periodicals/Databases** link and select ProQuest
- When accessing *ProQuest Direct* from home, you will be asked to enter your BCC ID number and your last name.

Starting Your Search

1. *ProQuest Direct* defaults to a **Basic Search**. Enter in your word or phrase and click search.
2. You are also given the option to search different combinations of databases. ProQuest is made up of several smaller databases. You can search any or all of these databases by clicking on the “Multiple Databases” drop-down box.
3. You can select a specific date range for your search by clicking on the “Date Range” box.
4. You can limit your search the following ways
 - a. Full text: finds articles that are full text in the database
 - b. Scholarly: finds peer-reviewed articles that meet a high academic standard.

Types of Searches

Click on the tabs at the top of the screen to try different types of searches

Basic: Searches using keywords and Boolean operators.

Advanced: Allows you to combine search terms and search in article title, author, etc.

Topics: Allows you to browse their subject directory

Publications: Search for a specific magazine or newspaper in the databases.

Searching Tips

Subject Searching

You can search for articles on a specific subject rather than a simple keyword search. Click the **Topics** tab at the top of the page. Enter a word or phrase. The database will find articles on that subject. Click on View to see the articles or click on Narrow to find articles related to your main subject.

Boolean Operators

Search terms (keywords and phrases) can be joined using the Boolean operators **AND**, **OR**, and **AND NOT** to refine your search. ProQuest's Advanced Search allows you to use Boolean operators with a fill-in-the-blank approach.

AND: Use **AND** to combine two or more keywords or phrases to narrow your search.
EXAMPLE: asthma **AND** women

OR: Use **OR** to broaden your search by finding articles on a greater number of topics.
EXAMPLE: whales **OR** dolphins

AND NOT: Use **AND NOT** to exclude terms from your search. Use this with **caution**. You may exclude some articles you want to look at.
EXAMPLE: Internet **AND NOT** education

Use parentheses to create a more specific search. Phrases in parentheses are worked first. Without parentheses, the database doesn't really understand what you are searching for:

EXAMPLE: communication **AND** (whales **OR** dolphins)

Using Truncation (?), the Wild Card (*), and Proximity Operators (W/N, NOT W/N, PRE/N)

To find words with a specific word stem, use **truncation** (*); enter the word stem followed by an asterisk.

EXAMPLE: **environment*** finds **environments, environmental, environmentalist, environmentalism.**

- To find variant spellings or plurals, use the **wild card** (?). Replace each unknown letter with a question mark (?) to find words with any character in place of the "?".

EXAMPLE: **wom?n** finds **woman** or **women.**

- To find words within the same sentence, use the **W/#** operator and replace the # sign with a number.

EXAMPLE: **effects W/7 divorce** (this will find articles with "effect" and "divorce" within 7 words of each other.)

- To find words or phrases in specific order (one must precede the other) within a specific number of words, use **PRE/N**. Use quotation marks around any phrase that has three or more words.

EXAMPLE: **effects PRE/2 divorce** finds **effects of divorce**

Viewing Your Results

After you search the database, a results list appears. The number of results is displayed at the top left of the screen, above the articles. Articles are sorted so that the most recent article is first. The results list tells you the article title, author, publication name, when the article was published, and which formats the article is available in. Click on the article title for more information about the article.

When you see “Full Text” or “Full Text – PDF” or “Text + Graphics” this tells you that the full text of the article is in the database!

Printing, Downloading, or Emailing Your Results

You can print or e-mail your results.

1. Full text articles must be printed one at a time. Remember, printing costs 10 cents per page in the library, so printing costs add up quickly. If you are at home or in the computer lab, select the **Print** button at the top of the page. A print box will come up on your screen. Click “Print.”
2. To email articles, select the **Email** button at the top of the page. Select the format for your email, enter your name and email address and a subject for the email message. Then click on the “Send Email” button at the bottom of the screen.
3. You can add articles to a list and then print or email the entire list. Start by adding articles to the **Marked List**. Then click on the **Marked List** tab at the top of the screen to look at the articles you’ve added to your list. You may then print a bibliography for these articles, email the articles, or export the citations by selecting the appropriate link at the top of the screen. When you print your Marked List, you are only printing citations for the articles, not the entire text of the articles. To print the full text of articles, follow the directions in #1.