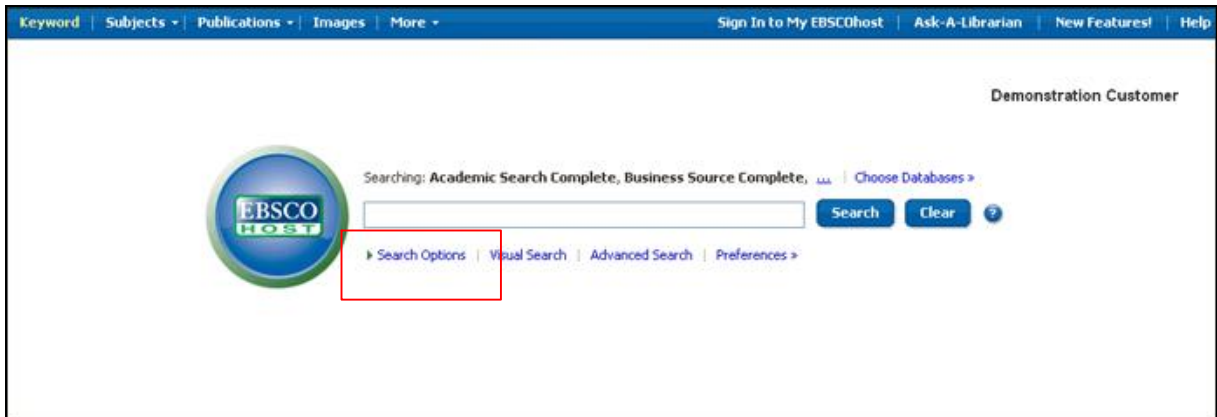




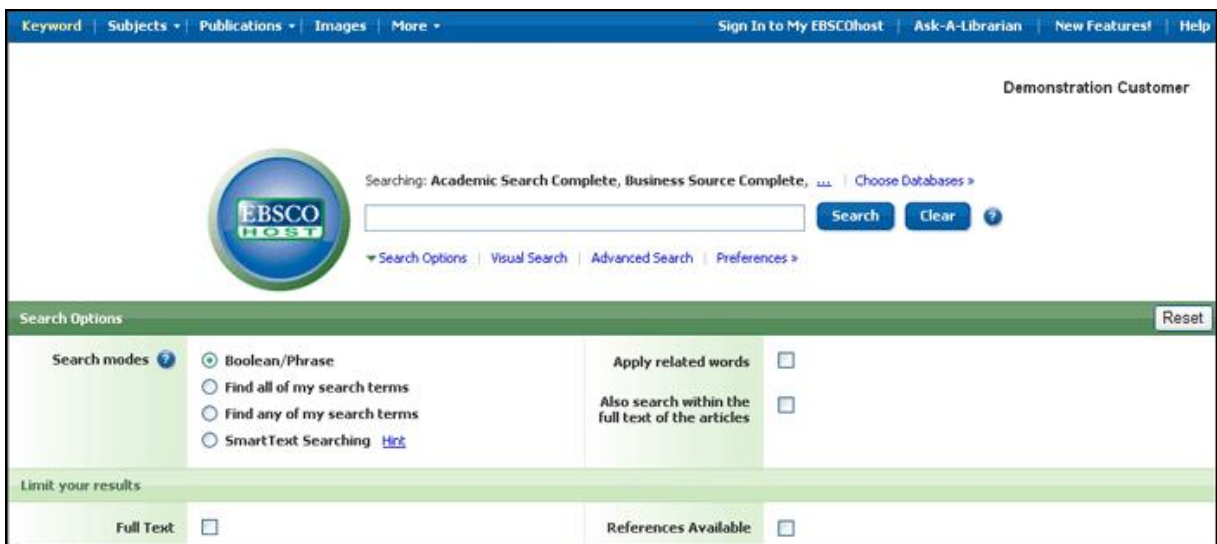
EBSCOhost 2.0 Basic Search Help Sheet

Creating a Basic Search

1. On the Basic Search Screen, enter your search terms in the **Find** field.



2. If you want to use any of the optional Limiters or Expanders, click the **Search Options** link.



You can use a specific **search mode**, such as “Find all of my search terms,” or “SmartText Searching”; apply **Limiters** such as Full Text or Publication type; or use search options that expand your search, such as “Apply related words.”

