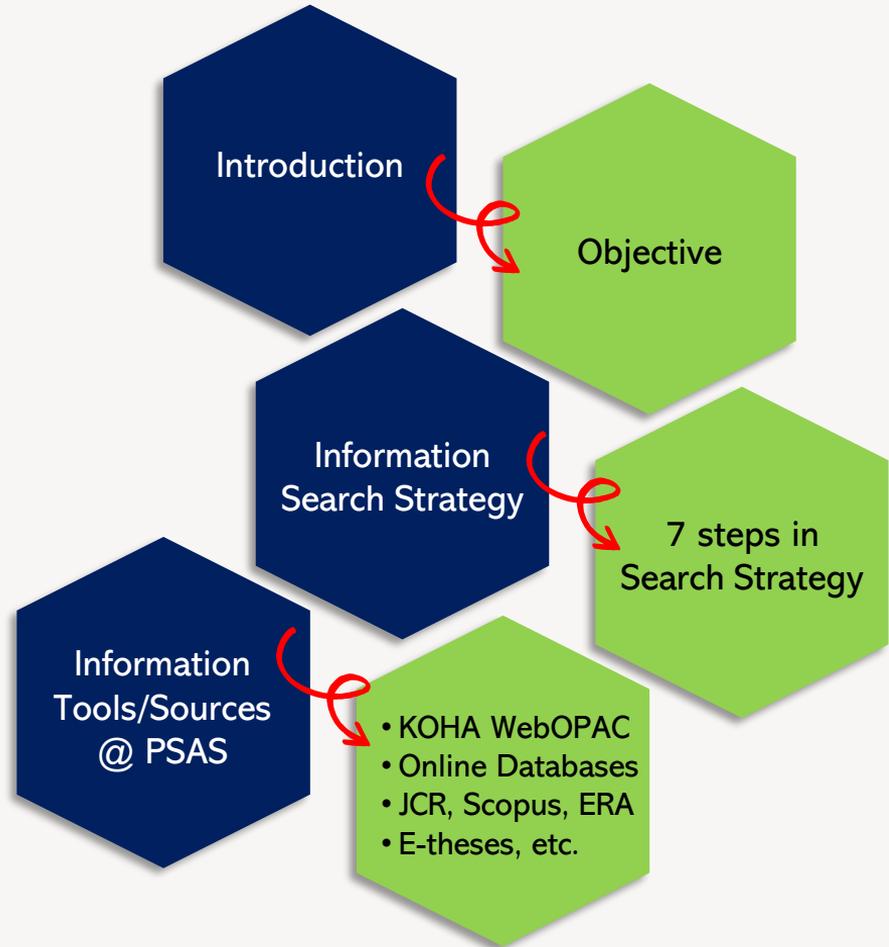




# INFORMATION SEARCH STRATEGY

PREPARED BY: REFERENCE DIVISION, PERPUSTAKAAN SULTAN ABDUL SAMAD

# Information Search Strategy Outline



# Objective

Student will be able to:



## Find relevant information

- Analyse your research topic.
- Identify terms to use in a database search for relevant articles.
- Develop an effective search to find useful references.



## Save time

- You plan your searching and avoid hours of trial and error surfing.
- You have identified relevant resources instead of relying only on internet search engines.



## Make good use of what the library has to offer

- You are aware of the range of resources that support your subject.
- You have knowledge of useful services e.g. Document Delivery Services.
- You know how to contact your librarian.



## Develop your skills

- Enhance IT skills through search techniques.
- Critically evaluate information from different sources.



What makes a good topics?

