



ProQuest Databases

This is a collection of databases covering a wide range of disciplines. Most of the databases available in this collection provide full-text articles.

Access

1. At the Library Home Page (<http://www.cityu.edu.hk/lib/>), select the **Databases** tab.
2. Select **ProQuest** or any **ProQuest** title from the alphabetical list of databases.

Or

1. At the Library Home Page (<http://www.cityu.edu.hk/lib/>), select **E-Resources**.
2. Select **Databases: Title List**.
3. Select **ProQuest Databases** or any ProQuest database titles in the alphabetical list of databases.

Refer to the **Guide to Remote Access** (<http://www.cityu.edu.hk/lib/instruct/guides/eresguid/remote.htm>) for accessing the database from off-campus.

Getting Started

Select Database(s) to Search

By default, all databases are selected.

Search

Basic Search

Click to view the list of all databases or to change selection of databases.

You are searching: 34 databases ([See list](#) | [Change >>](#))

Search | **Advanced** | Publications

ProQuest

 Full text Scholarly journals [?](#)
[Advanced search](#) | [Recent searches](#)

1. Enter search terms. Check box(es) to limit search. Optional.

2. Click to start searching

Advanced Search

1. Enter search term(s). → [Search input field]

2. Select an operator to combine terms. → [AND operator dropdown]

3. Select the field to search. → [Key fields + text dropdown]

4. Click to start searching. → [Search button]

Optional: Check boxes to set search limits. Optional

Optional: Specify a date range. Optional.

Optional: You can enter search criteria in the box(es) directly, or click *Look up* links and select terms from indexes.

Optional: Check the boxes under *Source Type, Document Type, Document Feature and Language* to further limit search.

Optional: Select from one of the subject areas to limit search to relevant databases.

Optional: Click down arrow to change sort display.

Search Tips

- **Phrase Searching:**
 - To search for a phrase enclose the phrase in quotation marks. e.g. "annual report", "life after death".
- **Boolean and Proximity Operators:**

Operator	Example	Finds articles containing...
AND	education and internet	<i>education</i> and <i>internet</i>
OR	web or internet	<i>web</i> or <i>internet</i> , or both
NOT	education not internet	<i>education</i> , but not <i>internet</i>
PRE/#	education pre/3 internet	<i>education</i> preceding <i>internet</i> by up to three words
NEAR/#	nursing near/3 education	both <i>education</i> and <i>nursing</i> within three words of each other
EXACT	exact "higher education"	your exact search term in its entirety

where # is a number

- Wildcard Symbols:

Wildcard	Function	Example	Finds articles containing...
*	to substitute any number of characters following a word root	manage*	<i>manage, manages, managed, manager, managers, management etc.</i>
?	to substitute a single character in a word	wom?n	<i>woman, women</i>

- You may use parentheses to specify the order of execution of the Boolean/Proximity operations in your search statement.

e.g. *China and (e-commerce or electronic commerce)*
order of execution:

1. e-commerce or electronic commerce → [result set #1]
2. [result set #1] and China

Display Search Results

Select to email or to cite citation(s) in preferred style or to export into bibliographic management software, e.g. RefWorks

Click on title of article to display abstract and full text, if available.

Indicates article is from a trade journal.

Click to check the availability of full text.

Check the boxes to add articles to My Research for later printing, emailing and saving, etc.

Click on format icon** to display the article in that format.

Indicates that article is from a scholarly journal.

Click down arrow to select different sort display.

Select from options to limit search to a specific source type.

Select from options available under headings to further narrow search results.

Columns represent specific time periods. Click to display records published during those periods.

Select to limit search results by a certain date range.

Place cursor over "Preview" to view the abstract of the article.

** **Format icons:**



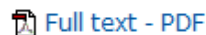
Citation/Abstract

Bibliographic information and summary of the article, if available



Full Text

Citation, abstract and complete article text



Page/Article Image

Scanned images of articles in Portable Document Format (PDF)






Preview

View a 24 page preview of a thesis/dissertation.

