







Information Searching Strategy

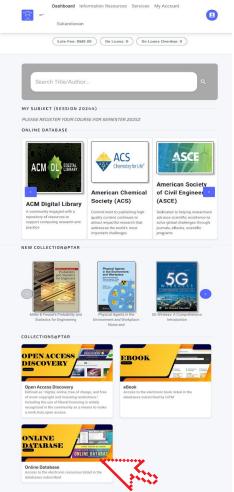
• Refer to the notes section below for guidelines on this topic.

What is search strategy?



A search string is a combination of keywords, truncation symbols, and boolean operators you enter into the search box of an electronic library resource or an Internet search engine.







WHY?

- To get relevant results
- To save time going through irrelevant information
- To go beyond Googling: retrieving anything and everything

HOW?

- Enable you to quickly retrieve relevant information from the thousands of records in a database.
- By using the following methods below you can make your search statement specific and increase the chance of retrieving relevant information



Type of Search Strategy

- 1. Use keyword and specific terms
- 2. Boolean operator
- 3. Quotation marks
- 4. Wildcard
- 5. Truncation



Use keyword and specific term

For example:

Job performance in the organization



Do not enter stop words in databases. Examples of stop words in databases are a, an, about, after, all, also, and, any, are, as, at, based, because, been, between, and so on.



Boolean operator

What is Boolean operator?

Boolean Operators are simple words (AND, OR, NOT) used as conjunctions to combine or exclude keywords in a search, resulting in more focused and productive results.

Source: http://library.alliant.edu

When searching by topic, use the AND OR or NOT Boolean searching to get the best search results.

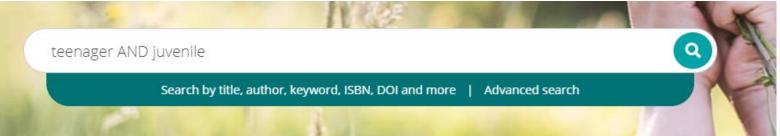
USE BOOLEAN OPERATORS (AND, OR, NOT)

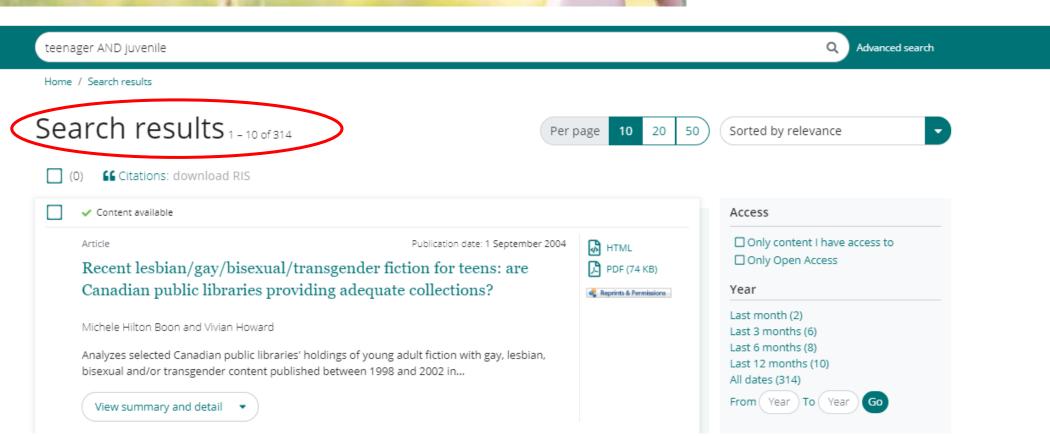
	Example	Diagram
AND	Accounting and Auditing	
OR	Accounting or Auditing	
NOT	Accounting not Auditing	

- 1. Use **AND** between search terms to find records that use all of the terms. For example, searching Accounting AND Auditing will find articles that have both Accounting and Auditing in the data fields.
- 2. To be sure that you find all articles on your topic, use **OR** between search terms to search for synonyms of a concept, for example, search for Accounting OR Auditing
- 3. If your search results contain items that you want excluded, you can use the **NOT** connector. If you are searching for articles on Accounting, and keep getting results for the Auditing. Searching for Accounting NOT Auditing will exclude those results.

