Periodicals Tutorial

Periodicals Module Introduction
Periodical articles are a good source of current information. Online periodical indexes/databases are the best way to locate these articles. Databases provide 24/7 access to article abstracts and some full-text articles. EBSCOhost Online Research Databases is the premier collection of databases used at Delaware Tech. Learning to navigate these resources is important to your academic success. A lesson on using EBSCOhost is given here. Although the instruction presented here is specific to Delaware Tech, the skills you develop as a result of this tutorial will apply to using any library anywhere.

(Please note: the libraries' online resources may be upgraded at any time. Keep this in mind if you find any discrepancies in screen shots or other information. This tutorial was updated on August 14, 2013).

Learning Objectives
The student will be able to use the college's online periodical databases to:

- Search an online periodical database by subject or keyword
- Use techniques, such as Boolean searching, truncation, etc., to construct a search
- Interpret a periodical database record/citation
- Determine the best retrieval method
- Locate full-text articles

Instructions
Read the Periodicals tutorial. Print it, if you wish.
Complete the Periodicals Quiz in Blackboard.
Submit the completed Quiz and check your score on page one of the Review Assessment.
ALL STUDENTS NEED AN 85% OR BETTER TO PASS.

For Stanton & Wilmington students - you must also deliver a copy of your quiz results to your campus library. Be sure your name is on the printout. Print a copy for your own records.
PERIODICALS

- Introduction to Periodicals and Periodical Database Searches in EBSCOhost
- Keyword Search
- How to Interpret an EBSCOhost Citation
- Boolean Operators and Truncation
- Creating a Search Strategy
- How to Find a Full Text Article

Introduction to Periodicals and Periodical Database Searches in

<table>
<thead>
<tr>
<th>What are Periodicals?</th>
<th>What are Periodical Databases?</th>
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<tbody>
<tr>
<td><strong>Periodicals:</strong></td>
<td><strong>Periodical Databases:</strong></td>
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<tr>
<td>- Published at a specified interval (daily, weekly, or monthly).</td>
<td>- Provide lists of hundreds of articles, many of which are in full text. (Libraries may also own print versions of periodical articles.)</td>
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<tr>
<td>- Journals, magazines, or newspapers.</td>
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<tr>
<td>- A journal usually contains articles of a <strong>specialized</strong> (professional, trade or industry) or <strong>scholarly</strong> (research) nature.</td>
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<tr>
<td>- A magazine contains articles on topics of <strong>general or popular interest.</strong></td>
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<td></td>
<td>- Allow keyword, subject, title, author, periodical title, or Boolean searches.</td>
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This tutorial will use the EBSCOhost periodical database service, which contains a number of different databases, to illustrate basic keyword searching techniques.

After clicking on EBSCOhost Web, the EBSCOhost Choose Databases page appears. A short description of each database is given. Some are general and cover many different topics. Others are more subject or technology specific.
To search in a single database, click on its title. For example, to search for articles on a general topic, click Academic Search Complete. To search several databases at once, you would check the appropriate boxes to the left of the database name and then click the Continue button. Some of the other databases listed on this page are:

- CINAHL (Cumulative Index to Nursing & Allied Health Literature)
- Business Source Complete
- Education Research Complete

**Keyword Search**

Next is the basic keyword search page. To begin the process you would type your topic in the search box and click on Search.

**Note:** There are other ways to limit your results including publication date, publication name, and number of pages. Different databases have different limits so check under the Limit your results section for the types of limits you can set. This can help you formulate a better search and provide you with more precise results.
Results Screen

The results list is next. Notice a total of **4524** citations were found for articles containing the words: “gasoline prices”.

The left hand column gives you ways to narrow your search including by full text, publication date or type, subject or geography. You can click on any of these to produce a new set of results with fewer citations.

The right hand column may show images related to your topic that you are able to click on.

Here is a close-up of part of the result list. There are two citations for articles listed here. Full Text articles are the complete article as you would find in a periodical and can be printed out in their entirety. **Unless you limit the search using the Full Text checkbox, not all of the results will be Full Text.**

**Experimental gasoline markets.**

Abstract Only

Add to folder

**What You Need to Know About Saving on Gas.**

(A/N 32460716)

HTML Full Text  PDF Full Text (400KB)

Add to folder

**To see the full record,** which may contain an abstract or summary and specific subject terms for the article, click on the **title** of the article. **Hint:** For a snapshot of the record, place your cursor over the **preview button**.

**An article that has an abstract but does not have Full Text.**

**HTML Full Text** – full text of an article where the images and pagination may be different from the original printed version.

**PDF Full Text** – full text of an article that closely resembles the printed version in its original format (images, pagination, etc.)
Preview button - By placing your cursor over the preview button, a brief summary of the article record is displayed including the title, source, publication date, and abstract. From this summary, you can also access the Full Text.

