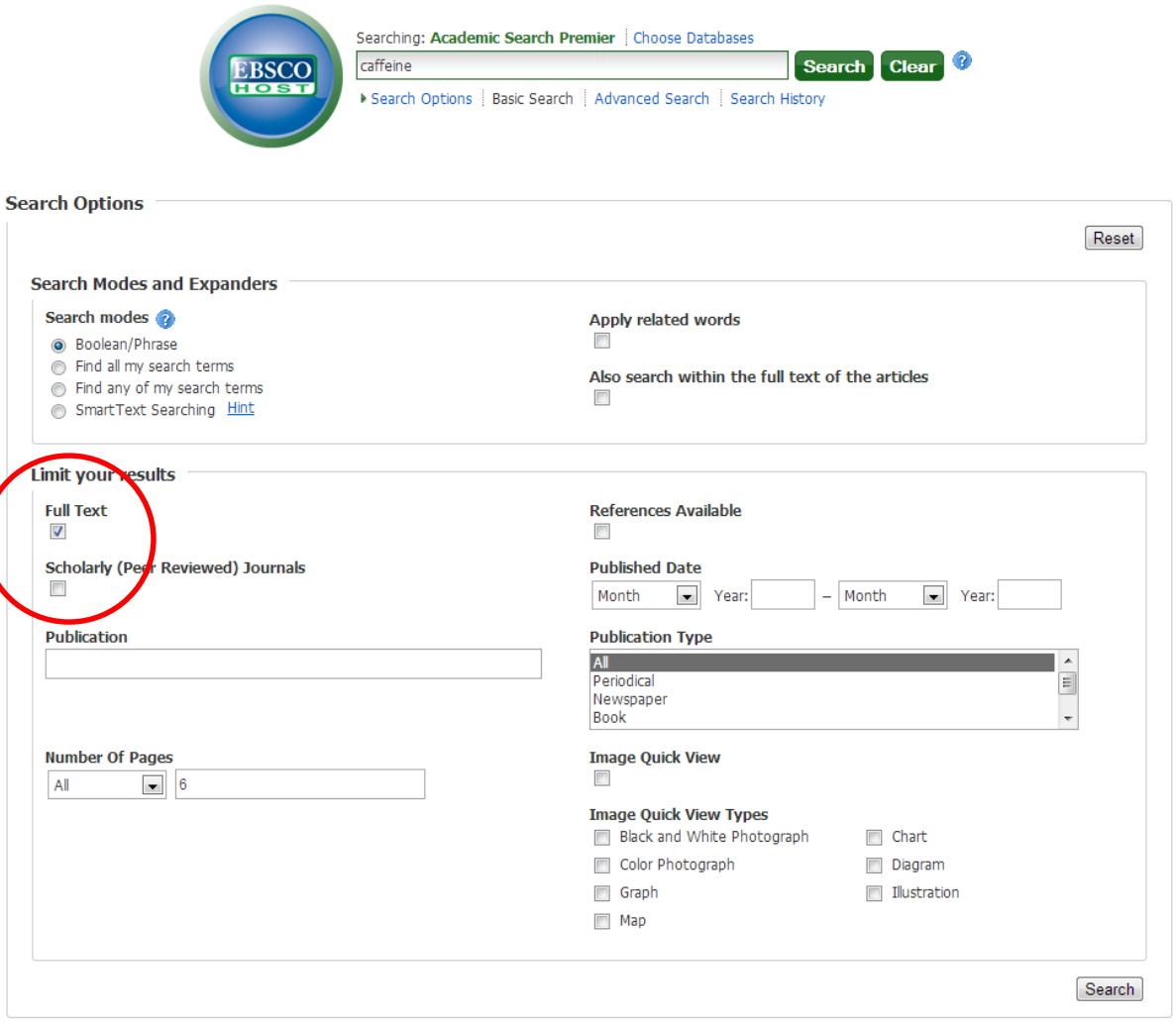
Using the HCC Library Databases

1. Visit the HCC library homepage at http://www.hagerstowncc.edu/library and click on Article Databases.

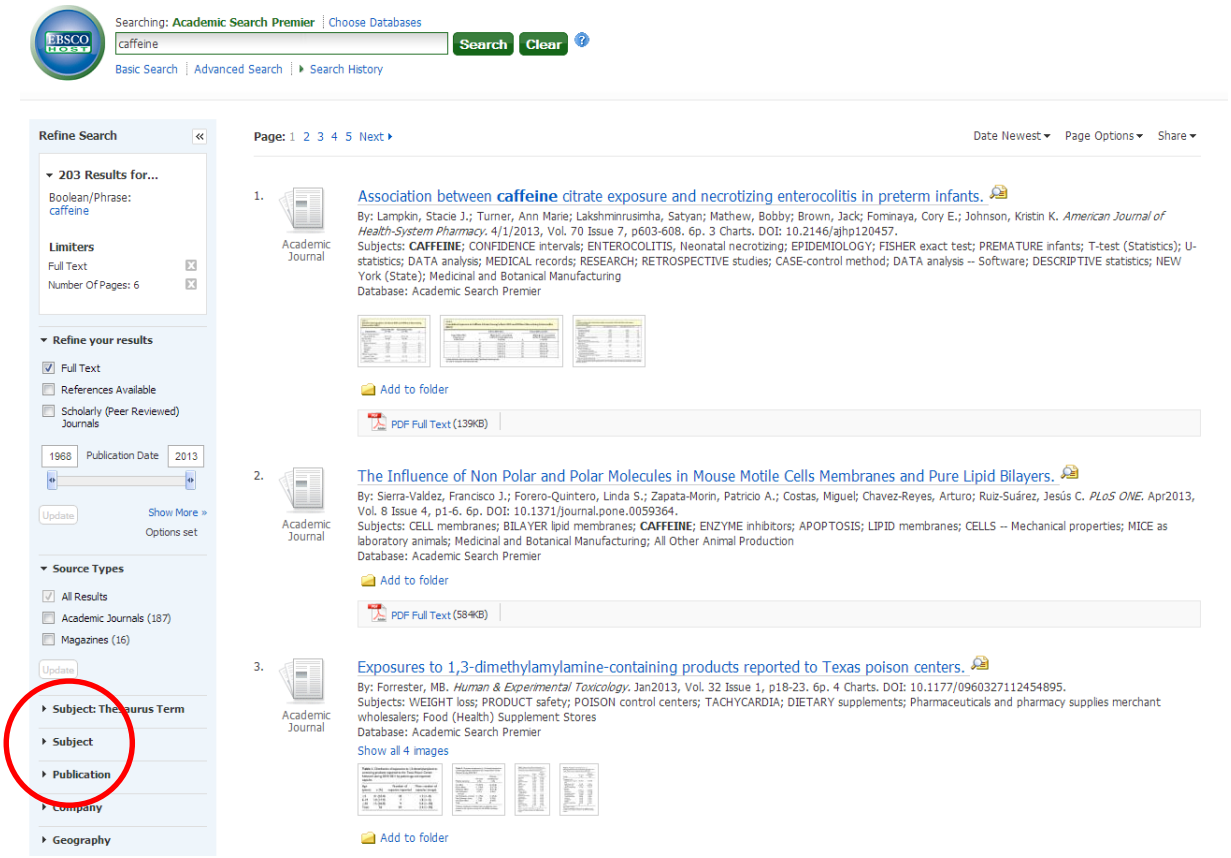
2. Click into your chosen database. We'll use Academic Search Premier for our example.

3. Enter your search term(s). Limit your results as needed: