

Informit databases

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Databases that can be accessed from the Informit interface include:

- A⁺ Education
- AGIS Plus Text
- APA-FT - Australian Public Affairs – Full Text
- Informit e-Library
- Family & Society Plus
- Meditext

There are over 80 other databases with Australian content. They can be accessed by clicking on the “Databases” link at the top right of any search or results page and are listed by product, subject or alphabetically.

Accessing Informit databases

From the Library’s Homepage at <http://www.utas.edu.au/library>

- Click on **Databases** in the left-hand menu.
- Click on the alphabetical list for the **first letter** of the database you require.
- Opens the **Guided Search** page. (The recommended search method)

Enter search:	To find:	Enter search:	To find:
trade	- the word "trade" anywhere in a record	smj="E-commerce",	- enclose terms containing hyphens in quotation marks to prevent the hyphen acting as a range operator
trade pact	- the word "trade" immediately preceding "pact"	is="1032-6634"	- both words "tax" and "law" in a record
su=(science and tertiary education)	- the controlled terms "Science" and "Tertiary education" in the subject field	tax and law	- either or both words "tax" or "law" in a record
trad*	- trade, trader, trading, tradesman, trade-related	tax not law	- records with the word "tax", not both "tax" and "law"
dra*st	- "draft" or "draught"	computer near software	- the word "computer" in the same sentence as the word "software"
aft	- the words "aft", "anft", "apt", "arf"	ab=fitness with health	- the word "fitness" in the same paragraph as the word "health" in the abstract field
ti="war and peace"	- the exact phrase "war and peace" in the title field	su=mathematical models	- the controlled term "Mathematical models" in the subject field
tax % law	- the words "tax" and "law" immediately adjacent in any order	py=2003-2005, py>=2003	- records with a publication year of 2003, 2004 or 2005; records with a publication year of 2003 and later
tax ! law	- the words "tax" and "law" immediately adjacent in this order	#1 or #2, #1 and #2	- records resulting from combining search sets
tax %20 law	- the word "law" within 20 words of "tax" in any order	@ colorful	- "fuzzy" variations of the word "colorful"
ti=tax i20 law	- the word "law" within 20 words of "tax" in this order in the title field		

Conducting a search

In the **first row** of the **Guided Search** page

- In the **left box** enter your first search term or phrase. e.g. university
- In the **right box** select the area of the records you wish to be searched. e.g. author, title, or subject - **any field** is the default.

In the **second row**

- In the **left box** enter your second search term or phrase. e.g. tertiary

The **OR** between the first and second lines means that **either** university or tertiary must appear in the record.

In the **third row**

- In the **left box** enter your third search term or phrase. e.g. policy

The **AND** between the second and third lines means that **both** (university or tertiary) and policy must appear in the record.

Limits

- You can limit to **Full Text Records Only**, where available.
- You can select a **Publication Year(s)** to be searched or use the default, the widest date range.

Click on the **Search** button

Truncation and Wildcards

Truncation – Use an asterisk (*) after a root word to find all the alternative endings for this word. (e.g. behav* would find behaviour, behavior, behavioural, etc.)

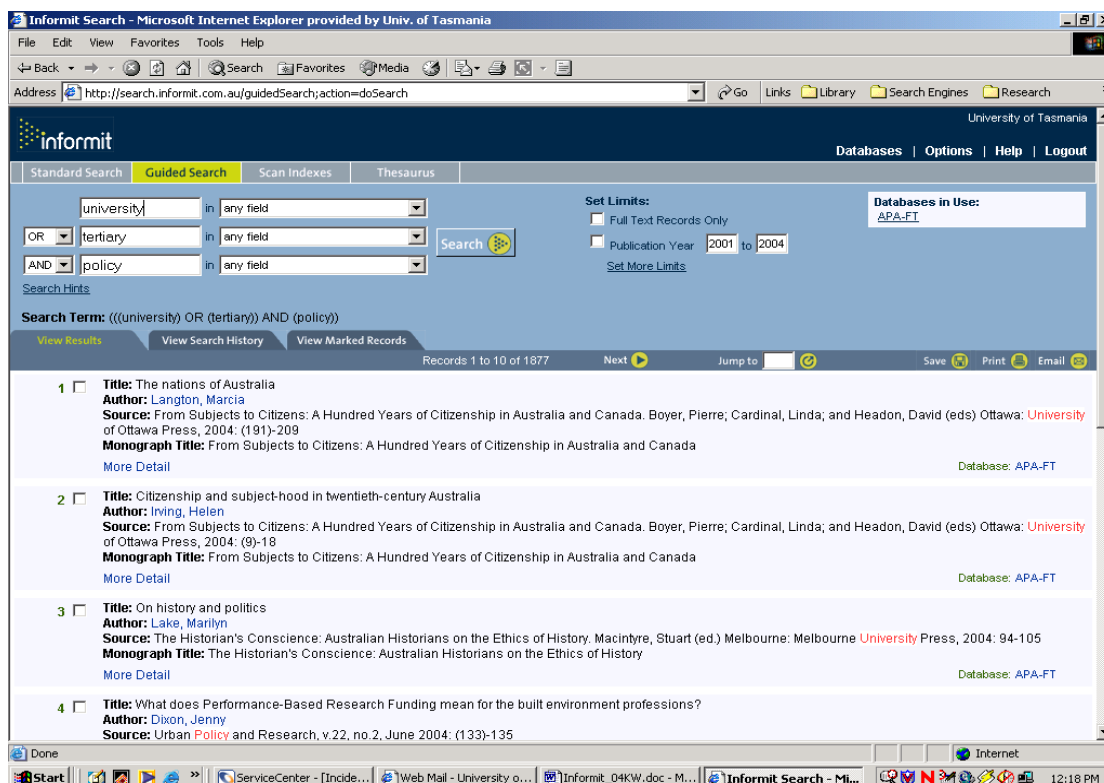
Wildcards – Use a question mark (?) to replace a character anywhere within a word. (e.g. wom?n will find woman and women.)

NB. The **Informit Search Quick Tips**, which appear on the first search page, suggest further searching strategies.

Search Results

A list of **search results** is displayed.

- Click on the **More Detail** link to open the full record of an article.
- Some records may have a link to the **Full Text PDF** version of the article.



Combining searches

- Click on **View Search History** tab above the records list
- To combine searches click in the box by the **Search Set** number
- Select an action from the list on the right side of the page.

Saving, printing and emailing records

Mark the records that you want to save/print/email by clicking in the box by the record number.

- Click on the **View Marked Records** tab above the records list
- Click on the **Save, Print or Email** buttons at the top right of the list.

To **Save** or **Print** your records:

- Select **which records** are to be saved from a number range.
- Select the **field label style** from Short Labels, Long Labels or No Labels.
- Select the **Record format** from either Brief, Brief and Abstract, Citation and Abstract or Complete Record.
- Select the **Document format** from html, Text, RTF, or MS Word.

To **Email** – Fill in your email address.

For more help see the Informit online Help or ask a librarian.