

# Arctic and Antarctic Regions Database (AAR)

## Accessing the AAR database on *BiblioLine*<sup>™</sup>

Access AAR from the Library's Homepage: <http://www.utas.edu.au/library>. From here select from the Databases list or the Antarctic and Southern Oceans Subject Guide.

The AAR Search interface offers three options for searching: Quick, Advanced and Expert.

See the Help to view Tutorials to develop your understanding of the database functions.

Choose your preferred Search mode. The default search mode is "Quick Search".

Select search options from the drop-down menu. Choices include Boolean and search engine type searches.

## Searching for references using the "Advanced Search" option

Type the search statement in the top window. This will search across all fields of the records.

Other fields allow you to narrow your search by searching in specific fields or searching for authors etc.

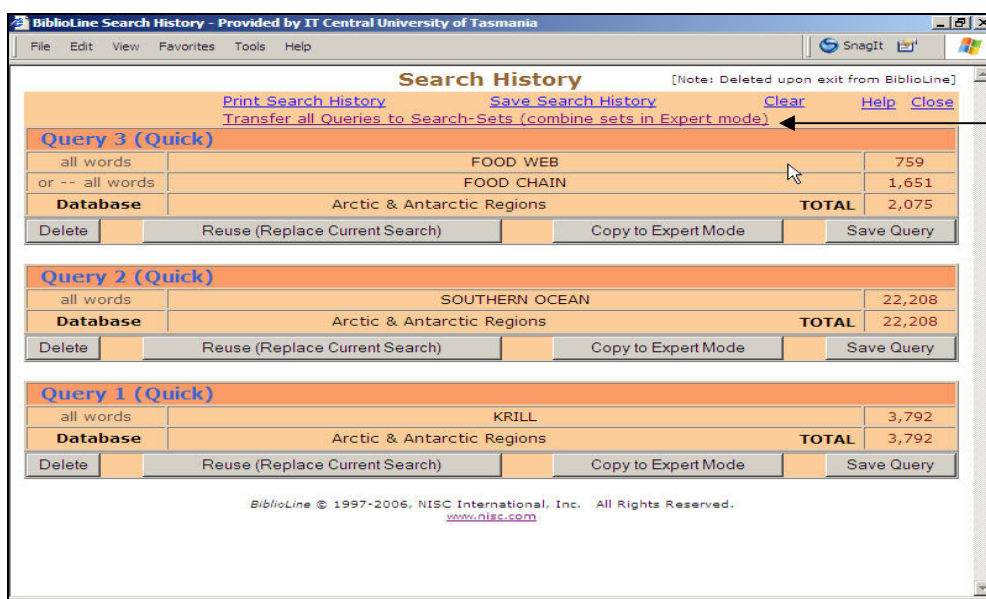
## Email, Export, Save or Print records

Note: Records must be marked and saved, printed or e-mailed before you run another search

- Mark the records that you want to E-mail/Export/Save/Print by clicking in the box to the left of the record
- Select an output format from the “ Output Format options” drop-down menu
- Click on appropriate E-mail/Export/Save/Print button

