



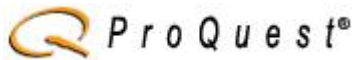
# How to Use ProQuest Databases

## Accessing ProQuest

Go to the Faith Seminary website at [www.faithseminary.edu](http://www.faithseminary.edu) and click on the "Library" option in the top row menu.



This will take you to the Library page with has an active link to *Research Databases*. Click on the ProQuest logo.



This will take you to the database list which defaults to all available databases chosen for search.



### Databases

Select the database(s) you would like to search, then click [Continue](#). Search a single database by clicking on its name. Databases with checkboxes can be cross-searched.

[Select all databases](#) / [Clear all databases](#)

- ABI/INFORM Trade & Industry**  
Business, Economics: trade and industry periodicals and newsletters  
Search more than 750 business periodicals and newsletters with a trade or industry focus. Provides users with the latest on every major industry, including finance, insurance, transportation, construction, and many more. [more info...](#)  
Coverage: 1971 - current | [View titles](#)
- Alt-Press Watch (APW)**  
A full text database comprised of the newspapers, magazines and journals of the alternative and independent press. [more](#)  
Coverage: varies | [View titles](#)
- AMA Titles: Abstracts & Indexing**  
Journals published by the American Medical Association  
Coverage: varies | [View titles](#)
- Discovery**  
Search this comprehensive file of periodicals for a broad range of subject areas including arts, business, children, education, women's interests. [more info...](#)  
Coverage: 1971 - present | [View titles](#)

Click the "clear all" option above the list if you want to specify certain databases to search. Then click the "continue" button. You may also click the name of the database which acts as a link to the search screen for only that database.

**ProQuest Research Library**  
Search the full collection of journals  
Coverage: varies | [View titles](#)

This results in a search screen into which you may enter certain search criteria.

Basic   Advanced   Topics   Publications   My Research (0 marked items)

Databases selected: Gold Full Text Periodicals

Tools: [Search Tips](#) [Browse Topics](#)

Basic Search  [Search](#) [Clear](#)

Database: [Interdisciplinary - Gold Full Text Periodicals](#) [Select multiple databases](#)

Date range: [All dates](#)

Limit results to:  Full text documents only   
 Scholarly journals, including peer-reviewed [About](#)

## Basic Search

Enter your search terms in the text field and click on Search. You

can combine your terms with Boolean operations: AND, OR, and NOT, as well as W/# where you desire two terms to be within a specified number of words from one another. . Add quotation marks around phrases that are longer.

## Other Limits

You can focus your search with several other options that are only visible when you click More Search Options.

More Search Options [^ Hide options](#)

Publication title:  [Browse publications](#)

Author:  [About](#)

Look for terms in: [Citation and abstract](#) [About](#)

Document Type: [Any document type](#)

Publication type: [All publication types](#)

Exclude from results:  Book Reviews  
 Newspapers

Sort results by: [Most recent first](#)

**Publication Title.** To limit to a specific publication, enter the publication's title or click "Browse Publications" to select a publication from the list.

**Author.** Enter an author's name to limit to articles written by that author or reviewer.

**Look for Terms.** By searching within "Citation and Abstract" you are more likely to find articles whose main focus meets your search terms. "Citation and Document Text" searches the citation, abstract, and the complete text of the article, producing more results because it finds articles that mention your search terms anywhere within the article.

**Document Type.** To limit to specific article types, such as Reviews or Editorials.

**Publication Type.** To limit to a specific publication type. You can also filter your articles by the "Publication Type" tab on the Results page.

**Sort Results By.** By default, your search results in reverse chronological order, with the most recently published article first. You can change this to most relevant first. You can also change your sort order on the Results page.

## TOOLS

The tools are available from the Basic and Advanced search screens.

**Search Tips.** Tips for creating effective searches: truncation and wildcards, operators, field syntax, stop words, and sample searches.

## Advanced Search

Advanced Search allows you to create more powerful searches. Enter your search term(s), select the desired operator, and choose which fields to search. For additional search terms, click the **Add Row** link.

**Advanced Search** Tools: [Search Tips](#) [Browse T](#)

Josephus	Citation and abstract
AND	Pharisees
AND	

[Add a row](#) | [Remove a row](#) [Search](#) [Clear](#)

Database: [Interdisciplinary - Gold Full Text Periodicals](#) | [Select multiple da](#)

Date range: [All dates](#)

Limit results to:  Full text documents only  Scholarly journals, including peer-reviewed | [About](#)

Make sure to check Full Text Documents Only and Scholarly Journals if you need peer-reviewed full text articles. By limiting the data searched, you can tightly focus the search. Click on **More Search Options** to use more filters for the search.