Example : AND

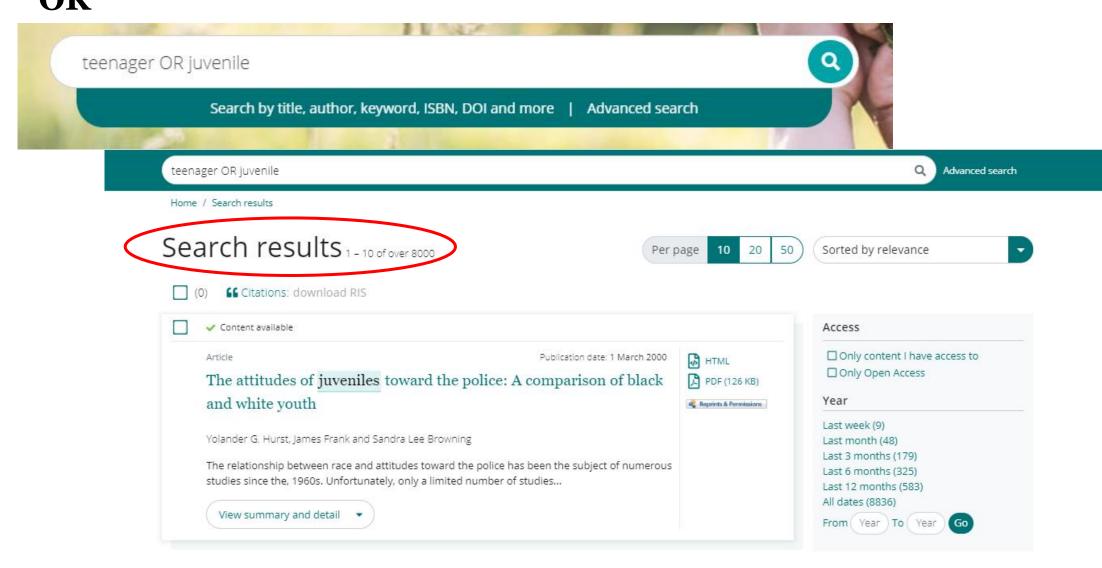






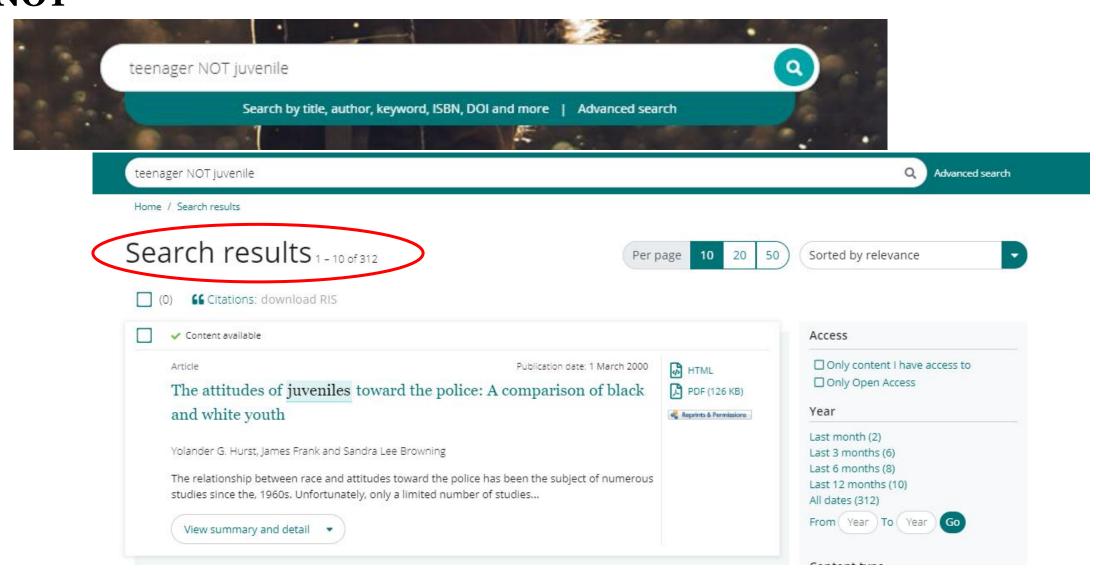
Example: OR





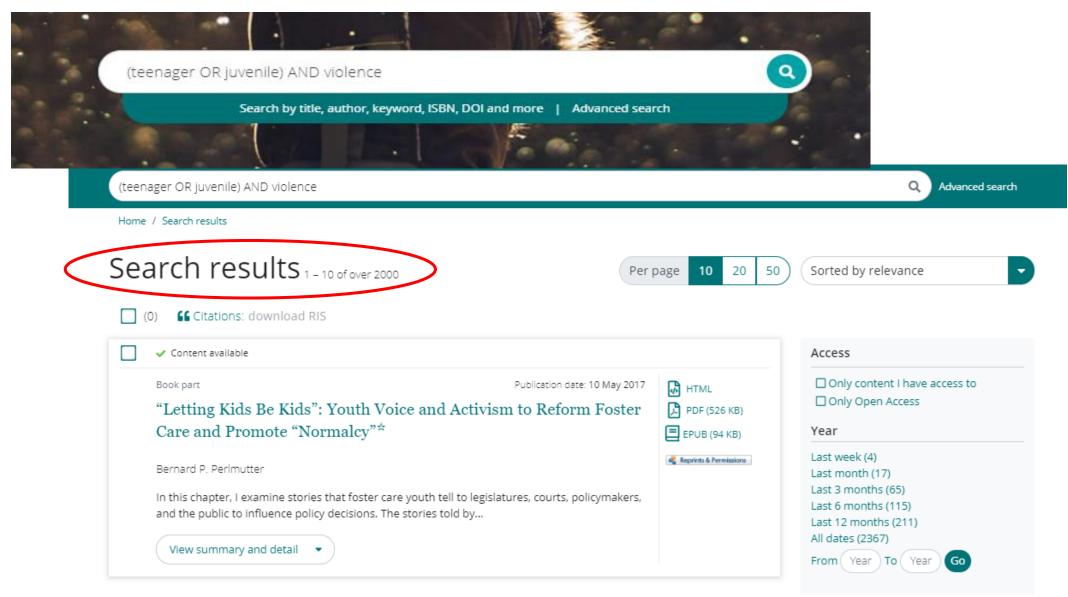
Example: NOT





Example: Combine BOOLEAN







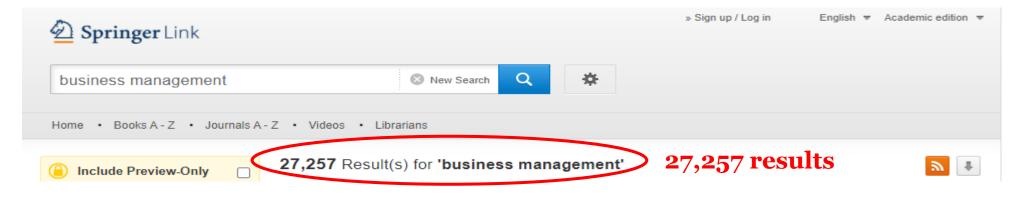
Use Quotation Marks for exact phrases

If you are looking for a **specific phrase**, there's a simple way to make your searches more effective. Using **quotation marks for exact phrases**. When you use quotation marks around a phrase, you are telling the search engine to only bring back pages that include these search terms.