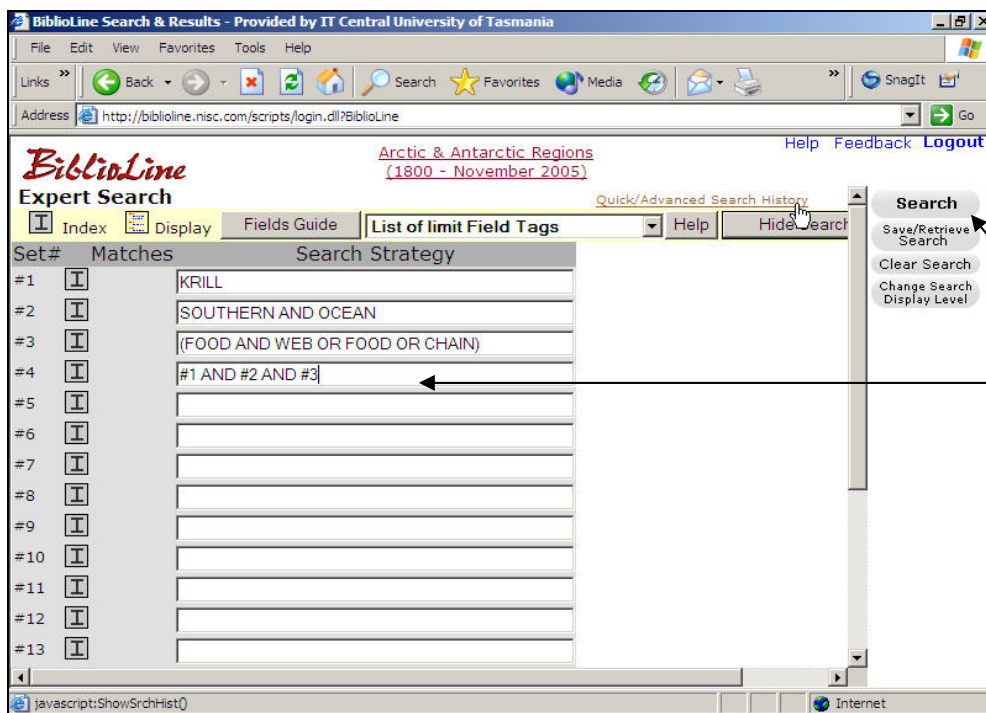
## Combining search results

- Click on the “Search History” link at the top of the Search screen
- In the new window that appears, click on “Transfer all Queries to Search-Sets (combine sets in Expert mode)”:
- A warning that the current search will be lost appears
- Click on OK



Click on “Transfer all Queries to Search-Sets (combine sets in Expert mode)”

- Your search history will appear in the Expert Search screen
- Expert mode will enable you to combine the results of searches in the search history



Type the numbers of the search results that you want to combine and click on Search.

## Exporting to EndNote (Using Internet Explorer)

- Mark the records that you want Export by clicking in the box to the left of the record
- Select an output format from the “ Output Format options” drop-down menu
- Click on Export button
- From the “RECORD EXPORT INSTRUCTIONS” page, click on EndNote
- EndNote will engage
- You will be prompted to select the EndNote library that you want to Export to
- Open the library and the records will be loaded

## Problems with exporting records from AAR:

AAR is made up of bibliographic records contributed by several organisations. The structures of the contributed records vary and EndNote is unable to cope with the diverse formats. Check your references carefully in EndNote and edit as necessary.

## Search strategies

Effective search strategies are essential for finding relevant references on your topic. The search operators below will help in combining terms that reflect your topic. For further search strategies use the Help guides.

### Boolean Operators:

|            |  |
|------------|--|
| <b>AND</b> | <b>Narrow</b> search and retrieve records containing all of the words it separates.<br>eg. climate <b>and</b> sea levels             |
| <b>OR</b>  | <b>Broaden</b> search and retrieve records containing any of the words it separates, such as synonyms. eg. climate <b>or</b> weather |
| <b>NOT</b> | Narrow search and retrieve results that do not contain the term following it.<br>eg. environment <b>not</b> pollution                |

### Proximity Searching – limit the number of words between your search terms:

|              |  |
|--------------|--|
| <b>adjX</b>  | eg. change <b>adj3</b> weather – search terms found within 3 words of each other in the same order ie. <i>change</i> first |
| <b>nearX</b> | eg. environment <b>near3</b> pollution – search terms found within 3 words of each other, in any order                     |

\*Note: A number substituted for the X indicates the range of words between search terms.

### Truncation Wildcards – search for word variants thereby broadening your search:

|          |  |
|----------|--|
| <b>*</b> | multi-character truncation symbol<br>eg. enviro* = environment, environmentally, environmental |
| <b>?</b> | Single character truncation symbol<br>eg. wind? = wind, winds, windy                           |

## Use Help!

Biblioline provides very useful Help screens that relate to the screen or function that you are currently using.

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