1

It is a new topic and academically interesting

2

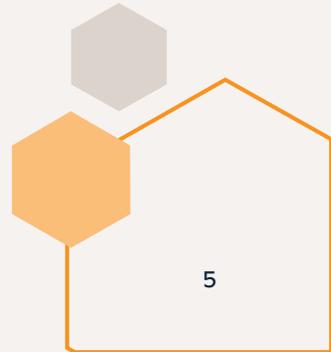
There is enough information on the subject

3

It is focused enough that you are not overwhelmed with too much information

4

The topic is interesting to you



Analyse your topic

1

Create a search strategy

2

Choose relevant search tool(s)

3

Search needed information

4

Evaluate result

5

Get the materials

6

Evaluate materials and your sources

7

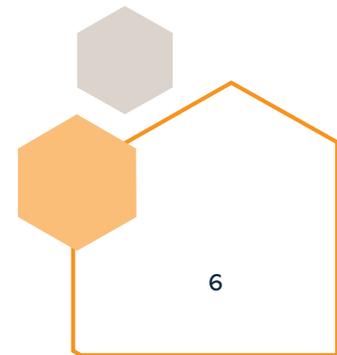
Before you begin looking for information, you need to analyse the topic



Understand the scope of the topic and what its related subject area

Brainstorm the topic:  
Find definition and identify main concepts / keywords to describe your topic

**Keywords:** Keywords are significant words which can be used as search terms in online catalogues or databases



6

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your topic

1

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2

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4

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5

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materials

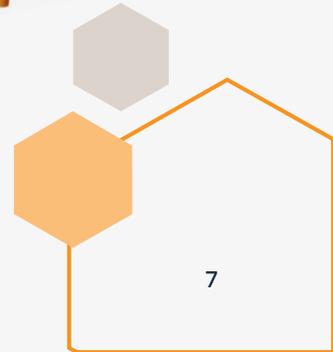
6

Evaluate  
materials and  
your sources

7

# Physicians' attitudes toward substance abuse

The keywords you use have an impact on the results of your research



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1

Create a search strategy

2

Choose relevant search tool(s)

3

Search needed information

4

Evaluate result

5

Get the materials

6

Evaluate materials and your sources

7

TOPIC

CONCEPTS/  
KEYWORDS

Physicians' attitudes toward substance abuse

Physician

Attitudes

Substance Abuse

8

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1

Create a search strategy

2

Choose relevant search tool(s)

3

Search needed information

4

Evaluate result

5

Get the materials

6

Evaluate materials and your sources

7

## IDENTIFYING KEYWORDS, SYNONYMS AND RELATED TERMS

Determine whether there are **synonyms, related terms, or other variations** of the keywords that should be included.

### THESAURUS

Thesaurus is a book of synonyms, often including related words/concepts (to get proper term).

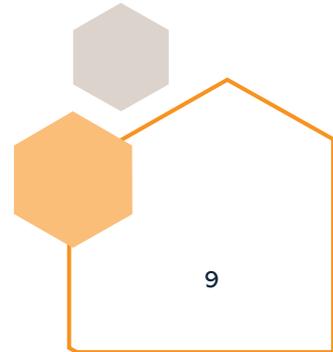
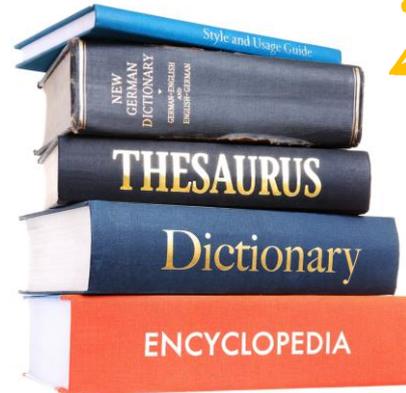
### DICTIONARY

A reference book containing an alphabetical list of words, with information given for each word, usually including meaning, pronunciation, and etymology.

### ENCYCLOPEDIA

Provide information that is general, but brief. They provide an excellent place to start research.