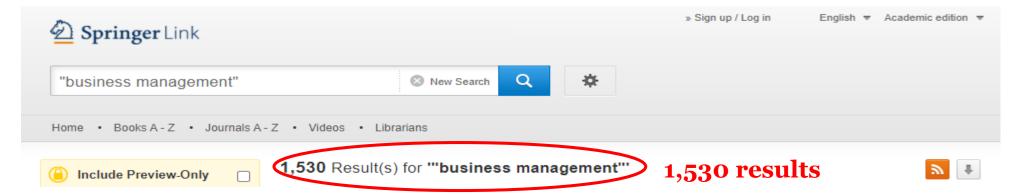


Use Quotation Marks for exact phrases

Before use quotation marks



After use quotation marks





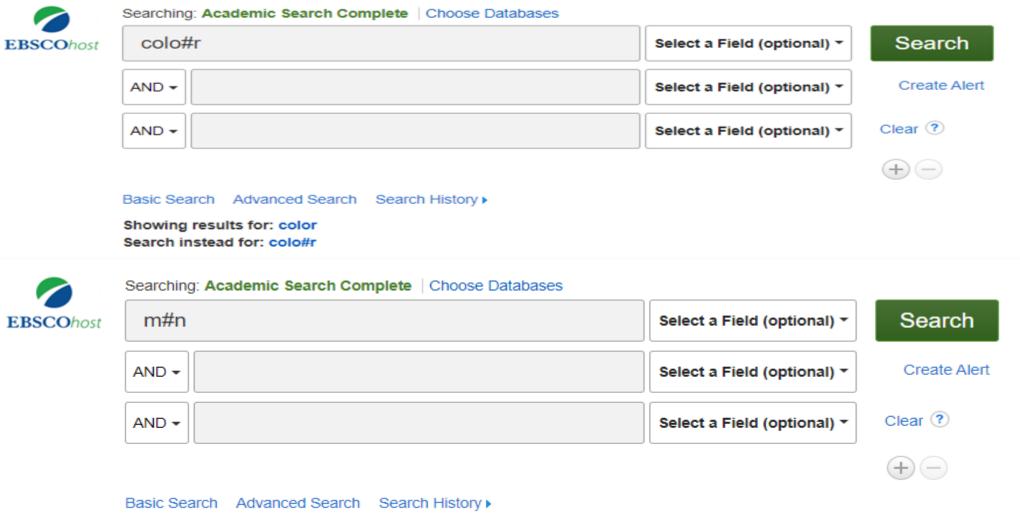
Wildcard

- A wildcard finds variant spellings of words. Use it to search for a single character or replace letters within a word.
- Many databases use a question mark? or hashtag # as their wildcard symbol.



Wildcard





Showing results for: men Search instead for: m#n

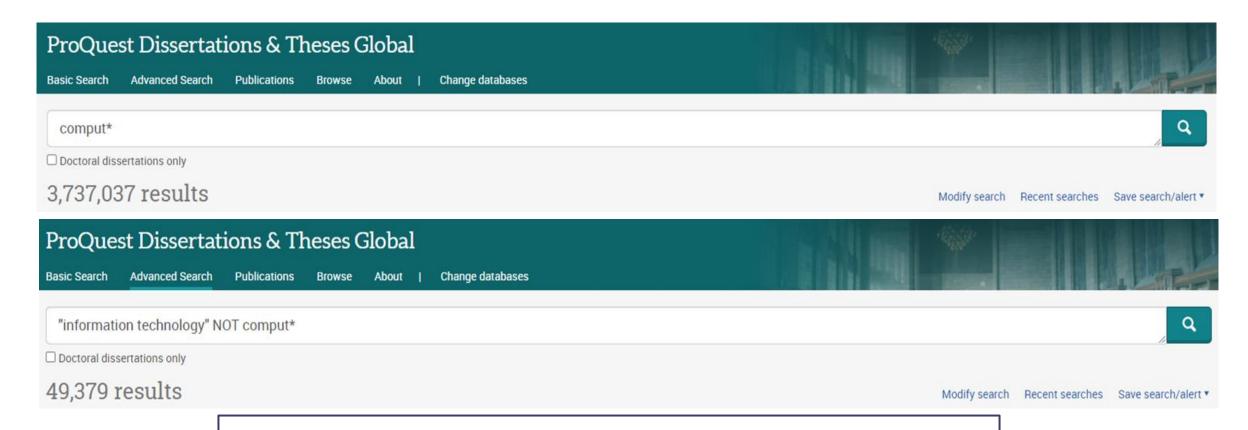


Truncation

- Truncation is useful for finding singular and plural forms of words and variant endings. Shorten your keyword to its 'stem' or 'trunk' and add the truncation symbol.
- Many databases use an asterisk * as their truncation symbol.

Truncation





Comput* will match all words that begin with:

- 1. Computer
- 2. Computing
- 3. Computational





ONLINE DATABASE FOR LITERATURE

• Refer to the notes section below for guidelines on this topic.





What is online database?

- Online databases is an electronic (online) catalog or index. Library databases contain information about published items.
- Library databases are searchable.
- The library subscribes to many databases for user access to these resources. When you're searching a database, you are not searching "the web."
- Library databases also contain more reliable information than what people find on some websites, primarily because the information library databases contain is sourced from experts and professional.

