Finding Articles using EBSCOhost & ProQuest Databases

FAQs (Frequently Asked Questions)

What are EBSCOhost and ProQuest?
EBSCOhost and ProQuest are online database services used to find periodical articles. They are NOT part of the open Web. Almost everything in EBSCOhost or ProQuest has been published in print form before it becomes available online.

What is a periodical?
A periodical is a newspaper or magazine or journal; they are all published at regular intervals or periodically, such as every day, every week, every month, or four times a year.

Why should I use these databases?
Use databases in order to find periodical articles about a specific topic (i.e. international business practices) from reliable sources.

Can I use EBSCOhost or ProQuest from home/when the library is closed?
Yes. All staff, faculty and students who are currently employed or enrolled at BC can use these databases off-campus. The databases are available both night and day.

Getting into the databases

1. From the Bellevue College homepage, click on “Library” at the bottom of the page under “Popular Searches.”
2. From the library website, click on “Periodicals/Databases.”
3. Select the specific database you want to use from the Alphabetical List of All Databases or click a subject category under the Search by Subject to find the most relevant databases for your topic. You can also use the main search box to search across ALL databases. You will get lots of results.
4. If accessing from off-campus, enter your BC ID number and your last name.

Ask questions at
Reference Desk. (425) 564-6161 reference@bellevuecollege.edu
Fall, Winter and Spring Quarter Hours
Monday – Thursday 7 a.m. – 8 p.m.
Friday 7 a.m. – 5 p.m.
Sunday 1 p.m. – 5 p.m.
Closed Saturdays and School Holidays.

Online reference chat 24/7
“Ask a Question” link on the LMC website: http://bellevuecollege.edu/lmc/
Searching Bellevue College’s Databases

Which Database to Use?

EBSCOhost: Can search for periodicals the library owns in print
   Has better indexing and uses more standard subject headings
   Can search by number of pages for finding more useful articles

ProQuest: Includes Washington state and national newspapers
   Includes many trade publications, good for business research
   Includes Ethnic NewsWatch, which provides alternative/minority viewpoints

Basic Search:
Make sure you limit your search to Full Text; In EBSCOhost, to Full Text and/or BC Holdings.

<table>
<thead>
<tr>
<th>Boolean Operators</th>
<th>Combine search terms with Boolean operators</th>
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<tbody>
<tr>
<td>Use AND</td>
<td>to combine two or more words to narrow</td>
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<tr>
<td>Use OR</td>
<td>to find synonyms; this widens your search</td>
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<tr>
<td>Use NOT</td>
<td>to narrow your search by excluding your terms. (NOTE: Use AND NOT in ProQuest)</td>
</tr>
<tr>
<td>You can combine</td>
<td>AND, OR and NOT searches into one</td>
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<tr>
<td></td>
<td>search statement. Always use parenthesis to separate the different parts of the search statement</td>
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<tr>
<th>Truncation</th>
<th>Find variations of words that begin with the same root</th>
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<tr>
<td>Advert*</td>
<td>Finds advertise, advertising, advertisement, advertised, etc.</td>
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Using Advanced Search to focus retrieval
Both databases: Write down useful subject terms or suggested topics as you find articles. Then search for these subjects in advanced search to find very relevant articles:

Locating and Saving your Database Findings
Full-text Articles: Some of the articles that you find in the database will be in an electronic full-text version. You’ve got the entire text and there is no need to look further. Emailing articles to yourself is the easiest way to keep track of what you have found, specifying the citation style of your choice.