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Introduction to NWC Library Databases

1: Database Resources

The databases available via the NWC library are proprietary commercial databases that support academic subject interests in international relations, world affairs, economics, defense studies and news. Currently there are over 100 databases available through the Naval War College Library. Access to databases is through the **NWC Learning Commons** homepage on a networked computer, via Blackboard using your assigned credentials, or CAC authentication.
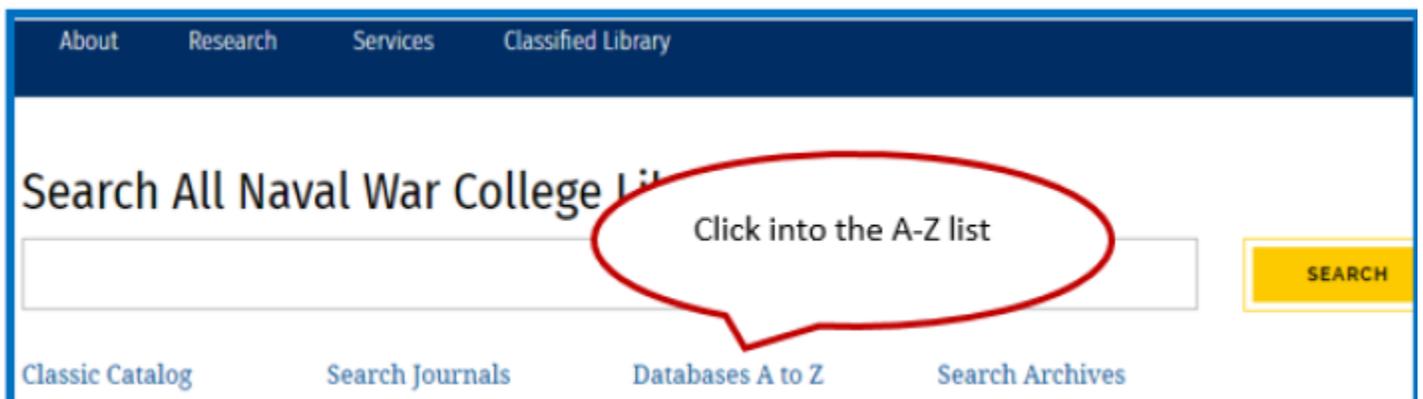
2: Locating the Databases

On the USNWC website, enter the Learning Commons from the tool bar. Enter via Blackboard or with a CAC when working remotely.

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Est. 1884
NEWPORT, RHODE ISLAND

Learning Commons   News & Media   Intranet   Blackboard

Click here when on campus

Use Blackboard for remote access

From the Learning Commons homepage, find the databases via the **Databases A-Z** list.

About   Research   Services   Classified Library

Search All Naval War College Li...

Click into the A-Z list

SEARCH

Classic Catalog   Search Journals   Databases A to Z   Search Archives

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3: The Databases A-Z List

The Databases A-Z is an alphabetical overview of all the subscription databases available from the NWC Library. There is descriptive information and the option to browse the list by subject.
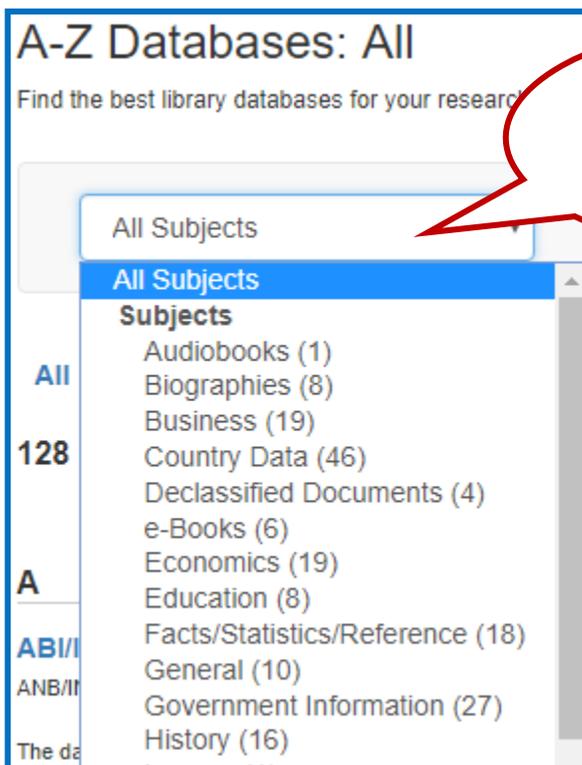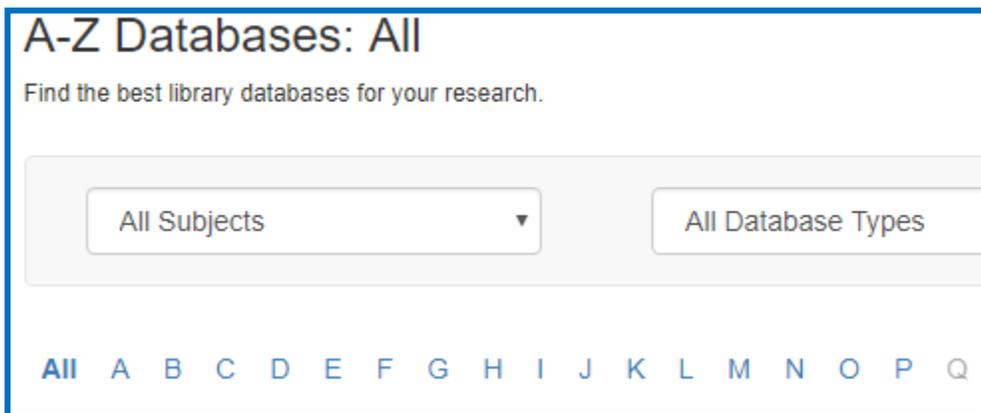
4: Suggested Databases by Subject