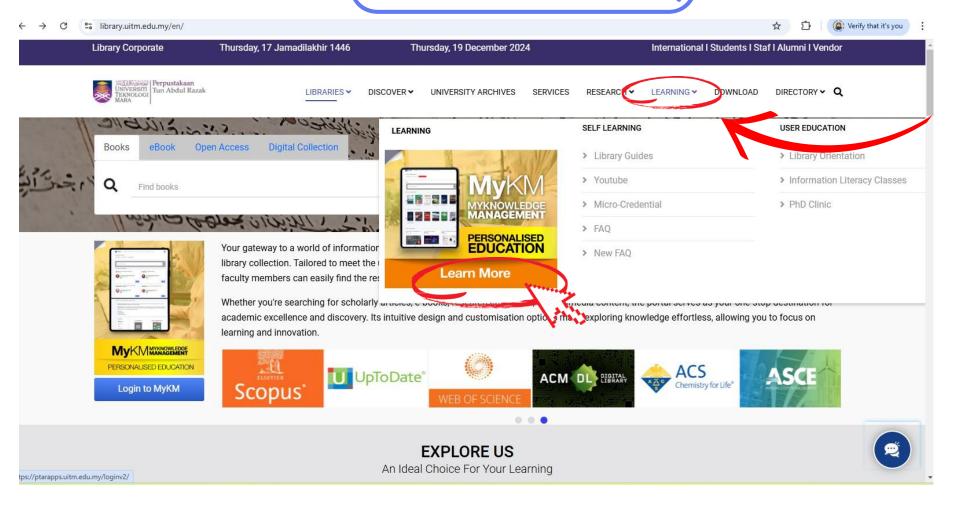
LIBRARY PORTAL



UiTM Library Portal

Start your search using Library Portal at

https://library.uitm.edu.my/en/



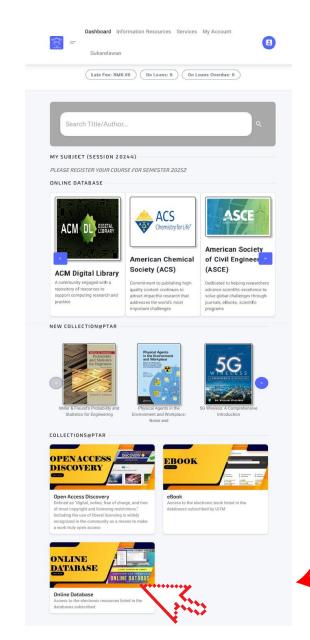
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Scroll down and select Online Database.

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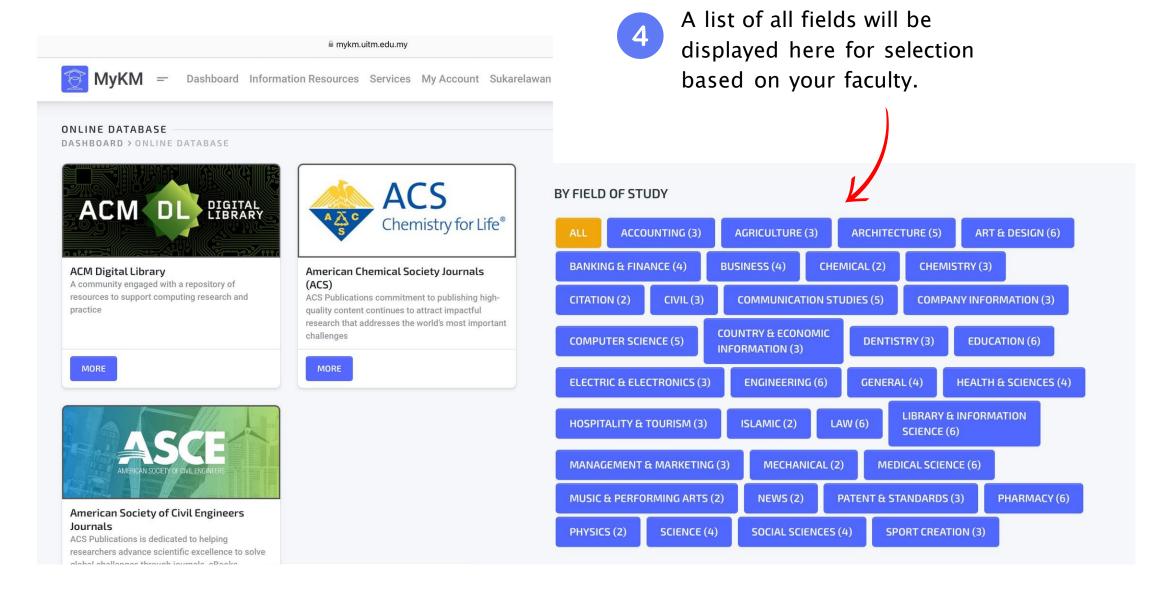


UpToDate

To help medical professionals make appropriate care decisions and drive better outcomes, UpToDate delivers evidence-based clinical decision support that is clear, actionable, and rich with realworld insights.

