

Search Guide for PsycINFO on EBSCO (EBSCOhost)

“How do I...?”

Selected System Features

Navigate system	Click button or tab for desired function	<p>FIELD-SPECIFIC INDEXES</p> <p>Several PsycINFO fields are individually indexed on EBSCO. Fields with their own indexes are marked with an asterisk in the Field Name column on page 2 of this search guide. To search these indexes, select the desired index by clicking the appropriate button at the top of the screen. Enter a word or name and click Browse to go to the section of the index you want. Use the check-boxes to select values, then click Search.</p> <p>LIMIT FIELDS</p> <p>Limit fields, marked with an L in the Field Name column on page 2 of this search guide, can fine-tune your subject sets by restricting to specific criteria, such as publication type or language. Values for some limit fields are listed on page 4 of this search guide. To use the limits in the Keyword, Advanced or Expert Search Mode, enter subject terms in the search box(es) and select the desired value from one or more of the drop-down or scroll-down limit lists. Limit fields may also be searched directly using the <i>field label value</i> syntax, e.g., ct empirical study. Advanced and Expert search modes provide additional limit fields.</p> <p>NATURAL LANGUAGE SEARCH</p> <p>This option allows you to search PsycINFO using phrases or sentences describing your question. The results are displayed in ranked order with the most relevant article presented first.</p> <p>ADVANCED SEARCH MODE</p> <p>The Advanced Search mode offers multiple text boxes, drop-down boxes to select the field in which you wish to search, and Boolean operators, along with Limit selection boxes.</p> <p>EXPERT SEARCH MODE</p> <p>Expert Search mode offers command searching and manipulation of previous sets in your search history and the ability to save search histories for later update.</p> <p>LATERAL SEARCHING</p> <p>Retrieved records contain hyperlinks for authors, institutional authors, author affiliation, and subjects. Clicking on these links automatically launches a new search for additional records containing that author, affiliation, or subject.</p> <p>DATABASE-SPECIFIC HELP</p> <p>Click the Choose Databases icon at the top of the screen and then the <u>more info</u> link for search tips and field-specific information.</p>
Select/change database	Click Choose Databases icon, check the box(es) next to the database(s), then click the Enter button	
Delete search statements	In Expert Search mode, click Clear Search History to purge all search statements.	
Search field-specific indexes	Click button for the index you want to search on the top navigation bar. Enter term and click Browse. Select terms from the list	
Use the Thesaurus	Click Thesaurus Search icon and enter word or phrase in For box. Select Alphabetical option to position the index to the term entered or select Relevancy Ranked option to see a permuted index of descriptors containing your word or phrase. Click Browse, select one or more descriptors, then click Search	
Link Chapters and Books	Click on the chapter accession number link in the Table of Contents display to see the chapter record	
Truncate (unlimited right)	Append * to word: cognit*	
Wild Card (one-character)	Place ? where different character could occur within a word: wom?n. Replace each unknown character with a ?	
Search classification categories for broad content areas	<p>To view the list of codes:</p> <p>Click <u>more info</u> on the database selection screen, select Definition of Fields, and scroll to the classification code list</p> <p>To search two-, three- or four-digit codes directly:</p> <p>cc 22*; cc 222*; cc 2224</p>	

Combine Concepts and Terms:

Include synonyms

Combine concepts

Exclude concepts

Word Proximity (in any order)

Word Proximity (in exact order)

Use OR to retrieve any or all concepts: *leadership qualities or leadership style*

Use AND to retrieve records with all terms: *sex role attitudes and working women*