A: Finding Journal Articles
EBSCO Int'l Security & Counter-Terrorism Ref Center
EBSCO Military & Government Collection
Columbia International Affairs Online (CIAO)
JSTOR
ProQuest Central

B: Country Information
Armed Conflict Database
Business Monitior International
Jane's Online
Stratfor Worldview
Terrorism Research & Analysis Consortium (TRAC)

C: Economics
Business Monitor International
OECD

D: Military Data
Jane's Online
Military Balance

E: News & Intel
Global Newsbank
LexisNexis Academic
Stratfor Worldview

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5: Basic Searching

A single search box usually illustrates the initial option of a basic search. Many databases offer discovery options to refine resources using limiter and facet tools from the results list.

6: Advanced Searching & Drop-down Menus

Advanced searching introduces the option of having more than one element or field in the search. The right side of the advanced search form usually has a drop-down menu with the options to add the search fields. An advanced search box usually has drop-down menus for Boolean operators on the left side of the form.
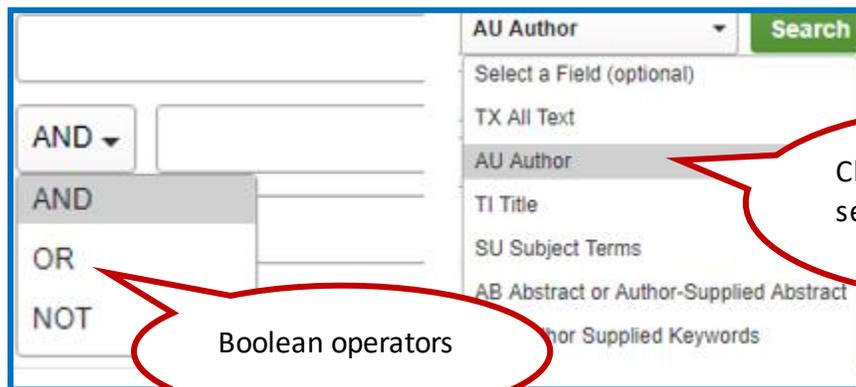
Advanced Search

Look for an advanced search option

Some databases default to an **Advanced Search**.

AU Author

AND Select a Field (option...

AND Select a Field (option...

Drop-down for Boolean operators

Drop-down for search fields

AU Author   Search

Select a Field (optional)

TX All Text

AU Author

TI Title

SU Subject Terms

AB Abstract or Author-Supplied Abstract

AND

AND

OR

NOT

Author Supplied Keywords

Choose various search fields

Boolean operators

7: Boolean Searching

Boolean is the most basic search tool using the operators AND, NOT, and OR. You can use a Boolean operator in a drop-down menu or on a single search line. Examples of Boolean searches are:

Iraq AND Taliban

Osprey NOT bird

Myanmar OR Burma

8: Quotation Marks

Most databases will search two keywords together as a phrase. For phrases that are more than two words, it is recommended to use quotation marks to consistently search the words as a phrase if that is the desired result.

"network centric warfare"

9: Truncation

Truncation allows you to use the root of a word to retrieve variations of the word. The asterisk (*) is usually the truncation symbol. Searching on **nav*** will retrieve instances of the words navy, naval, navies, and navigation. If you want to leave out a search term, use the Boolean operator NOT (nav* NOT navigation). Always consult the *Help Pages* of the database to confirm what their truncation symbol is.