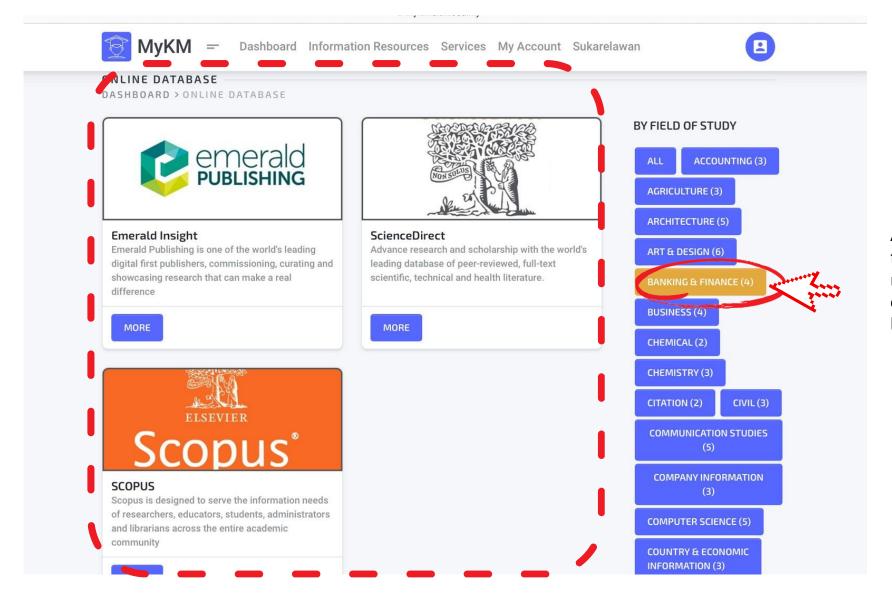
Online Databases







Select Field of Study

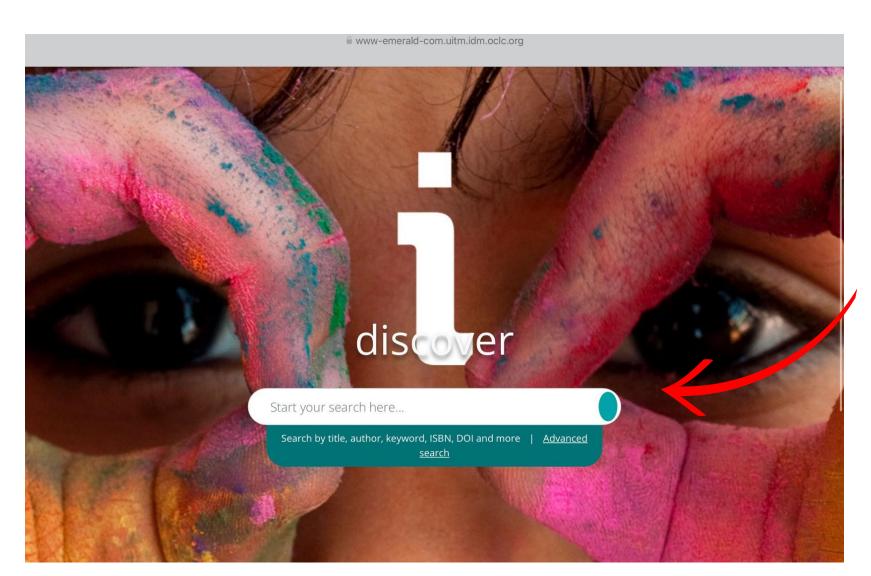


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After selecting your field of study, recommended databases for use will be displayed.

Using Emerald Insight for searching





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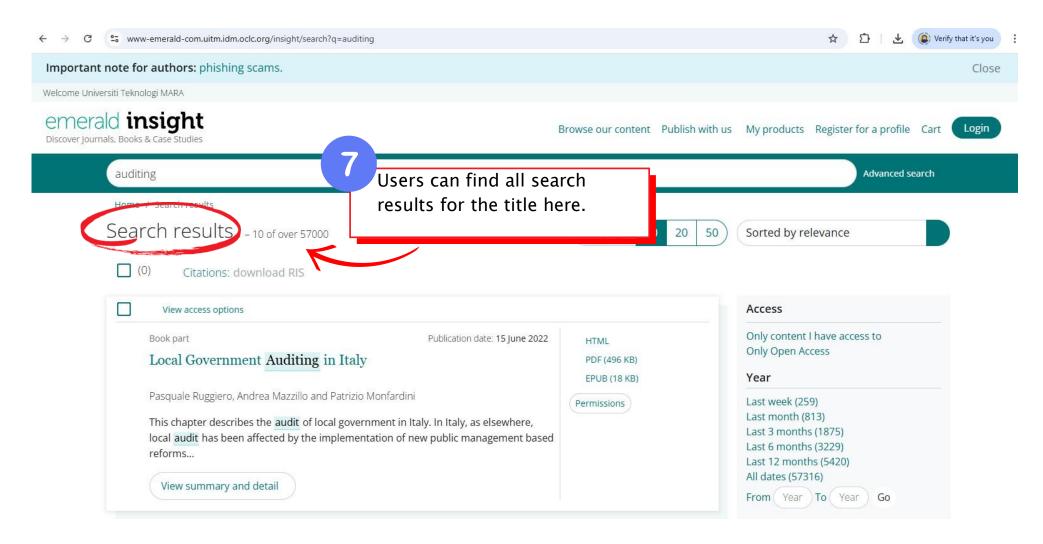
Note: Different online database may have different search methods.

