

**UNIVERSITY OF PRETORIA**  
**Dept of Library Services**  
**Constructing Search Strategies**  
**2012**



**100**  
1908 - 2008



**UNIVERSITEIT VAN PRETORIA**  
**UNIVERSITY OF PRETORIA**  
**YUNIBESITHI YA PRETORIA**

Denkleiers • Leading Minds • Dikgopolo tša Dihalefi

# HOW TO FIND INFORMATION

## There are only 2 ways to find information:

### 1. One has a topic, eg:

*The Role of NGO's in Teacher assessment*

### 2. One has a reference, eg:

HUNZICKER, J., 2011. Effective Professional Development for Teachers: A Checklist. *Professional Development in Education*, **37**(2), pp. 177-179.



# Finding Information on a Topic:

## There are only 3 ways to find material:

### 1. Find references on the topic:

*Search our different databases or/and Google Scholar*

### 2. Find the articles/books referred to in the references:

*Journals@UP (database for full text articles)*

*UPexplore (our library catalogue: books)*

### 3. Interlending if we do not have the material at UP



# How to search academic databases

- \* **Search foundations: Boolean Logic**
- \* **Converting topics into keywords**
- \* **Creating keyword tables**

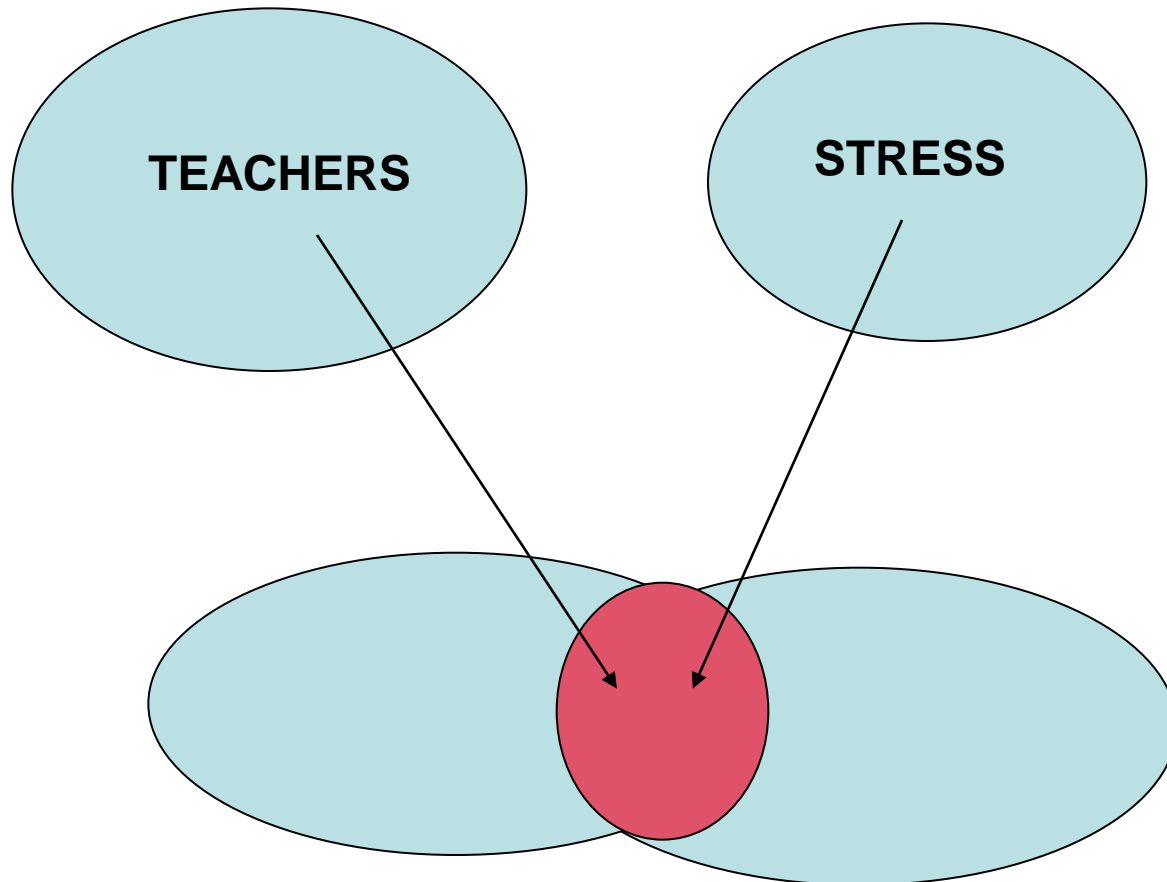


# BOOLEAN LOGIC:

**“AND”**

*eg. Teachers and Stress*

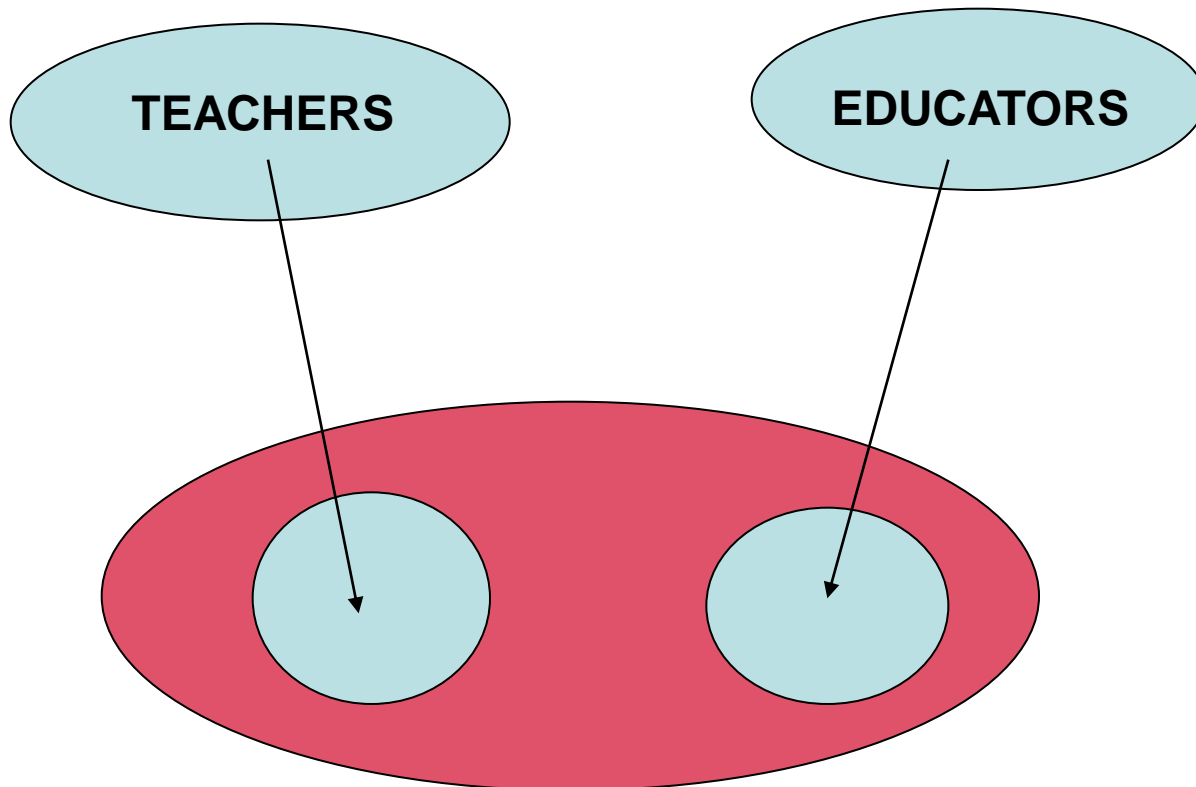
retrieves records containing **BOTH** *teachers* and *stress*