If the keywords you choose do not give you the results you need, try these suggestions:



Analyse your topic

1

Create a search strategy

2

Choose relevant search tool(s)

3

Search needed information

4

Evaluate result

5

Get the materials

6

Evaluate materials and your sources

7

## IDENTIFYING KEYWORDS, SYNONYMS AND RELATED TERMS

TOPIC

**Physicians' attitudes toward substance abuse**

CONCEPT/  
KEYWORDS

Physician

Attitudes

Substance Abuse

SYNONYMS  
/RELATED  
TERMS

**Physician**

- Medical practitioner, doctor, general practitioner

**Attitudes**

- Perspective, point of view, viewpoint, stance

**Substance abuse**

- Addiction, alcohol abuse, drug abuse, drug use, alcohol addiction



Determine which search features/technique may apply, including:

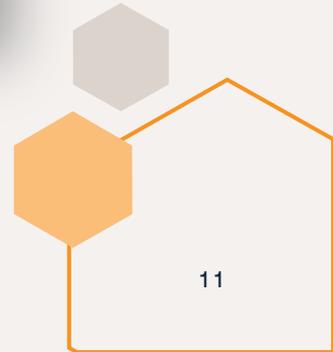
1 Boolean Operator

2 Phrase Searching

3 Truncation

4 Wildcard

Can apply in any databases or search platform..



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1

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2

Choose relevant search tool(s)

3

Search needed information

4

Evaluate result

5

Get the materials

6

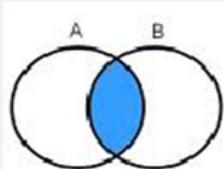
Evaluate materials and your sources

7

## 1. BOOLEAN OPERATORS - logical search operators that allow you to narrow or broaden search.

AND

A  
Drug Use

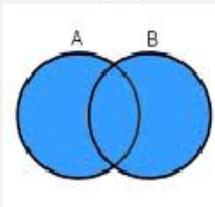


B  
Alcohol Addiction

**Narrows a search:**  
Each result contains all search terms

OR

A  
Alcohol Abuse

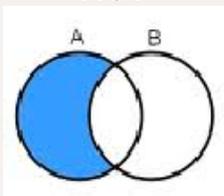


B  
Drug Abuse

**Broadens a search:**  
Each result contains at least one search term

NOT

A  
Addiction



B  
Alcohol

**Narrows a search:**  
Results do not contain the specified terms

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1

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2

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3

Search needed information

4

Evaluate result

5

Get the materials

6

Evaluate materials and your sources

7

**2. PHRASE SEARCHING:** Exact matches on words within a phrase search (with **double quotes**) get a higher relevancy boost over the same words in non-phrase searches (without double quotes).

**Example:**

**"development disabilities"**

**"learning disabilities"**

For example: **"learning disabilities"** will search for results in which the words **learning** and **disabilities** appear next to each other.

The screenshot shows the ScienceDirect search interface. At the top, the ScienceDirect logo and navigation links are visible. The search bar contains the query "learning disabilities" with a search icon to the right. Below the search bar, there are options for "Advanced search" and "Find articles with these terms". The search results are displayed in a list format, showing 29,415 results. The first two results are highlighted:

- 1 Supporting the delivery of good maternity care for parents with learning disabilities  
Midwifery, 24 June 2021, ...  
Anna Cox, Treena Parsons, ... Ann Gallagher  
[Download PDF](#) [Abstract](#) [Export](#)
- 2 Social isolation and achievement of students with learning disabilities  
Social Science Research, Available online 20 October 2021, ...  
Tyler Bruefach, John R. Reynolds  
[Download PDF](#) [Abstract](#) [Export](#)

On the left side of the results, there are filters for "Refine by:" including "Subscribed journals" and "Years" (2022 (48), 2021 (1,309), 2020 (1,328)). There is also a "Set search alert" link and an "Article type" filter.

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1

Create a search strategy

2

Choose relevant search tool(s)

3

Search needed information

4

Evaluate result

5

Get the materials

6

Evaluate materials and your sources

7

### 3. TRUNCATION - place a symbol at the end of the word

- **Truncation** is a searching technique used in databases in which a word ending is replaced by a symbol. Frequently used truncation symbols include the **asterisk (\*)**, a **question mark (?)** or a **dollar sign (\$)**.
- If you want to search for several words that have the same stem, using *truncation* can save time.

