

# Basic search In 4 steps

## 1 Enter the search terms.

Create a simple search strategy combining terms in the Basic Search box

### Use Boolean and other operators

You can use:

- Boolean operators: OR, AND, NOT
- Special characters asterisk (\*) or quotes (" ")
- More advanced Operators such as NEAR and PRE

solar energy or wind

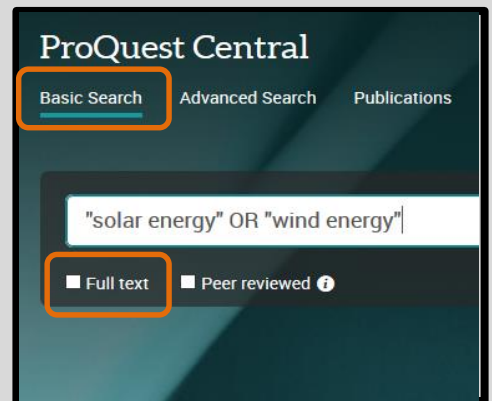
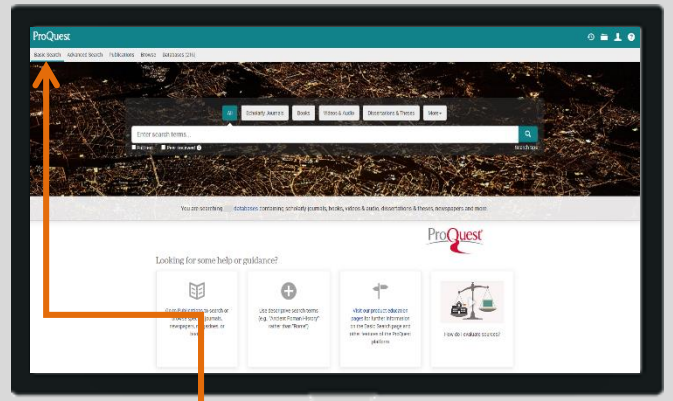
- solar and wind energy
- solar wind energy
- solar vs wind energy
- wind and solar energy
- wind solar energy
- energy or wind
- wind energy or wind power
- wind power or wind energy
- solar energy and wind power
- solar energy or solar power

Turn off auto-complete

Suggested terms  
as you write  
from search  
queries made by  
ProQuest users.

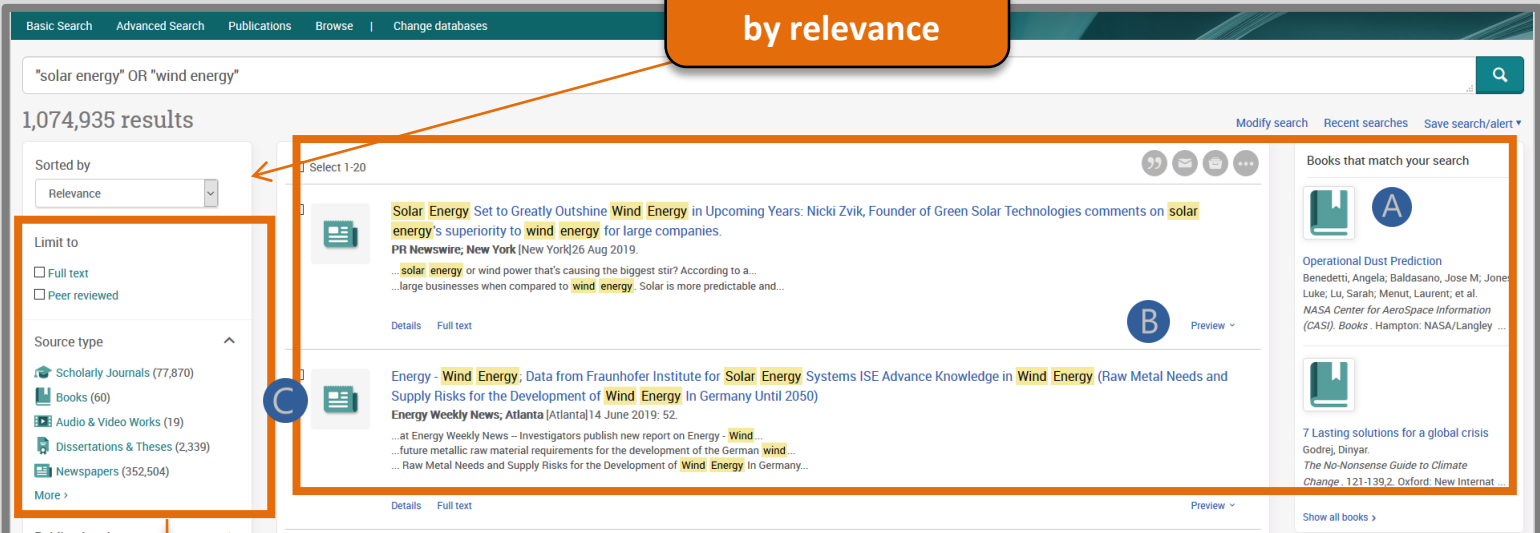
### Refine by Peer reviewed or Full Text\*

\* Available only for databases containing full text documents. Some databases are bibliographical (abstracts and indexing only).



## 2 Refine your search - Results page.

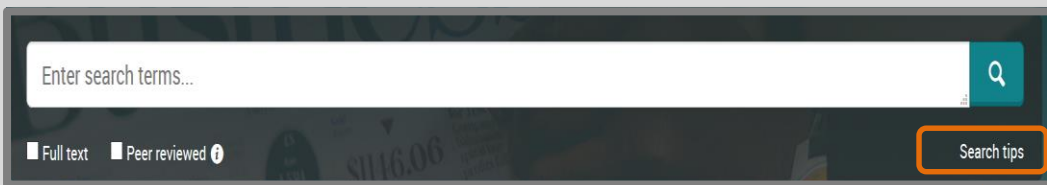
Results sorted  
by relevance



Multiple filters  
for refinement

These features enhance your search experience:

- A** Books matching the search on the right side of the screen
- B** Preview link available in each document
- C** Source Type Icon next to each document (check the corresponding icon in the Narrow Filters panel on the left)



Need Help to build you search?  
Access the [Search Tips](#) by the link below the green magnifying glass in the search box.

### 3 Refine the search -Use the narrow filters.

#### Full text

Available for databases with full text documents.

#### Source type

Along with **Scholarly Journals**, most databases include many other types of sources.

#### Publication date

Drag the bar or enter the date manually.

#### Tip!

Use the **Subject** filter to identify results that contain the term as the topic and not just as a word appearing anywhere in the document.



#### More option

Displayed at the end of each filter, use it to view additional items.

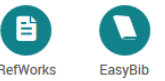
### 4 Work with results and documents.

#### All save options

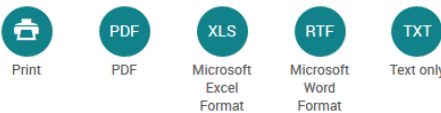
##### MOST POPULAR



##### CITATION EXPORT



##### OTHER OPTIONS



**A** You can select the documents (check the box next to each item) to:

- Quote: Generate references
- Send them via e-mail
- Print the list of results
- Save them in various formats, export them to Reference Managers and more

**B** The **Save Search/Alert** option allows you to:

- Create and alert**
- Save the search**

## Help and Support

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