definitely choose FULL TEXT, probably choose SCHOLARLY JOURNALS, limit the length of articles found by number of pages, etc.

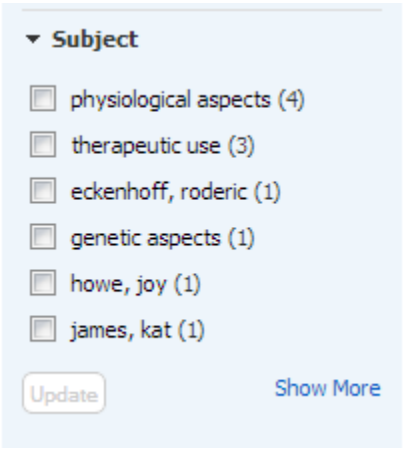


Handouts are available online at http://www.hagerstowncc.edu/lsc/resource-center

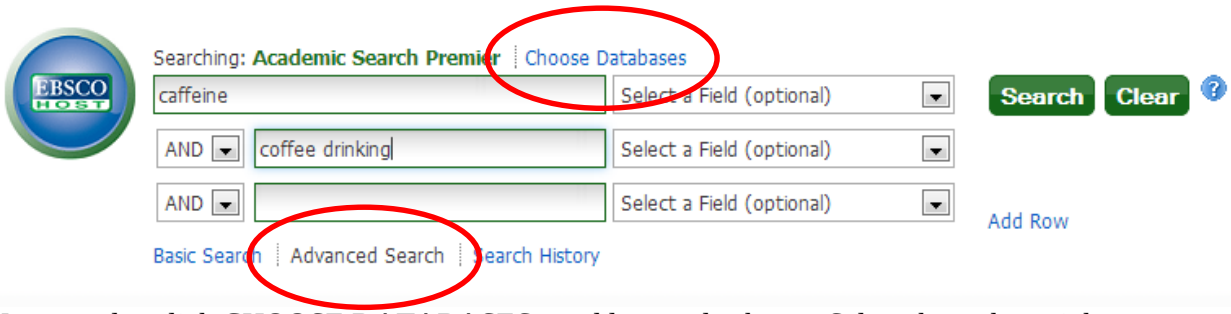
4. Look at the results. Notice all of the options on the left to LIMIT your results.