#### Examples:

- Nutri\* retrieves words starting with **NUTRI** such as **NUTRIA, NUTRIENT, NUTRIENTS, NUTRITION,**
- gene\$ will search for results containing;
  - gene, genes, genetic.**
- Bio\* will search for results containing;
  - biology, bionic, biosynthesis, biophysical**

\*\*Truncation can sometimes find irrelevant records.

Different databases use different wildcards symbols so it is important to check the database 'Help' information or 'Search Tips' for details about which symbol to use.

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1

Create a search strategy

2

Choose relevant search tool(s)

3

Search needed information

4

Evaluate result

5

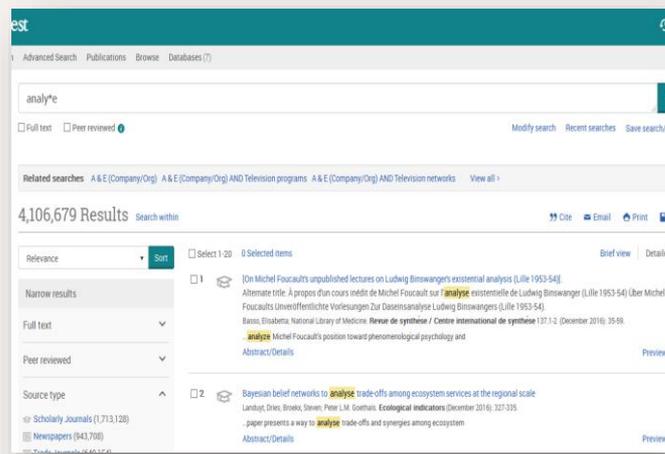
Get the materials

6

Evaluate materials and your sources

7

## 4. WILDCARDS: place a symbol within a word



Different databases use different wildcard symbols so it is important to check the database 'Help' information or 'Search Tips' for details about which symbol to use.

- **Wildcards** are symbols used in database search to **represent a letter or letters in a word**.
- Find variation of spelling (singular/plural).
- Find variation of language spelling (American/British).
- Frequently used wildcard symbols include the **question mark (?)**, the **pound/hatch symbol (#)** or the **asterisk (\*)**.

### Examples:

- Analy\*e will search for results containing the words;  
✓ analyze, analyse (s,z)
- Wom?n will search for results containing;  
✓ women, woman (e, a)

Analyse your topic

1

Create a search strategy

2

Choose relevant search tool(s)

3

Search needed information

4

Evaluate result

5

Get the materials

6

Evaluate materials and your sources

7

# Searching Tools & Information Sources @ PSAS



Analyse your topic

1

Create a search strategy

2

Choose relevant search tool(s)

3

Search needed information

4

Evaluate result

5

Get the materials

6

Evaluate materials and your sources

7

### More searching tools & open access @ Malaysia / World



MaCat



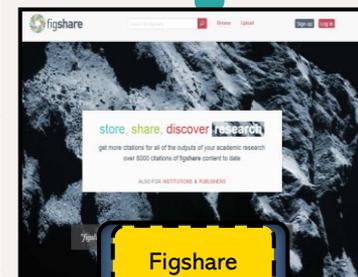
MyTO



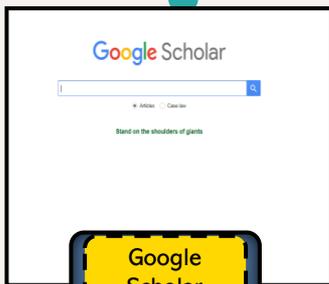
OpenDOSM



Directory of Open Access Journal



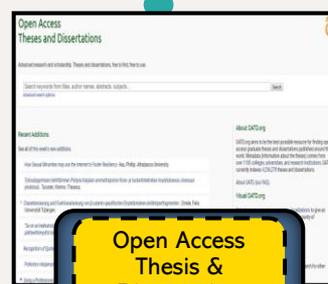
Figshare



Google Scholar



Malaysian Open Data Portal



Open Access Thesis & Dissertation



MyJournal

Analyse your topic

1

Create a search strategy

2

Choose relevant search tool(s)

3

Search needed information

4

Evaluate result

5

Get the materials

6

Evaluate materials and your sources

7

What do you need?



