

Guide to Advanced Searching on EBSCO Discovery

When doing coursework at INTO Manchester, you should make sure to use quality sources rather than just using **Wikipedia** or the first thing that shows up on **Google**.

This guide will help you to find these quality sources through **EBSCO Discovery**, a powerful tool for academic research.

This is a guide to ***advanced searching***. It is ideal for International Year One and Pre-Masters students. If you are interested in reviewing more basic searching methods, we have a second guide on ***simple searching***.

What is EBSCO Discovery?

EBSCO Discovery is a quick and easy way to search thousands of *academic and business journals, eBooks, national newspapers* and the *INTO Manchester Library Catalogue*.

EBSCO Discovery is great for a wide range of research on topics including politics, economics, marketing, management and the sciences.

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INTO 

MANCHESTER

Accessing EBSCO Discovery

- 1) Go direct to <http://intolearningcentre.co.uk> or from Brightspace access **Online Library** followed by **e-Library**.
- 2) On the Learning Centre website, go to **Online and Electronic Resources** from the menu (highlighted in green).



- 3) From here click on either the **OpenAthens** logo, or *Access OpenAthens here*.

Online and Electronic Resources

Welcome to the Online Resources page for the INTO Manchester Learning Centre. Here you will find useful online academic databases, and resources.



[Access OpenAthens here](#)

- 4) Enter your login details when prompted. If you're not sure of your username and password check with the Learning Centre staff, or check your student email.
- 5) Once logged in, you should see the below page. From here you can search for resources and use the various databases INTO Manchester has access to.



How to Search Effectively

Advanced Searching

Instead of typing in the search box which appears when you log in, you should select “**advanced search**” (highlighted in green).

Searching: **The Library's Print + eResources**

Keyword

[Search Options](#) ▶ [Basic Search](#) [Advanced Search](#) [Search History](#)

You will then see the below screen appear.

INTO **MANCHESTER** Searching: **The Library's Print + eResources**

AND

AND

[Basic Search](#) [Advanced Search](#) [Search History](#)

Choose Your Search Term Carefully

You **must** give careful thought to your search terms. If your term is too general (vague) you may get too many results to deal with.

Some basic tips to start with:

- **Don't** just type in your assignment/essay title
- **Don't** type in broad terms like *physics, biology, chemistry, global studies, economics, business* (unless searching for eBooks)

These may give you millions of results!

However, you **must avoid** using too many terms. Too many terms may result in too few results.

Aim for 2 or 3 key search terms. Enter these in separate boxes.

E.g. if your essay title is “*Discuss and analyse the main causes of*

Searching: **The Library's Print + eResources**

AND

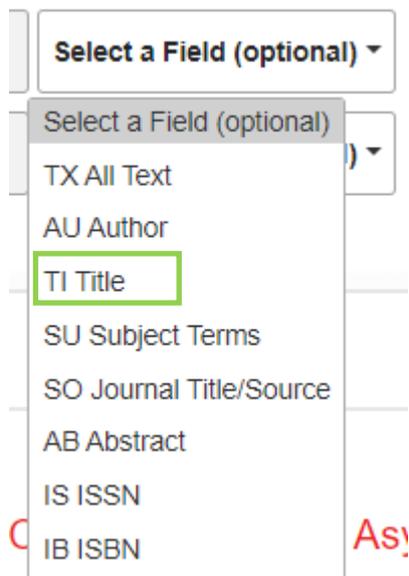
AND

[Basic Search](#) [Advanced Search](#) [Search History](#) ▶

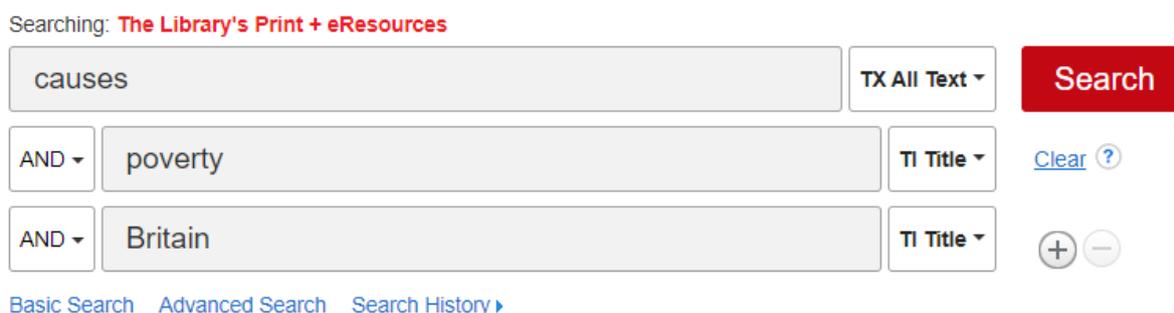
If you need to reduce these results further, you can do so by limiting your search to topics found in the **title field**.

