

SEARCHING FOR ARTICLES IN *PROQUEST CENTRAL K12* AND *STUDENT RESOURCES IN CONTEST*

To more efficiently find **only newspaper and magazine articles that were published 2000 or after** (the requirements in this project for the four database articles), do the following in the two databases:

SEARCHING FOR ARTICLES IN *PROQUEST CENTRAL K12*:

- Click on Advanced Search. Enter your topic in the search box.
- Scroll down to Publication Date. Click on the arrow next to All Dates then select After This Date. Type 1999 for Year.
- Scroll down to the Source type box. Select just Magazines and Newspapers.
- Click on the green Search button.

SEARCHING FOR ARTICLES IN *STUDENT RESOURCES IN CONTEST*:

- Click on Advanced (black banner at the top).
- Enter your topic in the box to the right of Search for.
- Scroll down to Publication Date. Click After. Select 1999 for Year.
- Under Content Type, click on Magazines and on News. Click on the orange Search button.
- You will initially be seeing only three of each type. You must click separately on the News heading and then on the Magazines heading to see all of the results for each type.
- If there seem to be too many irrelevant articles appearing in the search results, open an article and see if there is a Related Searches section to the right. (If you don't see that section, try opening a few more articles.) If that section is there and your topic is listed under it, click on the topic. This is an easy way to narrow your search and get to more relevant articles.

ENTERING THOSE DATABASE ARTICLES IN *NOODLETOOLS*

- On the Sources page, click on **Create a new citation**.
- On the **Where is it?** screen, select **Database**.
- On the **What is it?** screen, select **Newspaper or Magazine**. To determine which one to select:
 - ProQuest Central K12*: Hover over the icon to the left of the article info on the Search Results screen to see if an article is from a newspaper or from a magazine.
 - Student Resources in Context*: Pay attention to the section the article is under (News or Magazines).
- Select *ProQuest Central K12* or *Student Resources in Context* from the **drop-down box for "My library's databases."**
- Enter the URL:
 - ProQuest Central K12*: Copy/paste the URL from the **address box** of the article you're entering.
 - Student Resources in Context*: Copy/paste the **Bookmark URL** (in black banner at top of page).
- Enter the source information:
 - ProQuest Central K12*: All of the information that you need can usually be found at the **top of the first page of the article** underneath the article title.
 - Student Resources in Context*: Look in **Citation Tools** (in the Tools box **to the right** of the article). If there is **no author's name** at the beginning of that citation, **check the beginning and end of the article** to make sure there isn't one given there. Be careful at the end of the article, however—do NOT get ANY information found in a Further Readings or Further Information section if there is one there.

REMINDERS ABOUT ENTERING SOURCES IN *NOODLETOOLS*

- **You can't enter what you don't know.** If, for example, you're not given an author's name, you have nothing to enter in that box in *NoodleTools*.
- Your entry is **NOT saved until** you click **Submit**.
- Hover over **yellow warning triangles** in order to see the message—the **program is trying to help** you (particularly with capitalization—which is FREQUENTLY incorrect in the databases).
- **Copying and pasting** cuts down on misspelling and on words being left out.
- After submitting the entry for an article found in a database, **ALWAYS IMMEDIATELY click on View Live Web Page** to make sure that you have a **working URL** that does link to the article.
- In a database citation, **article titles** are enclosed in **quotation marks**. **Magazine, newspaper, and book titles are in italics** (so are database names).
- The **date that you need to enter is the publication date**—**NOT** the access date (which is the current day's date that is found near the end of a database citation). If a publication date includes day, month, and year, the day might be listed first in that date (5 May 2015). **Don't overlook the day.**
- If a **page number** is given, it will most likely be **after the publication date**. If a **plus sign** follows the page number, **enter it** in the Start box along with the number (15+). Page numbers for newspaper articles may include letters—those must be entered in the Start box, too (B6). The Section box is used only when a section is identified by a word (e.g., Lifestyle instead of a letter).

ENTERING THE PRINT REFERENCE BOOK ARTICLE IN *NOODLETOOLS*

- On the Sources page, click on **Create a new citation**.
- On the **Where is it?** screen, select **Print or in-hand**.
- On the **What is it?** screen, select **Reference Source**.
- **Enter** all of the **source information** that you can find for this article. The title page/copyright page is stapled to your article. The majority of the information that you need is found on the **title page**—always get as much as you can from there first **then go to the copyright page**.

The **author's name** is not found in the same place for all of the sources from which you chose.

Look on the **title page** if you chose an article from *100 Most Unusual Diseases and Disorders* (one person wrote the entire book).

If you chose an article from either *Gale Encyclopedia of Medicine* or *Chronic Disorders*, look at the **end of the article** itself (the author's name (or names) could be before or after a resources section if there is one).

In *Human Diseases and Conditions*, there are multiple authors listed near the beginning of the book but no specific ones identified for the individual articles. To enter this source correctly, you would have to enter three of those authors' names. I'm allowing you a shortcut for this one and having you enter just the first author's name in that list—**Melissa Abramovitz**