

OCLC FirstSearch

Library Catalog <http://library.alliant.edu>

OCLC First Search contains databases in a variety of subject areas including the sciences, humanities, business, and social sciences. The databases have access to citation and abstract only and do not have full-text articles.

Access: Alliant students, faculty and staff (on or off campus):

From the Alliant Libraries Home Page, click on Research Databases then *OCLC First Search*. Remote users will be prompted for his/her user name (full name) and 14-digit library barcode. If you don't have a barcode please bring your ID card to the Circulation Desk so you can be added to the system. If you have problems accessing the databases check the FAQ pages first, and then call your home library.

Tips for using OCLC First Search:

- 1) OCLC First Search offers very limited full-text access to articles through databases available.
- 2) Click on "List all databases" to see a complete list. Click on "List databases by topic" or "Database" links to sort available databases by subject. Topic area "social sciences" is the default.
- 3) Click on the "i" icon to the right of the database name for a list of subjects, journal titles, and data ranges covered.
- 4) Limit by 'Items in my library' only works in the WorldCat database.
- 5) You can mark up to **100** records for saving/printing/emailing.
- 6) Language options are available for English, French, Spanish, Japanese & Chinese.

First Search screens – each screen is divided into three areas.

- 1) **Navigation menu** provides links to screens and global commands. Links are listed in task order: Home, Databases, Searching, and Results. Some links will not display until you have completed a given task in the search process.
- 2) **Control Panel** displays buttons for First Search features and current status
- 3) **Main Dialog** action/task area for selecting databases, searching, and working with results.

Setting up your search:

You may either:

Select a Topic or Database to search, *OR*

Type in a search term that will return a list of databases that contain the term, *OR* Jump to Advanced Search, select a database, and search multiple terms.

Select databases to search (up to three) from the list provided. Estimated results are given to help with the selection.

Search for —Default mode on the home page is a simple, keyword search. You need to select "Jump to Advanced Search" to do a specific search with Boolean operators, and pull-down field menus.

Type the keyword or phrase for which you wish to find information. Two or more words in the keyword search field will pull up any record having those words in any order. <term> **w** <term> to fix a phrase, or <term> **n** <term> to retrieve words

only found next to each other, or use double quotes around the term. *Example:* **international relations** as a search term will retrieve records with any references to 'international' and 'relations' anywhere in the record (4,630 items in Wilson Select Plus) and **international w relations** will retrieve 785 items from the same database as will "**international relations**" (with quotes).

Select the field to search for each term. The default field is keyword in Basic Search, other fields to search are author and title. Subject search and other options are available in Advanced Search.

Performing your search:

Click on the "Search" button

Examine the returned results. Each screen shows 10 results, but the total number of results will be noted on the gray bar near the navigation and task icons.

Save the desired records by clicking in the small box at the beginning of the citation to mark it with a **100 item maximum**. A marked record contains a checkmark in the box. Once all the desired records are marked, click on "Marked Records" to review your selections. You may now email or print the results.

Short List of Databases available (up to 3 databases can be searched at a time)

ArticleFirst is a listing of articles from content pages of journals.

ABI Inform contains U.S. and international articles on business and management (no full text).

PapersFirst is an OCLC index of papers presented at conferences worldwide

Proceedings is an OCLC index of worldwide conference proceedings.

World Cat OCLC catalog of books and other materials in libraries worldwide. This catalog will give titles and subject headings of books on your topic. You can also search for journal titles to determine other libraries that may have the title.

World Cat Dissertations is a database of all dissertations and theses available in WorldCat

Search Tips:

Truncation will return citations that use a variation of your search term. Using a "+" at the end of a term will return the plural form as well as singular (test+ brings up 'test' and 'tests'. This will not return 'testing')

Using NOT before a word eliminates the records that contain that keyword, narrowing your results. Use this carefully, as this may eliminate useful resources.

To save the selected results:

Print—Select print icon to print individual or list of marked items.

Download to disc or flash memory drive—must bring your own to the library.

Email—to your email account.

Material not available as full-text on OCLC may be available on another library database.

Search journal titles under "Print Subscription". If not available either online or in print at your home library you can request through the Interlibrary Loan link on the Alliant Libraries page.