Searching Tools



What will you get?

1.

Printed Materials

Library  
WebOPAC

Book, Journal,  
Thesis etc. in  
printed format



Are you looking for a book or journal article that we don't have? We can request them for you through **Document Delivery Service**.



The Document Delivery Service enables UPM students, faculty members, and staff to borrow materials not available at UPM libraries from other collaborating libraries, both local and abroad. Requests are restricted to materials required for study, teaching, or research purposes only.



**PSAS Subscribed Databases & E-books**

**EZaccess Portal** 

**Open Access & other e-resources** 

Analyse your topic

1

Create a search strategy

2

Choose relevant search tool(s)

3

Search needed information

4

Evaluate result

5

Get the materials

6

Evaluate materials and your sources

7

## ONLINE DATABASES

### Multidisciplinary

- EBSCOhost Academic Search Complete
- Emerald Insights
- ProQuest Dissertations & Theses (PQDT) Global
- Science Direct
- Scopus
- Oxford Journal Online
- \* SpringerLink
- \* Cambridge Journal Online
- \* JSTOR
- \* Wiley Online Library
- \* SAGE Journals Online

### Science & Technology

- Annual Reviews
- IEEE Xplore
- AAAS Science Online

### Veterinary Medicine

- Vetstream
- Veterinary Clinics of North America: Food Animal Practice Science @ Science Direct

\* Perpetual Access: Retain access to these materials after the license has expired

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1

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2

Choose relevant search tool(s)

3

Search needed information

4

Evaluate result

5

Get the materials

6

Evaluate materials and your sources

7

## Medicine and Health Sciences

- EBSCOHost Hospital Package
- BMJ Case Reports
- \* New England Journal of Medicine
- \* Ovid LWW

## Agriculture

- CAB DIRECT: CAB Abstracts with Fulltext

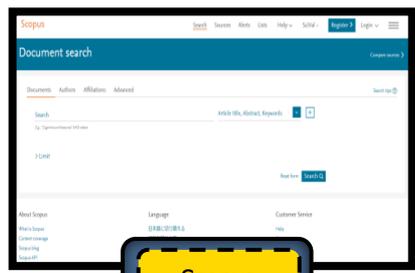
## Business and Finance

- Datastream & Eikon

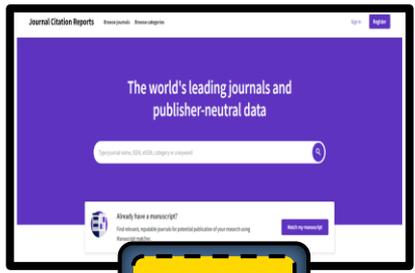
## Research/Reference Tool

- Journal Citation Reports
- Scopus
- Turnitin

\* Perpetual Access: Retain access to these materials after the license has expired



Scopus

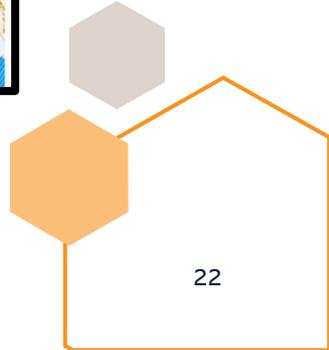


JCR



ERA

Please join Citation Indexed Journal class for further information





**What do you need?**

**Searching Tools**

**What will you get?**



4.