**More Search Options** [^ Hide options](#)

AND	Publication title:	<a href="#">Browse publications</a>
AND	Subject:	<a href="#">Browse subjects</a>
AND	Company/Org:	<a href="#">Browse companies</a>
AND	Person:	<a href="#">Browse people</a>
AND	Location:	<a href="#">Browse locations</a>
AND	NAICS:	<a href="#">Browse NAICS codes</a>
AND	Document Type:	Any document type

Publication type: [All publication types](#)

Exclude from results:  Book Reviews  Newspapers

Sort results by: [Most recent first](#)

Results per page: [10](#)

## TOPIC GUIDE

The Topic Guide allows you to locate articles by searching in an index or by exploring a hierarchical subject directory.

[Basic](#) [Advanced](#) [Topics](#) [Publications](#) [My Research](#) 0 marked items

[Databases selected:](#) Gold Full Text Periodicals

**Topic Guide** – powered by ProQuest® Smart Search

[Find Term](#)

Suggest topics (enter keywords) [About](#)

Look up topics A-Z (enter subject, company/org, location, person) [About](#)

Look up a ProQuest topic by entering a term above.

Enter a term and select **Suggest Topics**, click **Find Term**. ProQuest will suggest topics similar to the term you have entered or enter a term and select **Look Up Topics A-Z**, click **Find Term**. You will see the term that most closely matches your search term. You can view articles, select a filtering tab, navigate to another page or narrow the search by selected topics.

## RESULTS

Click on the article's title to view the best-available format. Click on the icon to view the article in the corresponding format.

## Results

Results – powered by ProQuest® Smart Search

**Narrow your results by:** [Topic](#) | [Date](#) | [Publication](#) | [About](#)

[Nonfiction](#)  
[Exegesis & hermeneutics](#)  
[Christianity](#)  
[Theology](#)

1-8 of 56 (sorted by number of documents)

225 documents found for: Bible AND Judaism >> [Refine Search](#) | [Set Up Alert](#)

[All sources](#) | [Scholarly Journals](#) | [Magazines](#) | [Trade Publications](#)

Mark all [0](#) marked items: [Email](#) / [Cite](#) / [Export](#)

- 1. Father & Son?**  
*Jack Miles. Commonwealth.* New York: Mar 10, 2006. Vol. 133, Iss. 5, p. 24 (4 pages)  
[Text+Graphics](#) [Page Image - PDF](#) [Abstract](#)
- 2. To Heal a Fractured World: The Ethics of Responsibility**  
*David B Levy. Library Journal.* New York: Oct 1, 2005. Vol. 130, Iss. 16, p. 86 (1 page)  
[Full text](#) [Page Image - PDF](#) [Abstract](#)
- 3. Defender of The Faith**  
*Michael Potemra. National Review.* New York: Mar 28, 2005. Vol. 57, Iss. 5, p. 45 (2 pages)  
[Text+Graphics](#) [Page Image - PDF](#) [Abstract](#)
- 4. Best of intentions**  
*Harvey Cox. The Christian Century.* Chicago: Nov 30, 2004. Vol. 121, Iss. 24, p. 32 (7 pages)  
[Full text](#) [Page Image - PDF](#) [Abstract](#)

**Mark Articles.** To keep a list of articles you found useful, click in the box next to the article title. It will be added to My Research.

**Filtering Results.** The tabs on the Results page allow you to view subsets of the articles retrieved. This could include: all sources, scholarly journals, magazines, trade publications, and newspapers. You can also filter by full text and sort your results from this screen.

**Refine Your Search.** Once you perform a search, you will see a list of suggested topics from the Topic Guide. Suggested Topics appear in order by relevance and often contain pairs of index terms to help focus results. When you click on one of these topics, a new search is performed and you can **Narrow Your Results** by topic, date, or publication. The **Browse Suggested Publications** option lets you select a publication relevant to the terms you entered in the search field.

## MY RESEARCH

From My Research you can view your documents, your searches, and the publications you have visited. You can **Create Your Bibliography** to email, print, or download using a selected citation style. You can also **Email Marked Documents** or **Export Citations** to EndNote, Procite, Reference Manager, or RefWorks.

## PRINT or EMAIL

Click on **Print in Document View** and the article will change to a printer friendly format and the print dialog box will open. If the article is in a PDF format, you will need to print it from within Adobe Acrobat Reader. To email, click on EMAIL. Fill in the email from that appears.