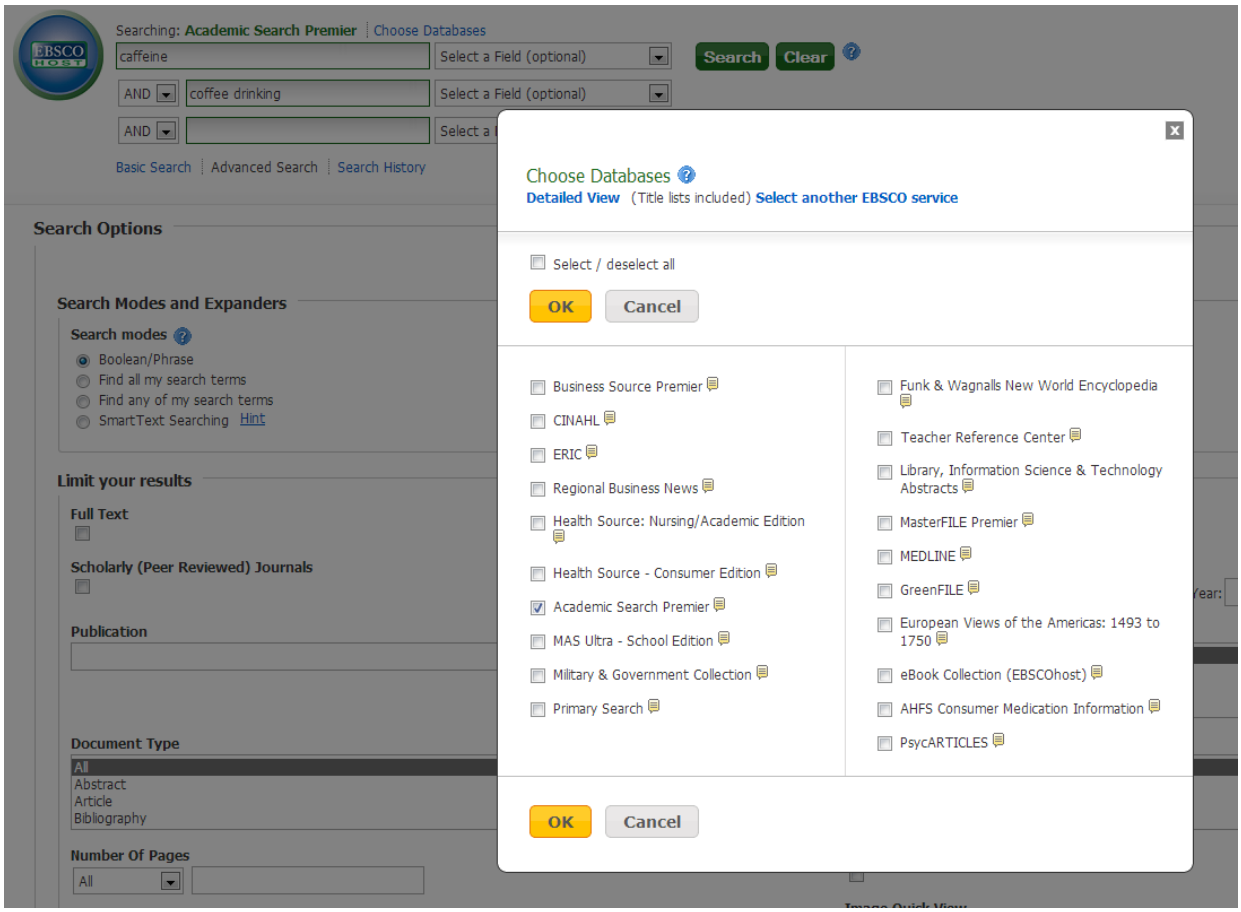
5. You can narrow down by subject if desired. Click the little triangle next to SUBJECT to open the choices.