Online Thesis

UPM eTheses, Proquest Dissertations & Theses Global

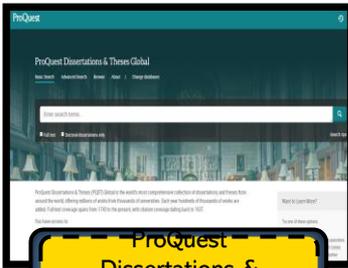
Download full-text thesis



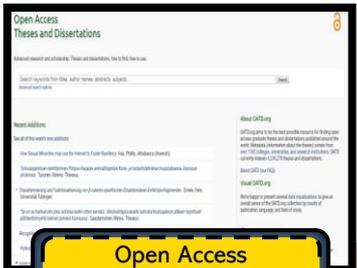
UPM eTheses



MyTO



Proquest Dissertations & Theses Global



Open Access (Thesis & Dissertation)



- ✓ A thesis submitted in fulfilment of the requirement for the degree of Doctor of Philosophy of
- ✓ A dissertation submitted in partial fulfilment of the requirements for the degree of Master of
- ✓ A dissertation submitted in partial fulfilment of the requirements for the degree of Doctor of Philosophy

**For example: *Technology acceptance of education in ICT* A thesis submitted in fulfilment of the requirement for the degree of Doctor of Philosophy of**

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your topic

1

Create a search  
strategy

2

Choose relevant  
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3

Search needed  
information

4

Evaluate  
result

5

Get the  
materials

6

Evaluate  
materials and  
your sources

7

Start searching the information



**The databases that you access via the library are all quality controlled**

**It is important to evaluate Internet resources critically;**

- Anyone can post anything.
- The quality and format of information you find on the Internet may not be appropriate for use in the academic context.

**REMEMBER: Citing your information sources will avoid plagiarism and respect the Intellectual Property and Copyright issues**

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1

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2

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3

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4

Evaluate result

5

Get the materials

6

Evaluate materials and your sources

7

Evaluate the results of your search  ask yourself:

Is the amount right for the length of the paper and the time you have?

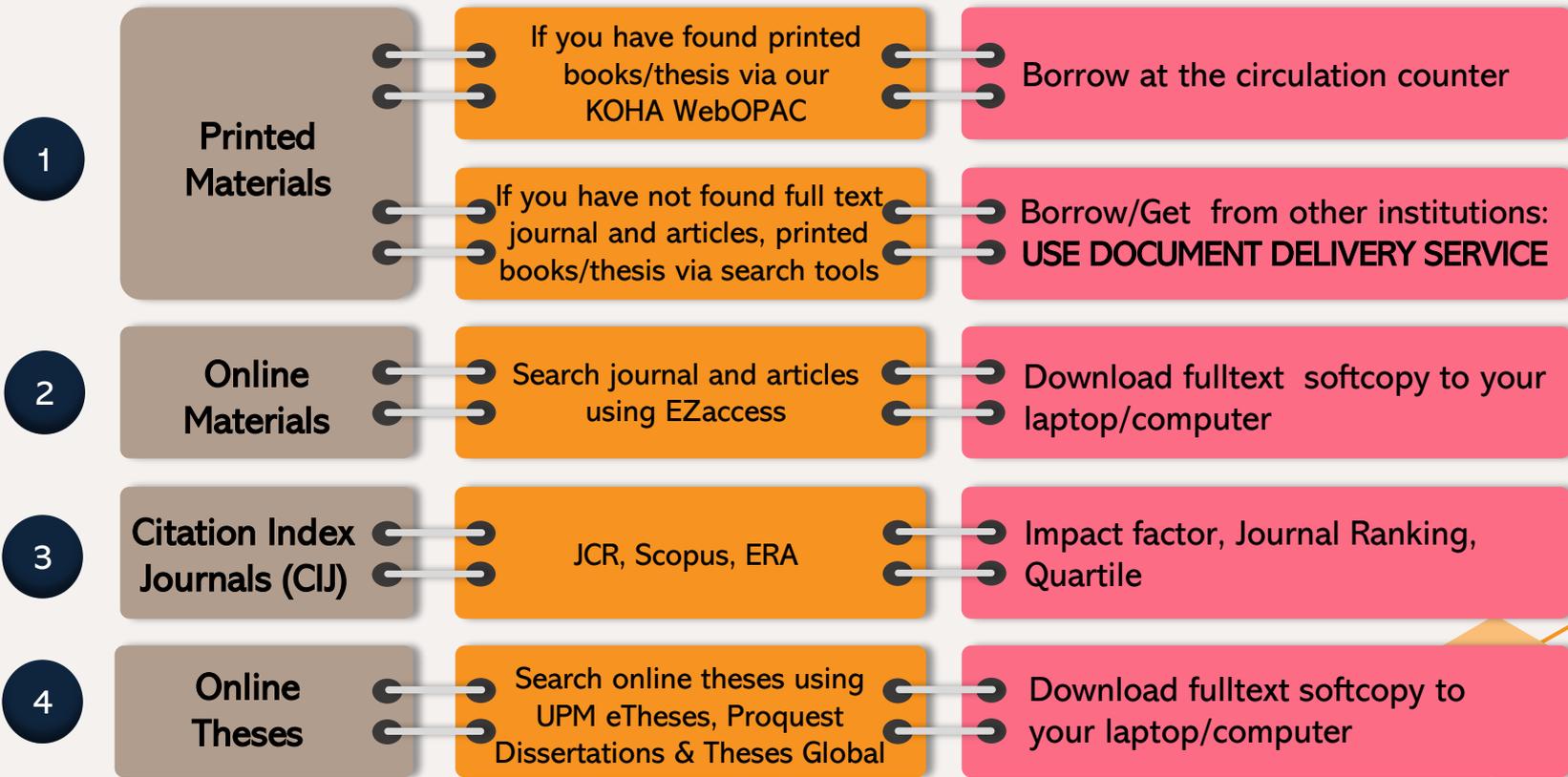
Do the results have the quality you want?

