


Expanded Academic ASAP

Expanded Academic ASAP is a multidisciplinary database covering academic journals and popular magazines in Psychology, Sociology, Astronomy, History, Education, Literature, Current Events, Law and many other disciplines. A large percentage of the articles are available full-text in the database.

1. Go to the Library homepage (www.loyola.edu/library).
2. Click on **General/Reference** from the **Resources by Subject** box on the left-hand side of the page.
3. Click on **Expanded Academic ASAP**.
4. Click the **Proceed** button.
5. Select a search type on the left side bar (see "**Description of Search Types**" on the back of this page).
6. Type your search terms in the search box. Connect your terms using **AND**, **OR**, and **NOT**.
7. Use the **Limiters** to focus your search (optional):
 - Check "**article with text**" for ONLY articles that are available full text in this database. (Please note that this option is not recommended, as you may miss good sources that are not available full text in this database but which can be found either by using the  button to check other databases, or by requesting the article from another library).
 - Check "**refereed publications**" for articles that are "peer-reviewed" (generally scholarly).
 - Type a specific date (August 16 1999, 16 Aug 1999, 08/16/99, 19990816 -- don't use hyphens).
 - Type the title of a specific journal to search for articles published only in that journal.
8. Click the **Search** button next to the search box.
 - If you searched Keywords, Relevance or Advanced, you will see a list of citations matching your search criteria. Click the highlighted retrieval choices to view text, abstract or extended citation of the article.
 - If you searched Subject Guide, click the highlighted "see" or "view" links to subject headings or articles (text, abstract or citation).
9. To Print or Email articles or citation/abstracts, click the **Mark** box to the left of the citation(s) you want. Click **Display Mark List**, then click on **Print or E-mail**. For printing, submit your print request on the next page, then click on **Print** or select **Print** from **File** on the upper tool bar. To email, type in a valid e-mail address and click on the **Submit** button.

Note: If you have any questions at any point of your search, click Help located on the left sidebar.

Description of Search Types

- **Subject guide** - directs you to *categories* of articles that best meet your search criteria. Use the subject guide when you are looking for all articles that have been indexed under a known subject area. The subject guide can also give you ideas for other terms to use in your searching.
- **Relevance Search** - will retrieve citations (abstracts or text) to articles matching your search criteria. The articles are displayed in order of the "best" (numerically the most word matches) first.
- **Keyword Search** - will retrieve citations (abstracts/text) to articles that match your search terms to words in the articles. The articles are displayed chronologically, newest shown first.
- **Advanced Search** - allows the researcher to combine several search concepts (such as: keyword, author, subject). This search will retrieve citations (abstracts/text) to articles matching the search criteria you select. Each set of searches will retrieve a "retrieved list" indicated as r1, r2, etc. You can combine these terms in a separate search by typing r1 and r2 (or any other retrieval, i.e. r5, r7 etc.).