**“OR”**

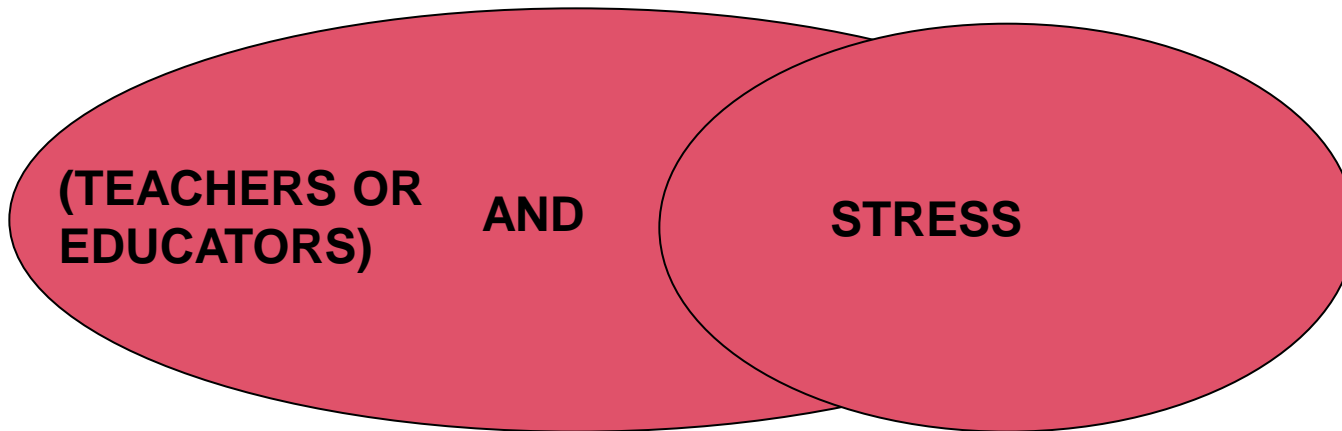
*eg. Teachers or Educators*

retrieves records containing **EITHER** *teachers, educators, or both*

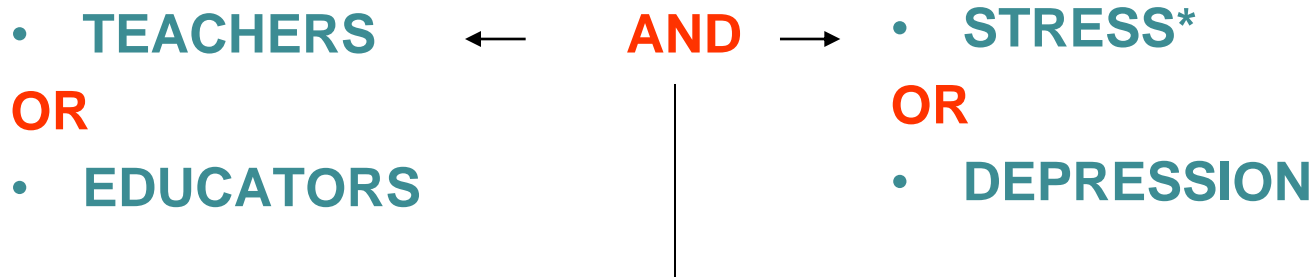


# USING 'AND' AND 'OR' TOGETHER: eg. *(Teachers or Educators) and Stress*

retrieves records containing EITHER *teachers and stress*, OR *educators and stress*



# GROUP SIMILAR TERMS TOGETHER IN A TABLE:



USE “OR” WITHIN A COLUMN,  
USE “AND” ACROSS COLUMNS

Use the asterisk \* for truncation (the question mark ? in all Sabinet databases)

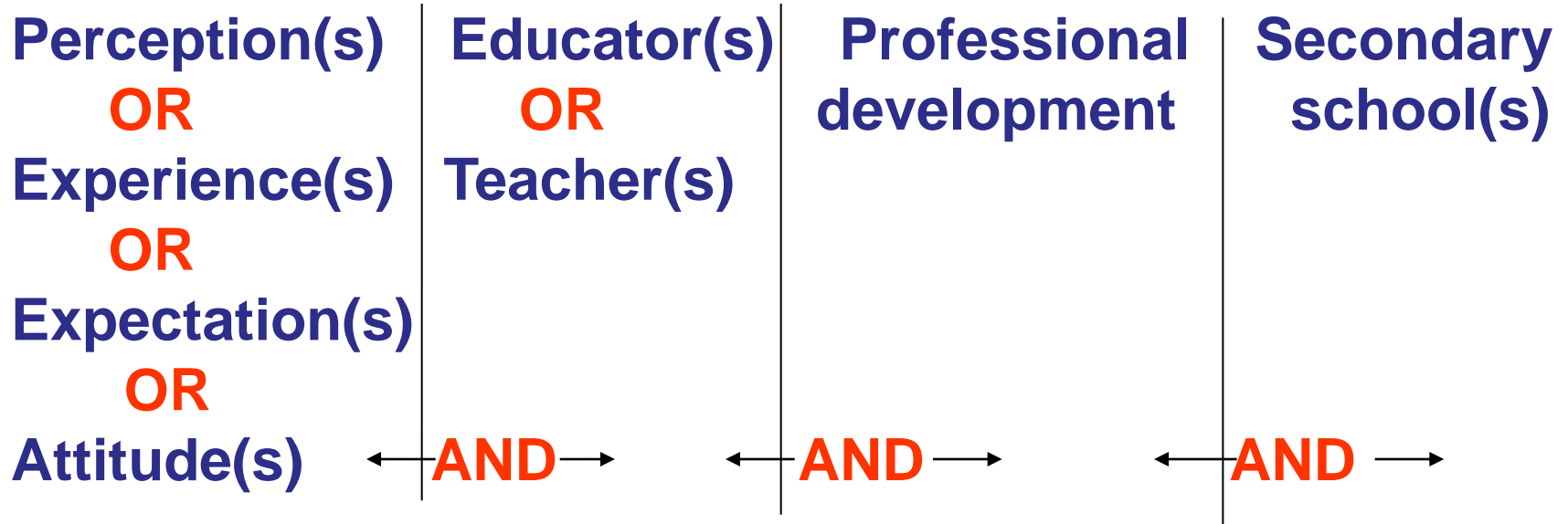
# Converting topics into keywords, and Creating keyword tables

## EXAMPLE:

The perceptions, experiences and expectations of  
educators about professional development in  
secondary schools



# KEYWORD TABLE



# SEARCH TERMS CONVERTED TO A BOOLEAN SEARCH STRATEGY

**(perception\* OR experience\* OR expectation\* OR attitude\*) AND (educator\* OR teacher\*) AND (professional development) AND (secondary school\*)**

