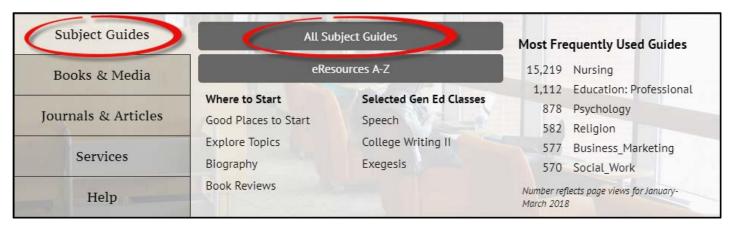
Communication & Mass Media Complete Help Guide

Navigation

Step 1: Access the Benner Library homepage at library.olivet.edu.

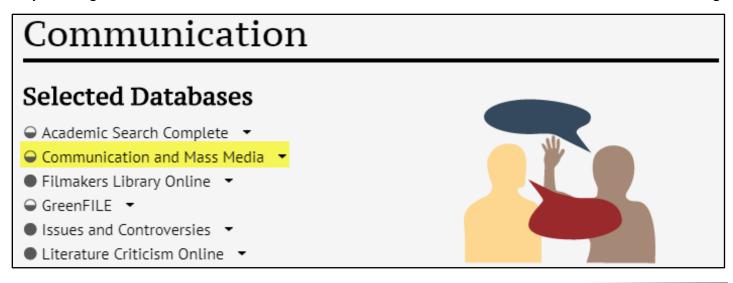
Step 2: Click on "Subject Guides" and then "All Subject Guides."



Step 3: Click on the "Communication" subject guide.

Subject Guides These guides include databases, links and tutorials.		
Art & Digital Media	Education: Professional	Music
Astronomy	Education: Special Education	News
Biblical Literature	Engineering	Nursing
Biography	English	Philosophy
Biology	Exercise & Sports Science	Physical Science
Book Reviews	Family & Consumer Sciences	Physics
Business & Marketing	French	Political Science
Careers	Geography	Primary Sources
Chemistry	Geology	Psychology
Christian Education	Good Places to Start	Reference
Christian Ministry	Health	Social Work
Communication	History	Sociology
Computer Science	Images & Multimedia	Spanish

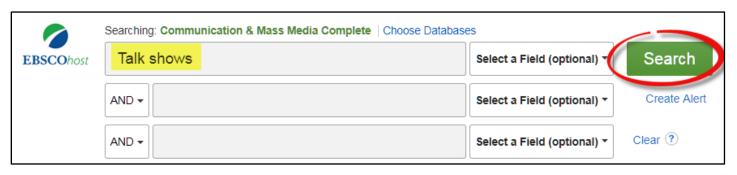
Step 4: Navigate to the "Communication and mass Media" database under the "Selected Databases" heading.



Finding Research in Communication & Mass Media Complete

Step 1: Type the search term. This example will use the search term "talk shows."

Step 2: Click "Search."

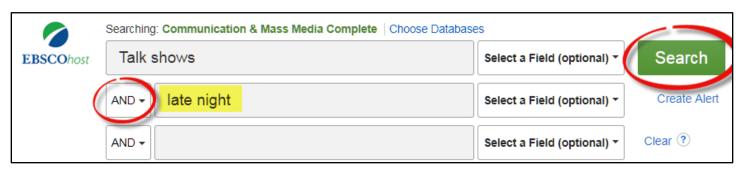


Narrow the search

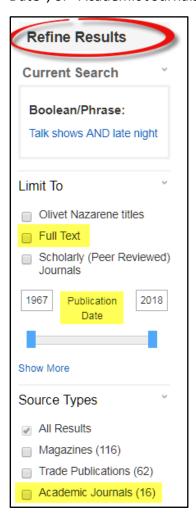
Step 1: Type the search term.

Step 2: Type the second search term in the second search box. "AND", "OR", or "NOT" can be selected in the dropdown list to either exclude or include terms in the search.

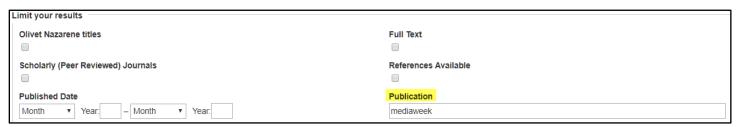
Step 3: Click "Search."



Step 4: Continue limiting the search with the options on the left side bar such as "Full Text", "Publication Date", or "Academic Journals."



Step 5: To search within a specific publication, type the name of the publication on the "Advanced Search" page before searching for the article.



Note: Boolean search term "And"- Combines search terms so that each search result contains ALL the keywords.

"Or"- Combines search terms so that each search result contains AT LEAST ONE keyword.

"Not" - Excludes terms so that each search result DOES NOT contain a specific word.

Expand the search

- **Step 1**: Type the search term.
- **Step 2**: Check one of the boxes in the "Search Modes and Expanders" section of advanced search options.

The "Apply related words" feature adds any other relevant words to the search (e.g. broadcasting, television, talk show hosts, etc.).

The "Also search within full text of the articles" feature allows the entire article to be searched for the keyword(s).

Likewise, the "Apply equivalent subjects" feature adds any other relevant subject to the search.



Step 3: Click "Search."

Questions?

Contact Pam Greenlee through the SGCS Librarians link under the "Help" tab on the Benner Library Home page