3. To close the **Search Options**, click the link again.
4. Click the **Search** button. The Result List displays.





The screenshot shows the EBSCOhost search results page for the query "global warming". The interface is divided into three main columns: "Narrow your results", "All Results", and "Limit your results".

- Narrow your results:** A sidebar on the left with expandable sections for "Source Type" (listing Academic Journals, Magazines, Newspapers, etc.) and "Thesaurus Term" (listing ENVIRONMENTAL aspects, GREENHOUSE gases, etc.).
- All Results:** The central column displays a list of search results. The top result is "1. Out of Sync" with a preview icon circled in red. Below it are two more results: "2. Dynamical greenhouse-plus feedback and polar warming amplification..." and "3. The Security Implications of Climate Change...". Each result includes a title, a brief abstract, author information, and links for "HTML Full Text" and "PDF Full Text". A relevancy indicator (a green bar) is shown below each result.
- Limit your results:** A sidebar on the right with filters for "Full Text", "Scholarly (Peer-Reviewed) Journals", and "Date Published" (with a range from 1967 to 2007). An "Update" button is also present.

At the top of the "All Results" column, the text "All Results: 1-10 of 6223" is circled in red. Below the search bar, the text "Results for: global warming" is also circled in red. In the "Limit your results" sidebar, the "Update" button and the "Folder has items" section (listing "The Security Implications of..." and "Dynamical greenhouse-plus...") are circled in red.

Viewing Your Search Results

The Result List Screen has three columns—Narrow your results, All Results, and Limit your results. You can hide or show the different areas by clicking the control arrows near the top of your results.

- **All Results** – The articles that were found display in the center of the Result List Screen.
 - The **article title** link takes you to the citation information and/or the full text. Place your mouse over the **Preview** icon  to view the Abstract.
 - The **HTML Full Text** link takes you directly to the full text of the article.
 - The **PDF Full Text** link takes you to a PDF version of the full text. The PDF will open in the Adobe® Reader®.
 - The **Relevancy** indicator  tells you how relevant the article is based on your search terms.



- **Narrow your results** – You can narrow by source type, subject, journal, author, and more.
- **Limit your results** – Apply limiters right from the Result List. Select any of the limiters displayed and click **Update**. A revised Result List displays. (You can refine your search even more by clicking the **Search Options** link under Limit your results.)
- **Folder** – To save an article to the Folder, click the **Add to Folder** link to the right of the Relevancy indicator at the bottom of the result. To view the items in your Folder, click the **Go to Folder View** link.
- **Related Information** – When additional sources such as images, blogs, and Web news are available, they will be displayed.

Printing/E-mailing/Saving Search Results

The screenshot shows a search result for the article "Out of Sync" by Borrell, Brendan. The page includes a metadata section with fields for Title, Authors, Source, Document Type, Subject Terms, Reviews & Products, People, Abstract, ISSN, Accession Number, Database, and Notes. The abstract discusses the effects of global warming on pollination. On the right, the "Related Information" panel lists similar articles and a "Folder has items" section. A red box highlights the Print, E-mail, Save, and Cite icons, and a red circle highlights the "Folder has items" section.

- Click the **Print**, **E-mail**, or **Save** icon and follow the directions on screen to print, e-mail, or save your results. You can print, e-mail or save several results at the same time by saving them to the **Folder**, and then printing, e-mailing or saving all at once.
- Use the **Cite** icon to view your results in popular citation formats such as MLA and APA.
- To save your results for future use, be sure to sign in to your personal account (*My EBSCOhost*). Once you sign in, your results are saved to the Folder, and can be retrieved at any time.