Are they useful for your paper?

Did you find what you expected to find?

Ask yourself

Exclude articles that did not meet the criteria determined



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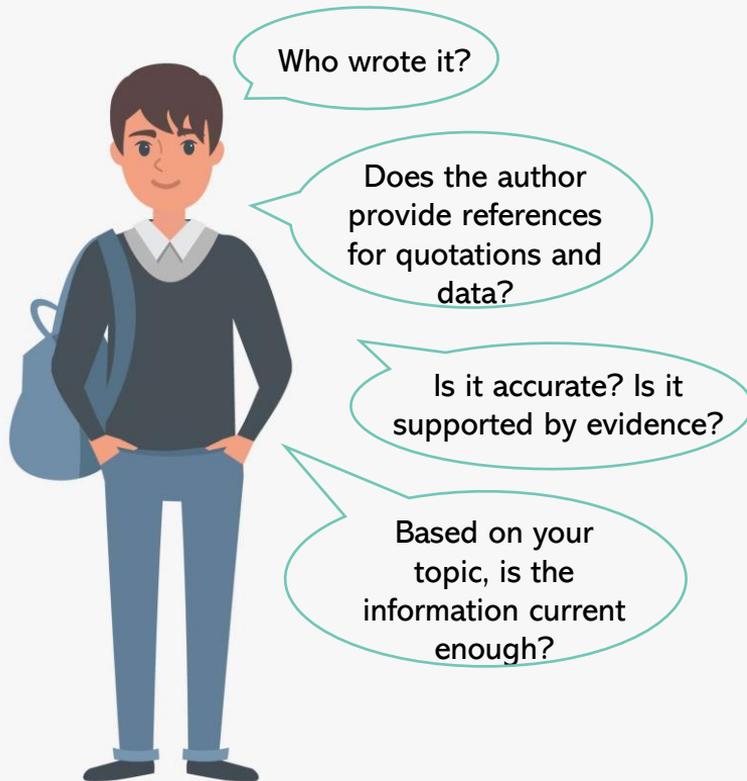
5

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6

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7



**Authority/  
Credibility**

Author's credentials, known or respect authority, indexed in Scopus or JCR

**Accuracy**

Up to date, factual, comprehensive

**Support**

Listed sources, contact information

**Reasonableness**

Fair, balanced, objective, no conflict of interest, concerned with the truth



**TERIMA KASIH/*THANK YOU***

[www.upm.edu.my](http://www.upm.edu.my)

**BERILMU BERBAKTI**  
WITH KNOWLEDGE WE SERVE