

Search Tips for Using ProQuest

- Use "quotation marks" to search for exact phrases such as titles, quotations, proper names
- 2 word queries (such as circus elephant) are searched as an exact phrase by default
- 3 word queries (such as new york orchestra) are searched as words that need to appear in proximity to each other by default

Truncation and Wildcard Characters

- * The symbol * is used to truncate words in order to find all forms of a word.
*For example, searching for **econom*** will find "economy", "economics", "economical"*
- ? The symbol ? is used to replace any single character within a word (but not the first)
*For example, searching for "**wom?n**" will find "woman" and "women." Searching for "**t?re**" will find "tire", "tyre", "tore", etc.*

Boolean Operators used to broaden and narrow a search

AND AND will narrow a search by finding documents in which all the search words occur in the same paragraph (within approx. 1000 characters) or in the citation.
*Example: televisions **AND** high definition*

AND Find documents which have the first word, but not the second word.

NOT *Example: televisions **AND NOT** plasma*

OR OR will broaden a search by finding any of the search words in a document.
*Example: plasma **OR** LCD*

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*Example: plasma **OR** LCD*