Use NOT to exclude concepts or words: *teachers not preschool*

Use Nn where n= number of words between terms: *information? N3 decision?*

Use Wn where n= number of words between terms: *management W2 personnel*

COMMAND LINE REFERENCE

Field Name	Label	Search Examples
Accession Number	AN	AN 1997-38405-001
Document Type^L	PT	PT journal article
Title Translated Title (non-English records only)	TI	TI job obsolescence
Series Title	--	[display only field – search in TI field]
Author(s)*	AU	AU vye, nancy*
Institutional Author(s)*	IA	IA vanderbilt
Affiliation	AA	AA vanderbilt
Source	SO	SO cogni*
Journal Name*	JN	JN cognition & instruction
Journal Volume	VI	VI 15
Special Issue	--	
Issue Part	IP	IP 4
Starting Page (Pagination)	ST	ST 435
Publisher	PB	PB jossey bass
Parent Book Information	--	
Document Link URL	--	[display only field]
ISSN	IS	IS 07370008
ISBN	IB	IB 0-7879-0125-3
Dissertation Order Number	DN	DN aam9835792
Digital Object Identifier	DO	DO 10.1037//1093-4510.3.1.20
Language^L	LA	LA english
Abstract	AB	AB solution space analysis
Key Phrase	KP	KP job retraining
Subjects (Descriptors)*	SU	SU program development
	DE	DE age differences
Major Concepts	MC	MC career change
Classification	CC	CC 28* CC 3620
Population^L	PO	PO human
Age Group^L	AG	AG school age; AG thirties
Population Location	PL	PL usa; PL france
Form/Content Type^{*L}	CT	CT empirical study
Special Feature^L	SC	SC references; SC assessment instrument
Intended Audience^L	AI	AI psychology*
Notes	--	[display-only field]
Conference Conference Note	CN	CN american psychological
Table of Contents	TC	TC job creation
Publication Year^L	YR	YR 1997
Release Date	EM	EM 19980401
Correction Date	CD	CD 2000

*= field specific index; L= limit field;

SAMPLE RECORDS

Journal Article Record	Book Record	Book Chapter Record
<p>Accession Number: 1997-38405-001</p> <p>Document Type: Print (Paper); Journal Article</p> <p>Title: Complex mathematical problem solving by individuals and dyads.</p> <p>Author(s): Vye, Nancy J.; Goldman, Susan R.; Voss, James F.; Hmelo, Cindy; Williams, Susan</p> <p>Institutional Author(s): Vanderbilt U, Cognition & Technology Group, Nashville, TN, USA</p> <p>Affiliation: Vanderbilt U, Learning Technology Ctr, Nashville, TN, USA</p> <p>Source: Cognition & Instruction. Vol 15(4), (1997). (pp. 435-484). US: Lawrence Erlbaum Assoc http://www.erlbaum.com</p> <p>ISSN/ISBN: 0737-0008</p> <p>Language: English</p> <p>Abstract: Reports the results of using a technique developed for analyzing complex problem solving: solution space analysis. The challenge is to construct a business plan for a booth at a school fun-fair fund-raiser. <i>[abstract continues]</i></p> <p>Key Phrase: complex mathematical problem solving, individual 6th graders vs college students vs dyads of 5th graders</p> <p>Subjects: *Age Differences; *Dyads; *Group Problem Solving; *Mathematics; *Problem Solving;</p> <p>Classification: 2820 Cognitive & Perceptual Development</p> <p>Population: Human</p> <p>Age Group: Childhood (birth-12 yrs); School Age (6-12 yrs); Adulthood (18 yrs & older)</p> <p>Population Location: USA</p> <p>Form/Content Type: Empirical Study</p> <p>Special Feature: References</p> <p>Release Date: 19980401</p>	<p>Accession Number: 1995-98331-000</p> <p>Document Type: Print (Paper); Edited Book</p> <p>Title: Employees, careers, and job creation: Developing growth-oriented human resource strategies and programs.</p> <p>Series Title: The Jossey-Bass management series and The Jossey-Bass social and behavioral science series.</p> <p>Author(s): London, Manuel (Ed)</p> <p>Affiliation: State U New York, Harriman School for Management & Policy, Ctr for Human Resource Studies, Stony Brook, NY, USA</p> <p>Source: (1995). San Francisco, CA, USA: Jossey-Bass Inc, Publishers. xxvi, 316 pp.</p> <p>ISSN/ISBN: 0-7879-0125-3 (hardcover)</p> <p>Language: English</p> <p>Abstract: (from the jacket) Manuel London brings together a group of research and practice experts to show how such leading companies as AT&T have responded to demands for change with programs that enhance career opportunities for individuals and stimulate organizational growth. <i>[abstract continues]</i></p> <p>Key Phrase: organization & community human resource development & training programs, employees</p> <p>Subjects: *Career Development; *Occupational Guidance; *Personnel Training; Business Organizations; Community Services; Personnel; Program Development</p> <p>Classification: 3620 Personnel Management & Selection & Training</p> <p>Population: Human</p> <p>Special Feature: References</p> <p>Intended Audience: Psychology: Professional & Research</p> <p>Table of Contents: Foreword [by] Manuel London Preface The authorsEmployee development and job creation: Trends, problems, opportunities See AN 1995-98331-001Author(s): Jennifer Jarratt and Joseph F. Coates <i>[table of contents continues]</i></p> <p>Release Date: 19970101</p>	<p>Accession Number: 1995-98331-005</p> <p>Document Type: Print (Paper); Chapter</p> <p>Title: Salvaging displaced employees: Job obsolescence, retraining, and redeployment.</p> <p>Author(s): Kaufman, Harold G.</p> <p>Affiliation: Polytechnic U, Brooklyn, NY, USA</p> <p>Source: London, Manuel (Ed), et al (1995). Employees, careers, and job creation: Developing growth-oriented human resource strategies and programs. The Jossey-Bass management series and The Jossey-Bass social and behavioral science series. (pp. 105-120). San Francisco, CA, USA: Jossey-Bass Inc, Publishers. xxvi, 316 pp.</p> <p>ISSN/ISBN: 0-7879-0125-3 (hardcover)</p> <p>Language: English</p> <p>Abstract: (from the book) [examines] organizational approaches to recycling existing employees / considers technical professionals' willingness to be retrained, government support for retraining, and industry retraining programs <i>[abstract continues]</i></p> <p>Key Phrase: job obsolescence & development of organizational programs for job retraining & redeployment, technical professional workers</p> <p>Subjects: *Career Change; *Personnel Training; *Program Development; Business Organizations; Occupational Guidance; Technical Personnel</p> <p>Classification: 3620 Personnel Management & Selection & Training</p> <p>Population: Human</p> <p>Form/Content Type: Reprint</p> <p>Special Feature: References</p> <p>Intended Audience: Psychology: Professional & Research</p> <p>Notes: Reprinted in modified form from "Journal of Continuing Higher Education," Spr 1994. This chapter was adapted from the 1st Lydia S. and Samuel S. Dubin Endowed Lecture presented at Pennsylvania State U, Jun 2, 1993.</p> <p>Release Date: 19970101</p>

