

## **What does it mean if I use:**

### Boolean/Phrase

Using this search method means the search engine looks for the words or phrases included in the search boxes, using the “and,” “or,” and “not” functions that have been chosen. The “and” function looks for all of the words in conjunction with one another. For example, if you look for “Moses” and “Aaron” the results that only include both Moses and Aaron in the record data. Using “or” would include results that may include only one of them, which would mean more records. Using “not” would yield results that include articles about Moses that do not mention Aaron.

### Find All My Search Terms

Using this search method means the search engine looks for the words or phrases included in the search boxes in conjunction with one another, similar to the “Moses AND Aaron” example above.

### Find Any of My Search Terms

Using this search method means the search engine looks for the words and phrases included in the search boxes and finds results that include any of the search terms. This is similar to the “Moses OR Aaron” example above.

### SmartText Searching

Please see the “Hint” Link included in the software for explanation.

### Full Text:

Making this selection will return results that contain the full contents of the articles and not references that have citation information only.

### Abstract:

This selection will return results that include a summary, generally 50-150 words in length, of the contents of the article. These summaries can be helpful to determine if the article will be helpful in your research without needing to read the entire article.

### Scholarly (Peer Reviewed) Journals:

This selection will return results from only the periodicals where the articles have been subjected to peer review. This means the articles have been read, edited and critiqued by others in the field and have scholarly merit. Whenever possible it is best to use scholarly/peer reviewed journals.

### Journal Title:

By entering a Journal title in this box you may search a specific Journal for your subject.

### Year Published from and to:

By entering years into these boxes you will get results that were published within the specified dates. This is an ideal way to get the most current information on a topic but is also a good way to get information about a topic when the information was current. For example limiting your dates from 1906 to 1913 while searching Azusa Street would yield results of articles published at the time the revival was happening.

Publication Type:

Selecting one of these publication types will return result of only that type of publication. “Article” will only return articles, “review” would return book reviews about a specific book title you may be searching, etc.

Language:

Selecting one of these languages will return results in only the language specified.

Exclude In-Process Records:

Selecting this box will eliminate any returned results that are still in the process of being entered into the database and may not yet be fully functional.

Publications:

Clicking on this link, located at the top of the page, allows access to a list of all of the journal titles included in the database in an alphabetical list.

Scripture:

Clicking on this link, located at the top of the page, enables access to a list of the Biblical books in canonical order that allows you to expand each book into chapters and choose a specific reference to find articles about it.

Indexes:

Clicking on this link, located at the top of the page, this enables you to browse any of all of the indexes or any of the 22 indexes individually which helps ensure the returned results will come from the correct search term.

Sign-In:

It is possible to create an account this allows you to:

- Save preferences
- Organize your research with folders
- Share your folders with others
- View others' folders
- Save and retrieve your search history
- Create email alerts and/or RSS feeds
- Gain access to your saved research remotely