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10: Proximity Searching

Word proximity brings keywords closer together increasing the relevance of the search results. Proximity uses an operator and a random number to bring words closer together within the content. In *EBSCOhost* databases and *ProQuest* the proximity operator is **N** for near.

In *ProQuest Central*, the proximity operator is an N <u>followed by a slash</u> and a number.   The number can be any random number, but lower numbers bring the keywords closer together in the final results.

   (Myanmar OR Burma) N/10 "transnational crime"

In the *EBSCOhost* databases, there is <u>no slash used after the N</u>.

   (Myanmar OR Burma) N10 "transnational crime"
   cybercrime N10 security
   cybercrime N10 policy

The symbol for word proximity in *JSTOR* is a tilde after the words. The keywords are enclosed in quotation marks. Note that there is no space between the closing quotation mark and the tilde. Directly following the tilde is a random number. Always experiment with the numbers depending on the results you are getting.

   "Philippines film"~25
   "kurds history"~20

   TIP** Experiment with various proximity numbers. Just because two terms do not occur within ten words of each other doesn't mean that those words will not occur within 20, 25, or more words of each other.

11: Emailing

EBSCO and *ProQuest Central* have the option of emailing PDF or HTML content directly into your NWC or personal email account with the citation. This reduces printing costs. Consider getting into the habit of emailing materials from these databases to yourself. These items can then be saved to *Goodreader* and kept indefinitely.

12: Citations & Permalinks

EBSCO, *ProQuest Central* and *JSTOR* have citations and permalinks/stable URLs visible as part of the bibliographic detail with the items. Make it a practice to save these details in *RefWorks*, a *Word* document, or print them on 3x5 cards. Take a clue from *NIKE* and JUST DO IT. When you are in a database that does not make the bibliographic detail visible, make a detailed note or manually enter the information into *RefWorks*.

13: A Note About eBooks

The NWC Library has access to eBook content from five different platforms. These eBook platforms vary slightly in the way they function. *EBSCOhost* allows you to email content and a citation directly from the database into your NWC or home email. This is a great option because you can then keep the content in *Goodreader*. *EBook Central* from *ProQuest* will prompt you to format chosen content as a PDF and save it. Instructions for using the eBooks can be found in the *Help Research Guide*, and you can always talk to a reference librarian for assistance.

14: Personal User Accounts

Some databases provide the option to create a personal user account. Generally, the advantages to establishing personal user accounts will include being able to save searches and documents, or place material on a bookshelf. Some databases allow you to create *alerts*. Look around on the landing page in a database for a link to *Log in*, usually in the upper right hand corner. You must be authenticated into the library via Blackboard, CAC, or working from a networked computer to create a personal user account.

Databases where you might consider establishing a personal user account include *EBSCO* databases, *Jane's*, *JSTOR*, and *ProQuest* Central.

15: RefWorks

RefWorks is a bibliographic management tool that is available to NWC via *Summon Power Search*. *RefWorks* is a personal user account that provides space for keeping folders by topic, class or assignment. Folders can be used to create bibliographies or works cited pages. Start by creating an account from *Summon Power Search*. The NWC Reference Librarians have created an instruction handout that can be emailed to you, or found in the *Help & Instruction LibGuide*. There is also an instructional PowerPoint on the *Panopto* platform in the *NWC Library Instruction* folder. *Panopto* is available via Blackboard, and a reference librarian can direct you to the *NWC Library Instruction* folder with a link.
  TIP** Select databases let you save directly to *RefWorks*.

16: Help Pages

Some databases offer an index of help topics. These help topics offer self-instruction on the details of using the database. *Help* pages are usually located with via a link and the word *Help*, or a question mark. Databases that offer *Help* instructions are *EBSCO* databases, *Jane's*, *JSTOR*, *LexisNexis*, *ProQuest Central* and the *Terrorism, Research & Analysis Consortium* (TRAC).

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17: Summon Power Search

Materials from most of the subscription databases are discoverable searching the integrated *Summon Power Search*. Deciding to use *Summon* for comprehensive searching versus working in individual databases is a matter of personal preference.

TIPS

* Brainstorm & make a list of terminology related to your subject. These terms become your keywords.
* Experiment with all your keywords in your searching.
* Always keep citation notes on selected material.
* Establish a *RefWorks* account.
* Email content to yourself in databases that have the option (*EBSCO* & *ProQuest*).
* Talk to the Reference Librarians early.
* Get a keytag and learn about Interlibrary Loan.
* Look for *NWC Library Instruction* classes and attend them.

For Further Assistance,
Contact a Reference Librarian at
libref@usnwc.edu