In the search bar on the **Emerald Insight** homepage, users can type keywords, the title of the article, ISBN, DOI and more.



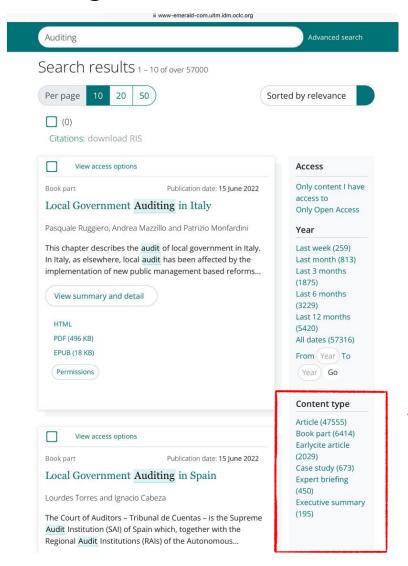
Basic search:

Keyword: Auditing



Basic search:

Keyword: Auditing





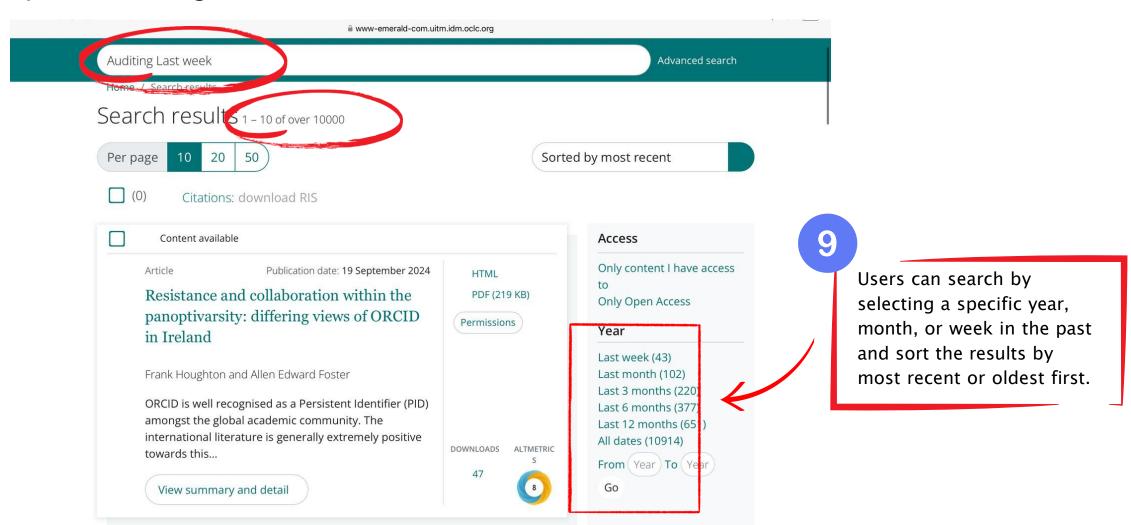
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Users can choose the content type that they prefer either article, book part etc.

