

# EBSCO Databases

Academic and business databases available via Concordia's Library Technology Center (LTC)  
(including citations and some full text)

**Academic Search Premier:** Most areas of academic study with some information dating back to 1975.  
**ATLA Religion Database with ATLASerials:** Combines the ATLA religion index (to journal articles, book reviews, and collections of essays in all fields of religion) with ATLA's online collection of major religion and theology journals.  
**Business Source Premier:** Most areas of business dating back to 1922. Also offers country economic reports and company profiles.  
**MasterFILE Premier:** General interest subject areas in the form of full-text reference books, biographies, primary source documents, and images.  
**Regional Business News:** Business journals, newspapers and newswires from metro and rural areas within the United States.  
**Library, Information Science & Technology Abstracts:** Indexes 600+ periodicals, plus books, research reports and proceedings. Subject coverage includes librarianship, classification, cataloging, bibliometrics, online information retrieval, information management, etc.

## Accessing EBSCO

- °Go to the CSP LTC page: <http://www.csp.edu/library/>
- °Click on *Research Resources*, Click on *Databases*, Select an EBSCOhost database from the list of databases (see database titles in the box above).
- °{Optional:To search multiple EBSCOhost databases simultaneously, use the *Choose Databases* tab at the top of the screen.}
- °Concordia's **off-campus users** will need to use their Concordia network username and password to access the databases.

## Searching EBSCO

- °Choose a **basic** or an **advanced** search.
- °A keyword search is the default for both Basic and Advanced searches.
  - Basic:** Enter your term or phrase in the *Find* box and click *Search*.
  - Advanced:** Enter your terms or phrases in the Find boxes. Select the fields (subject terms, author, title, all text, etc.) in which you would like to search for each term/phrase by using the dropdown box or by typing in the field codes before your terms. If something from the dropdown box is not chosen, EBSCO will search the default fields (article title, article subject heading, article author, abstract).
- °In addition to the keyword search option, each database also has other options listed as subsections of a search tab. Academic Search Premier, for example, can also—in addition to keywords—search/browse *publications*, *subject terms*, *indexes*, *cited references*, and *images*.
- °For more options, use **Refine Search**:
  - Limiters:** Limit your search by specifying only full text, references available, scholarly journals, date, etc.
  - Expanders:** Expand your search by broadening the fields included, searching the full text, automatically combining terms with “and”, and searching for related words.
- °Also consider the following:
  - Combine terms using **Boolean operators** (and, or, not)
  - Truncate terms using an asterisk \*
  - Introduce wildcards with a question mark ?
  - Group terms using parentheses ( )
  - Pay attention to the suggested subject terms in the yellow box on the lefthand side of the results pages. These subject terms can help to make your searches more efficient. Either click on the subject term link itself for a new list of articles or use the suggested subject terms when constructing another search.

## Results


### Adding Results to Folder

°From the **Result List**, you may add articles/citations for saving, emailing, or printing by clicking the *Add* icon on the right. Once the items are added to your folder, you may view your folder by clicking on the *My Folder has items* icon.

°If you want to access your folder of saved information after your current search session, you may use **My EBSCOhost**. See below for more information about My EBSCOhost.

### Viewing Results

°From the **Result List**, click on the title to view the record. This will include the citation information, abstract, and full text if available. You may also use the **PDF Full Text** or **HTML Full Text** links to view the text of the article. PDF displays the text using Adobe Acrobat Reader and looks the way it originally appeared in the print publication, including any graphics.

°For articles that do not have full text, use the  tool to find out if the Library has access to the publication in another way. If access to the article is not available in another way via the Concordia Library Technology Center, try our Article Linker tool's other suggestions (including Interlibrary Loan).

## My EBSCOhost: Special Features

Once you have created a personal My EBSCOhost account, a number of special features are available to you. They allow you to review information you have already found and continue searching for recently updated information in your chosen subject area.

### In **Basic and Advanced Search** mode:

°View information in folders (including *Result List Items*, *Persistent Links to Searches*, *Saved Searches*, *Search Alerts*, *Journal Alerts*, and *Web Pages*) at a later date

°Revise saved searches; edit alerts

°Build a web page using your folder contents

### In **Advanced Search** mode:

°Using the *Search History/Alerts* tab you may

-Print Search History

-Retrieve Searches

-Retrieve Alerts

-Save Searches/Alerts

-Clear Search History

## Print/Email/Save

Use the *Print*, *Email*, and *Save* links/icons at the top of the page to print, email, or save your citation or article. If printing a record that has available full text, specify (after clicking on the *Print* link) whether you want to print the just the citation, brief citation and abstract, detailed citation and abstract, or full text.

## Help

°Click on the *Help* link (upper right corner) to browse EBSCOhost's help menu.

°Contact a **reference librarian** by phone (651-641-8812) or by email ([reference@csp.edu](mailto:reference@csp.edu)).