VALUES FOR SELECTED LIMIT FIELDS

DOCUMENT TYPE (PT) Book Authored Book Edited Book Chapter Journal Article Secondary Publication Dissertation Abstract Report	POPULATION GROUP (PO) Human Animal Female Male Inpatient Outpatient	
FORM/CONTENT TYPE (CT) Autobiography Personal Account Bibliography Biography Case Law Comment Comment Appended Conference Proceedings/Symposia Editorial Empirical Study Case Study Clinical Case Report Experimental Replication Followup Study Longitudinal Study Prospective Study Retrospective Study Treatment Outcome Study Clinical Trial Errata/Retractions Fiction/Creative Work Interview Letter Literature Review/Research Review Meta Analysis Obituary Oral History Panel Discussion Professional Policies/Standards Program Evaluation Reprint Translation Classroom Material Textbook Introductory Textbook Undergraduate Textbook Graduate Textbook Study/Curriculum/Resource Guide Workbook Collected Works Handbook/Manual/Guide Self-Help Guide Reference Material Dictionary/Glossary Directory Encyclopedia Taxonomy Thesaurus Selected Readings	AGE GROUP (AG) Childhood (birth-12 yrs) Neonatal (birth-1 mo) Infancy (2-23 mo) Preschool Age (2-5 yrs) School Age (6-12 yrs) Adolescence (13-17 yrs)	Adulthood (18 yrs & older) Young Adulthood (18-29 yrs) Thirties (30-39 yrs) Middle Age (40-64 yrs) Aged (65 yrs & older) Very Old (85 yrs & older)
Additional Limit fields are Language and Publication Year	SPECIAL FEATURE (SC) Index Non English Abstracts Peer Reviewed References Assessment Instrument Auxiliary Materials Audiocassette Computer Software Instructors Manual Manual Study Guide Test Bank Transparencies Videocassette Workbook	INTENDED AUDIENCE (AI) General Public Juvenile Psychology: Professional & Research

THE TWELVE STEPS OF ELECTRONIC SEARCHING

<ol style="list-style-type: none"> 1. State your research topic as a single question (e.g., "Does physical fitness improve sleep?"). 2. Identify the separate concepts that make up the question. 3. Use the electronic Thesaurus to find descriptors that represent the first concept. 4. If you do not find relevant descriptors, search free-text words and phrases instead. 5. Use OR to combine all descriptors or free-text terms that represent the concept. 	<ol style="list-style-type: none"> 6. Repeat steps 3 through 5 for each remaining concept in your search question. 7. Use AND to combine the ORed sets that represent the main concepts. 8. Review some of the retrieved records to assess their relevance. 9. If necessary, revise your search strategy and repeat the search. 10. Limit by language, publication year, form/content type, document type, etc., as desired. 11. Mark the most relevant records in your search. 12. Print or download your marked records.
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For additional help in searching a particular topic on PsycINFO, please contact:

PsycINFO

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