



InfoTrac® Student Edition Search Tips

What do you want to know?

How to use InfoTrac Student Edition

Use your library's Internet browser to go to the *InfoTrac* URL. On the home page, you will find three search options:

- For common topics, **Subject Search** gives you the most results
- Use **Keyword Search** for less common words, such as proper names
- **Advanced Search** is best for finding something specific, such as the title of an article or name of an author

Tip: Read "Help" before you start.

SUBJECT SEARCH



Enter a subject and click "**Find.**" Tell the search where to look by clicking on one of these boxes: encyclopedias, magazines, maps, newspapers, reference or in all of these.

KEYWORD SEARCH



Type in the words you want to search for and click "**Find.**" Click on one or both of the two boxes, and you can search for the words in articles only and have your results list the best matches first.

ADVANCED SEARCH



First choose the index you want to search from the first column. Then enter the words you want to search for in the second column. Use **and**, **or**, **not** to connect your words, which can make the search broader (more results) or smaller (less results).

TOOLS



On the home page and during your search, you will find more tools to help you. They include:

- Dictionary
- Save List
- Tool Box
- Help

If you need further assistance with *InfoTrac® Student Edition*, please consult your librarian.



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