Full Record Screen

Below is part of the full record for an article in the results list. It identifies each part of the citation from the result list and includes other information. The HTML Full Text (when available) will appear after the abstract or you can click the HTML Full Text link and for PDF Full Text (when available), click the link to open the document.

Use the Tools Menu to Print/Email/Save/Cite (APA format) your article.

Article title

Article author (some articles may not have an author)

The Source includes the periodical title, volume and issue numbers, issue date, pagination, and images/captions.

The Abstract is a summary of the article. By reading this first, you can save time deciding if the article contains the information you need.

Note: Using the Cite feature (shown in the red circle above) in EBSCOhost will give you a general idea on how to cite your article in APA format. It may not be completely accurate, so always double check your citation.
How to Interpret an EBSCOhost Citation

Now that you know how to search EBSCOhost, how do you interpret your results? Here is a breakdown of the citation for our example article:

![Article title](What You Need to Know About Saving on Gas.png)

Author | Periodical title | Date | Volume Issue | Pages | Images
--- | --- | --- | --- | --- | ---

Citing Your Source in APA Format

To give credit to your sources, you should use a recognized citation style. The citation style used at Delaware Tech is APA (American Psychological Association).

APA includes rules for how to arrange details like author, title, publication date, periodical title, article title, etc. These details may vary depending on what type of source you are citing.

You can find rules for proper citation in style guides available online or at the Libraries, or you can ask a librarian for help.

The proper way to cite a periodical from a database in APA style is:

Article from an online database with a DOI assigned:

**Author, A. A., Author, B. B., & Author, C. C. (Date of publication). Title of article. Title of Online Periodical, volume number(issue number), pages. doi: 0000/000000**

Article from an online database with no DOI assigned:

**Author, A. A., Author, B. B., & Author, C. C. (Date of publication). Title of article. Title of Online Periodical, volume number(issue number), pages. Retrieved from URL of homepage of periodical publisher or Database name. (Check with your instructor!)**

Example:

Boolean Operators and Truncation

If your search terms yield too few or too many results, try your search again using **BOOLEAN OPERATORS** or a **TRUNCATION SYMBOL**. **Boolean operators** (AND, OR and NOT) connect and define the relationship between search terms. Use them to expand or narrow your search.

### Boolean Operators

**Boolean AND**

Use **AND** to narrow a search. **Both** search terms will be present in your search results. **Example**: A search for *computer AND literacy* will retrieve only records containing **both computer and literacy**.

**Boolean OR**

Use **OR** to broaden a search. **Either** search term will be present in your search results. **Example**: A search for *computer OR literacy* will retrieve records containing **either computer or literacy**.

**OR** is usually used to search for similar terms.
Use **NOT** to exclude a term. Search results with the first term will be retrieved. Results with the second term will not. **Example:** A search for *literacy NOT computer* will retrieve records with *literacy* and exclude any that also contain *computer*.

**Truncation**

A truncation (**[*]**) symbol can be used to create searches where there could be various endings to your term. Enter the root of a search term and replace the ending with an *. **EBSCOhost** will find all forms of that word. This is a way to broaden your search. For example, comput* will retrieve:

- compute
- computer
- computing
- computation, etc!

Note: **EBSCOhost** uses an asterisk (*') for truncation. Other databases may use other truncation symbols such as (#) or (?)

For more practice on Boolean operators, try the Boolean tutorial from Colorado State. [http://lib.colostate.edu/tutorials/boolean_info.html](http://lib.colostate.edu/tutorials/boolean_info.html)
Creating a Search Strategy

A search strategy consists of relevant keywords or subject terms and Boolean operators. By creating a search strategy in an online database, you can find the most appropriate information for your specific topic.

Example: Since the original example of “gasoline prices” yielded over 4,500 citations, the search needs to be narrowed. This can be done by creating a search strategy using additional keywords and/or subject terms and the Boolean operators explained above.

Research topic: Find articles explaining some solutions to the increased gasoline prices.

Type gasoline prices AND solutions in the Search box. As you can see, the results shown below are considerably lower, only 63.

Don’t forget about other ways to narrow your search including using the ideas on the left hand side of the screen, limiting to Full Text or Scholarly Journals, or limiting your publication date or number of pages.

You can expand or broaden your search by using truncation to find more forms of the word or using the Boolean Operator OR.
How to Find a Full Text Article

- **Full Text Available in Database**

  If the article is available in Full Text in the database you are searching, print out, save or email the entire article to yourself.

- **A to Z**

  If the article is not available in Full Text in the database you are searching, you can search “A to Z” to see if it is available in another database.

  ![Login to MyDTCC, click the Courses or Resources tab. Choose the “A to Z” link under the list of Library Databases.]

- **Request articles from non-Delaware Tech libraries (Interlibrary Loan)**

  Even if Delaware Tech does not own the periodical you want, the article you need can be copied and sent to your campus library for you to keep. Loan forms are available in person at the circulation desk.

(End of tutorial) 07/13