Academic Search Premier
An EBSCO database containing both scholarly and popular articles.
- More than 13,780 abstracted and indexed journals
- Over 4,770 full text journals
- Nearly 12,230 peer-reviewed, abstracted and indexed journals
- More than 4,000 peer-reviewed, full text journals

When you open the database you will be taken to the basic search screen.

After entering your search string, determine what type of search mode you want to use. If you have entered a Boolean string, you’ll want to make sure you select “Boolean/Phrase,” so you don’t receive extraneous results. In the bottom portion of the screen you can choose to further limit your search to full text articles only, peer reviewed publication and by publication type and date. You can also choose to search for documents with images by checking the appropriate box(es) in the Image Quick View Type search.

Advanced Searching
Academic Search Premier (ASP) also offers an “Advanced Search” option where you can combine terms using Boolean operators and limit your search to specific fields. If you are not comfortable creating search strings, using the advanced search interface is a useful alternative. You are also able to limit your search to scholarly publications and by publication type and date as well as other limiting parameters.
Search Tips

Phrase searching (“xxxx”) is utilized by ASP. However, if the phrase contains a “stopword,” most often an article or preposition, the results will contain variations on the stopword (e.g. if you were looking for the movie “In America” you might get results that include “On America,” “About America,” etc.).

The system will search for plurals and possessives of any singular term entered.

Wildcards are available from ASP. They include:

- The asterisk (*) represents any number of characters including no characters at all at the end of a word. This is often referred to as truncation. There must be at least three letters preceding the asterisk.
  ex. environment* matches:
    environment
    environments
    environmental

  You can also use the * to replace an entire word between two words.
  ex. romeo * juliet matches:
    romeo and juliet

- The question mark (?) represents any single character.
  ex. wom?n matches:
    woman
    women
You can use Boolean operators to limit your search.

- **AND**: all terms in the search appear in the results
- **OR**: at least one term in the search appears in the results
- **NOT**: excludes terms from the search
- **()**: groups words and phrases to show a relationship and the order in which you would like the search to be performed
- **W#** (with): searches for terms in the order listed in an article with no more than the number searched between them
- **N#** (near): searches for terms in any order listed in an article with no more than the number searched between them

**Subject Terms**

ASP provides a subject terms list for you to search to ensure you search using the proper terms. Articles are classified according to the terms used in this list. If you are not finding the results you think you should be getting, search the list for the word you should be using.

For instance, I am interested in learning more about assisted living facilities, but I'm not getting the results I expect. If I enter “assisted living” into the search field, and click the “Browse” button, I learn that the proper search term is “congregate housing.”
A subject list allows you to see the proper term to use as well as any broader or narrower terms that may be available by clicking on the word of interest.

You can also add the term to a search by clicking on the box next to the word, and clicking “add” near the top of the page. If you are interested in adding another term, use the subject term list to search for that term, and add it to the search. You’ll notice the search box at the top populates with the terms.

When you have added all that you want, click search at the top of the page.

**Search Results**

There is a great deal of information contained on the search results page. If you see “PDF Full Text” or “HTML Full Text” you know that document is available to you in full text. Simply click on the link to the article.
Even though an article may not be listed as “Full Text” in ASP, there may be another database the library subscribes to that may have it. To determine if there is another full text option or to request the item through ILL click the “Find It” button.

In the image above, the article is available in full text through Expanded Academic or InfoTrac. The pertinent bibliographic citation information is filled in for you, so all you need to do is click “GO.” You are then taken to a PDF of the article, which you can choose to print or save. If the document had not been available in full text through another database, you would have to request it through ILL. (See ILL instructions for how to do that.)
Exporting Multiple Records to EndNote

First, make sure you have your EndNote library open. To export records as a group, you need to have placed items in your folder by clicking on the “Add to folder” link under each article. Once you’ve added something to your folder, you’ll see it on the right side of the screen.

When you have finished marking everything you would like to export, click on the “Folder View” link under the “Folder has items” heading. You will be taken to a list of all the items in your folder.

Mark the records you want to export, or if you want all of them, click on the check box at the very top of the list labeled “Select/deselect all.” Then, click on the icon with a piece of paper and green arrow. You will be taken to a window where you will choose which bibliographic

* EndNote filter information provided by St. Olaf College (http://www.stolaf.edu/library/instruction/endnote/PCInstructions.html)
citation software you are using. Select the radio button next to “Direct Export to EndNote...” If you want your folder to be emptied after the download, check the box “Remove these items...”

A dialog box will appear asking you what you would like to do with the file. Choose to open it.

The records will be downloaded into your EndNote library. You will see the “Imported Reference” group has records in it. Each time you import records, the previously downloaded records will be overwritten in this group, but they live in the “All References” group, so you are not losing any information. You can also confirm the proper number of records was downloaded.

**Exporting a Single Record to EndNote**

When exporting a single record to EndNote, click on the title link, which will take you to the full record. Click on the icon with a piece of paper and green arrow, and follow the instructions listed above for importing multiple records.