

# Search Strategy Guide

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Before you begin searching in a database, it is a good idea to plan your search strategy ahead of time. This advance preparation will allow better utilization of your time to search the database and obtain good results.

## STEP 1

**Describe** your research topic. Be as specific as possible.

## STEP 2

**Choose** the appropriate database for your topic.

## STEP 3

**Divide** your topic into major concepts. (Hint: ignore articles and prepositions and words like “cause”, “effect”, “association”, etc.) For example the topic “Is there a relationship between adolescent mental health status and smoking?” divides into the concepts “smoking”, “mental health” and “adolescents”. List possible synonyms or related terms for each concept.

### Concept A

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### Concept B

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### Concept C

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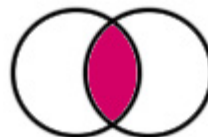
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## STEP 4

**Connect** your concepts using these Boolean Logic operators:

**AND** limits a set to only those records with both concepts.

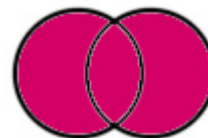
Smoking



Adolescents

**OR** broadens a set to include records where either term can be found. **OR** is used to bring like terms or synonyms together

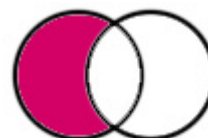
Adolescents



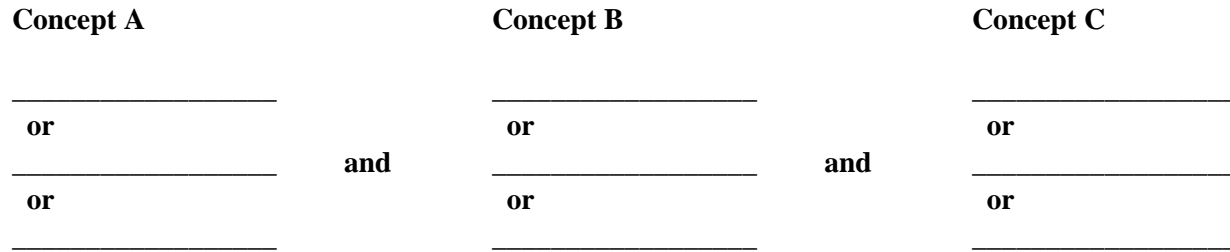
Teenagers

**NOT** narrows a set to exclude records containing a concept. (Be careful with **NOT**, you may lose valuable information.)

Adolescents



Adults

**STEP 5**

**Search** the database. Note that different databases have different search techniques. Many of the databases already are set up with the Boolean operators. Use the database help screens to determine the correct method of entering terms and combining topics. You may have to revise your search strategy somewhat at this point, depending on the results of your search.

If you retrieve too many records, narrow your search:

- Add another concept using the **and** operator.
- Use fewer synonyms.
- Limit your search to subject headings instead of open text searching

If you retrieve too few records broaden your search:

- Add more synonyms to concepts using the **or** operator.
- Use fewer concepts. For example, try combining two concepts instead of three when using the **and** operator.

If you retrieve too many irrelevant records, use different search terms:

- If any of the records you have looked at are on topic, try using the subject headings/terms you find in those records.

**STEP 6**

**Print** or **e-mail** or **save** the results of your search. Many databases provide citation tools so you can send your results in APA format. If you are searching in a full text database such as *EBSCO Academic Search Premier* you may be able to print the full article at this step.

**STEP 7**

**Obtain** the text of the records you selected by clicking on the **Search for Article** link or checking the **Full Text Journal** list for periodicals available at Centennial if the article is not available in the database you searched.

**AT ANY STEP**

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