This means that, rather than **poverty** and **Britain** appearing anywhere in the text of an article the words are in the *article title only*. This is often the **best way** to find specific articles.

Go to the **Select a Field** box and select **TI Title** (highlighted in green) to do this.



In this example, we also changed “**causes**” to **TX All Text** so that this can appear anywhere in the text.



Controlling Your Results

You can limit the results you find after searching by using the **Refine Results** menu on the left-hand side. You can use **Limit To** in order to make sure you find the type of material you need for your assignment.

Limit To ▾

Available via our Library

Peer Reviewed

Ebooks Only

From: Publication Date To:

▬

- 1) Select “**peer reviewed**”. This ensures all of your results have been judged by experts as high-quality.
- 2) Limit the date range you are looking at to ensure you find the most up-to-date information. Change the date using the handles on the “**publication date**” bar or by typing years in the from and to boxes.
- 3) Select the type of content that you want to view. For example, you may only want to see eBooks. To do this, simply select “**Ebooks Only**”.

You can further limit your results by going to **Source Types**. For in-depth research articles, you can limit to just “**Academic Journals**” (highlighted in green).

Source Types ▾

All Results

Academic Journals (105)

Books (102)

Magazines (15)

News (2)

Trade Publications (2)

[Show More](#)

Accessing Your Results

Once you have your list of results, you can click on the title to open it. This opens a screen where you can read the **abstract**, a short summary of the article.

By reading the abstract first, you can get an idea whether it is worth your time to read the full article.

Once you have found the source you want to read, you can click on **Full Text** to read the article or eBook online. Some will say **PDF Full Text**, others **EPUB Full Text**.

3 BETWEEN LEGAL NORMS AND GEOPOLITICAL IMPLICATIONS: ADMISSION OF KOSOVO TO THE UNITED NATIONS?



By: BALIQI, Bekim. *Balkan Social Science Review*. Jun2021, Vol. 17, p205-220. 16p. DOI: 10.46763/bsrr21170205b. , Database: Academic Search Premier

One of the basic attributes of statehood apart from the territory, population, and government is international recognition, which defines the capacity of states to enter into relations with other...

Academic
Journal

Subjects: GEOPOLITICS; INTERNATIONAL law; INTERNATIONAL relations; COUNTRIES; LEGITIMACY of governments; SIMILARITY (Psychology); RESEMBLANCE (Philosophy); RECOGNITION (Psychology); KOSOVO (Republic); **UNITED Nations**; Foreign affairs; International Affairs; International and other extra-territorial public administration

 [PDF Full Text](#) (1.2MB)

From the Full Text you will be able to **read, print or save** some or all of the source.

 Add to folder

 Save Pages

 E-mail Pages

 Print Pages

 **Cite**

 Dictionary

You may also find **Cite** helpful (highlighted in green, above). This will put the sources details in the right format for your reading list.

If the article does not have PDF or EPUB Full Text Link, it may instead have **Full Text Finder**. This means that you **do not** have automatic access to the full article for free. You will be taken to the publisher home page to see if is available.

If the record says **view in DOAJ** this article is available via the **Directory of Open Access Journals**. This is a free peer-reviewed database.

Other Search Options

Publication Search

EBSCO Discovery also enables you to search within a particular journal. This can be helpful for finding quality resources from **journals** like *New Scientist*, or from **company reports**.

To do this, from the toolbar menu on EBSCO Discovery just select **Publication Search** (highlighted in green).



In the search bar that appears, you can then search for the journal or company you are looking for.

Searching: Library Publications

For company profiles, add the term **Company Profiles** before the business you are interested in. This will lead you to independent company profiles and SWOT analyses provided by business experts like Marketline.

Searching: Library Publications

- Company Profiles: Big 5 Sporting Goods Corporation
- Company Profiles: Apple Inc.
- Company Profiles: ASTM S.p.A.
- Company Profiles: Cambridge University Press

**If you are ever struggling to find
what you need just ask the
Learning Centre staff.**

They are happy to help!

You can find **Help Videos** and **further guides** on how
to use our databases on our website or via *Learning
Centre Research Skills* on **Brightspace**.

Any other questions? Just ask.

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