Advanced Search:

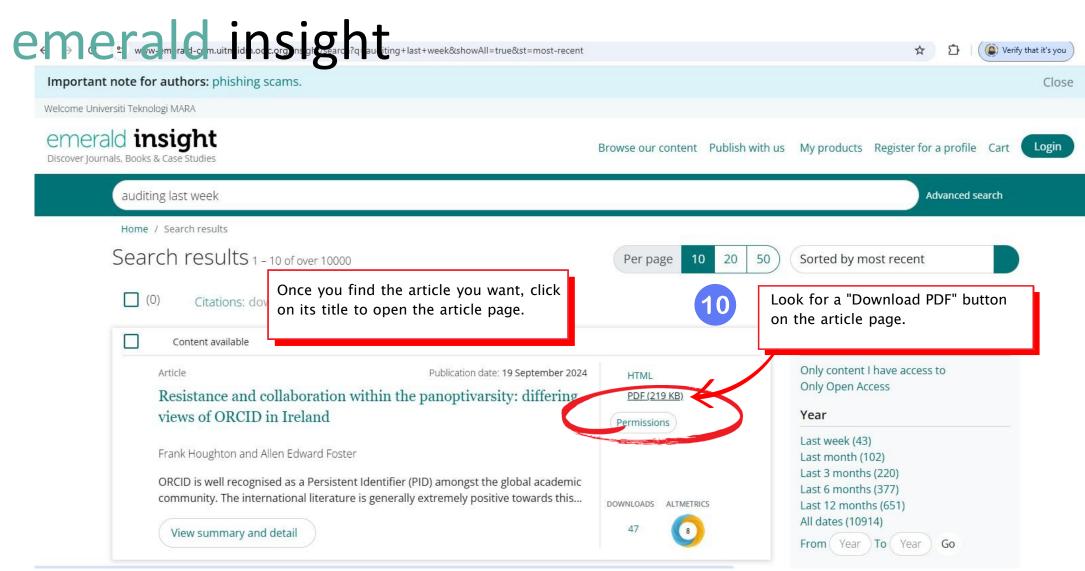
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keyword: Auditing Last week



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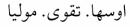


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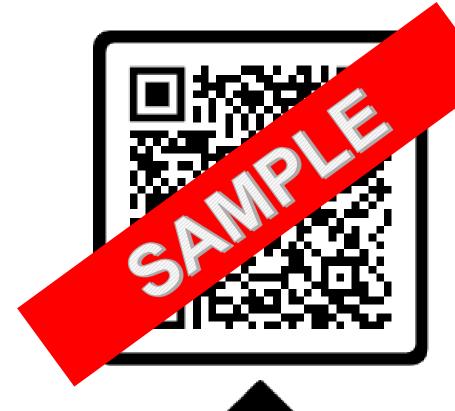








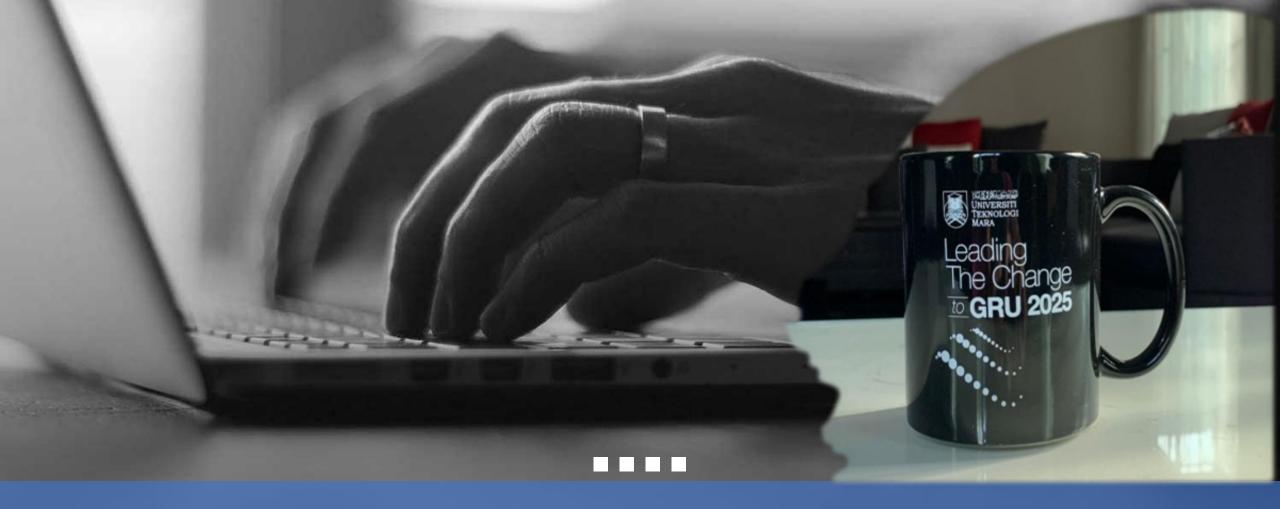




SCAN ME







THANK YOU

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