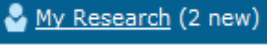
Print/E-mail/Cite/Export Search Results

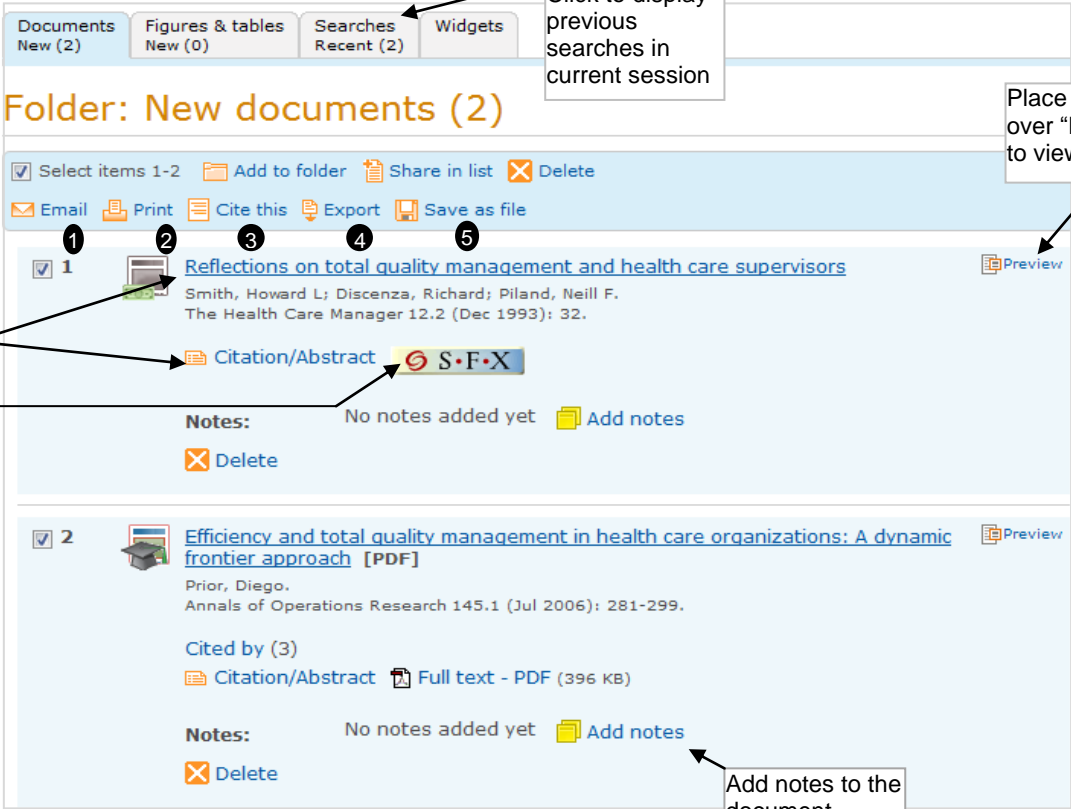
To print/e-mail/cite/export/save a single record:

- Click on the respective icons      at the top of the record. Use the Print/Save button in Adobe Reader to print/save documents in PDF.

My Research

To print/e-mail/export marked records of current session in *My Research* folder:

- Click the  icon at the top of the screen to display all marked records.



The screenshot shows a web interface for a research database. At the top, there are tabs for 'Documents New (2)', 'Figures & tables New (0)', 'Searches Recent (2)', and 'Widgets'. Below this is a header for 'Folder: New documents (2)'. A toolbar contains icons for 'Email', 'Print', 'Cite this', 'Export', and 'Save as file'. A list of two documents is displayed. The first document is 'Reflections on total quality management and health care supervisors' by Smith, Howard L.; Discenza, Richard; Piland, Neill F. The second document is 'Efficiency and total quality management in health care organizations: A dynamic frontier approach [PDF]' by Prior, Diego. Annotations include: 1. An arrow pointing to the 'Email' icon with the text 'To view document, click on the title. Or click on one of the available formats.' 2. An arrow pointing to the 'Print' icon with the text 'Click to see availability of full text.' 3. An arrow pointing to the 'Cite this' icon with the text 'Click to display previous searches in current session.' 4. An arrow pointing to the 'Export' icon with the text 'Click to display previous searches in current session.' 5. An arrow pointing to the 'Save as file' icon with the text 'Click to display previous searches in current session.' 6. An arrow pointing to the 'Preview' button for the first document with the text 'Place cursor over "Preview" to view abstract.' 7. An arrow pointing to the 'Add notes' button for the second document with the text 'Add notes to the document. Optional.'

- 1 Click to email marked documents
- 2 Click to print out documents in your selected citation style.
- 3 Click to print/email/download the list of marked citations in your selected citation style such as MLA and APA.
- 4 Click to export marked citations directly to bibliographic management software, such as RefWorks.
- 5 *Click to save citations in an html file with links to other relevant publications in ProQuest.

* Sign in or create a **My Research** account to save searches, images or articles or to manage alerts or RSS feeds and folders. Icon is at the top of screen.