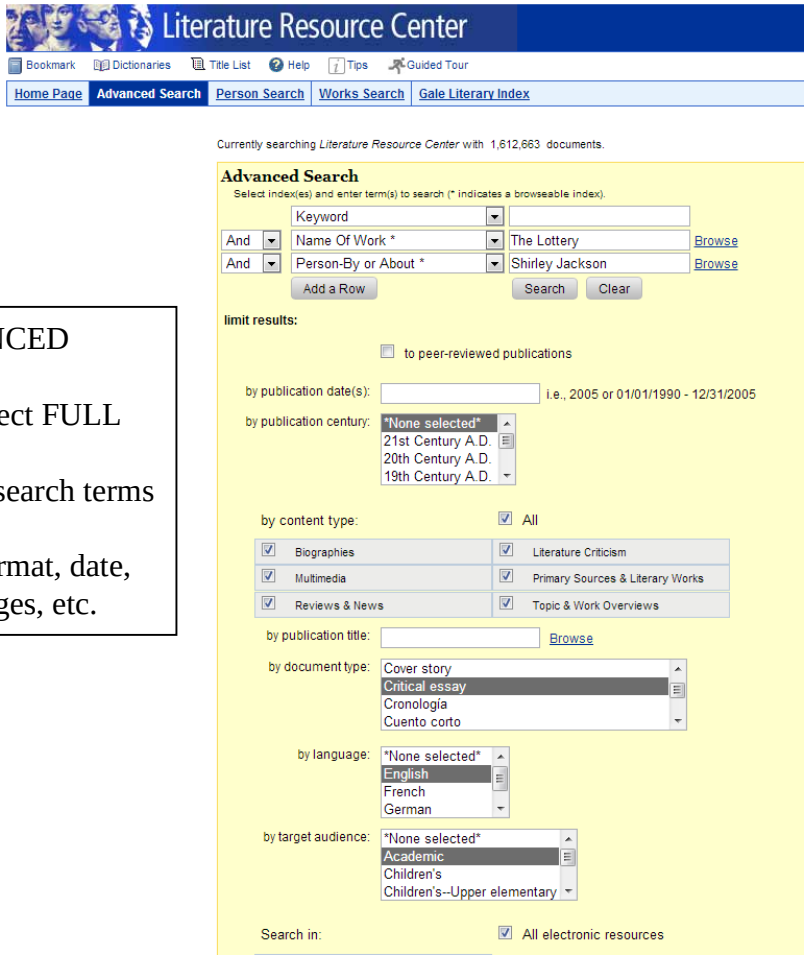
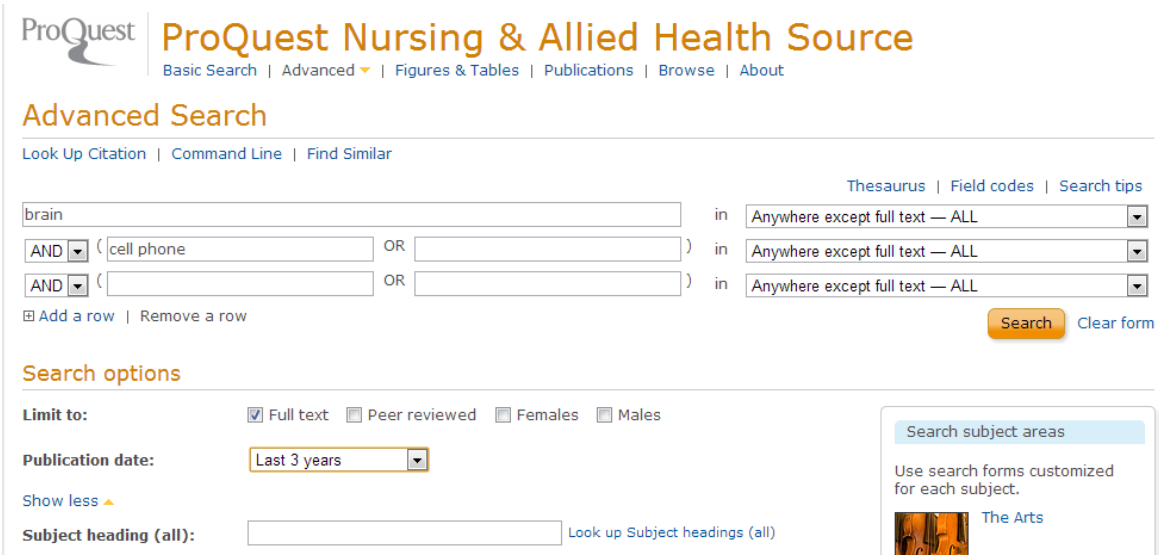
6. Choose ADVANCED SEARCH (at the top of the page near the search bar) in order to add more terms, have more choices, etc. Again, choose FULL TEXT, limits the number of pages, the years, or anything else you'd like.



7. You can also click CHOOSE DATABASES to add more databases. Select those that might be applicable for your topic.



8. You might need to play with the search criteria, but there are articles to be found on nearly EVERY subject. You can always go back to the original list of databases at http://hagerstowncc.edu/library/article-databases and start fresh with a database that more closely relates to your topic. There are specific databases devoted to literature, nursing,

education, science, etc. Don't say you can't find what you need! If you can't find what you need, **ask for help**. See the next page for some sample searches from other databases.

- Find ADVANCED SEARCH
- Be sure to select FULL TEXT only
- Choose your search terms wisely
- Narrow by format, date, number of pages, etc.