

<http://scholar.google.com/>

Searching Google Scholar

Google Scholar searches for scholarly material including books, journal articles, conference papers, chapters, and theses on a wide range of subjects. Results are sorted by relevance, based on fulltext matching, where it was published, who wrote it, and how often it has been cited. Please note, the tips and tricks described in this guide are subject to change.

Default search settings include:

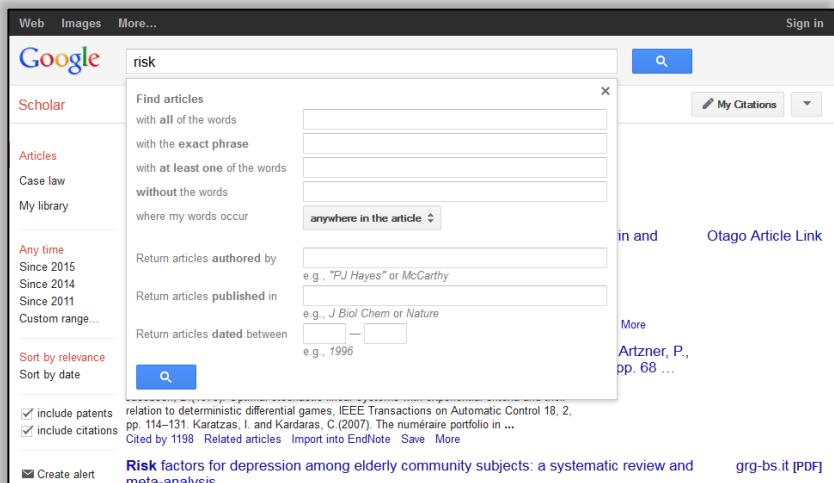
not case sensitive	capital letters of search terms are ignored
AND	search terms are automatically combined using AND
keyword	searches the fulltext of scholarly material, including citation and abstract

Options to refine your search include:

synonyms	Google automatically searches for matching and similar meaning words	tourism finds tourist
"phrase searching"	use quotation marks around phrases	"hearing loss"
OR	results include <i>either</i> search term. OR must be in capital letters	ipod OR mp3
exclude	use - immediately before a search term you want to exclude	ipod -itunes
include	use + immediately before automatically excluded search terms that you want included	+the
intitle:	finds results with your search term in the document title	intitle:mp3
author:	finds results with your search term as the document author	author:Jones
date range	to change from Any time , select an option from left side of the results screen	
document type	Choose Articles or Case law or My library , or deselect include patents	

Advanced Scholar Search

This screen offers further ways to refine your search, including searching within a specific publication.



The screenshot shows the Google Scholar Advanced Search interface. On the left, there's a sidebar with links for 'Web', 'Images', 'More...', 'Scholar', 'Articles', 'Case law', 'My library', and date range filters ('Any time', 'Since 2015', 'Since 2014', 'Since 2011', 'Custom range...'). Below that are 'Sort by relevance' and 'Sort by date' options, along with checkboxes for 'include patents' and 'include citations'. The main search area has several input fields: 'Find articles with all the words', 'with the exact phrase', 'with at least one of the words', 'without the words', 'where my words occur' (set to 'anywhere in the article'), 'Return articles authored by' (with an example 'e.g., "PJ Hayes" or McCarthy'), 'Return articles published in' (with an example 'e.g., J Biol Chem or Nature'), and 'Return articles dated between' (with an example 'e.g., 1996'). At the bottom, there's a note about a related article and a link to 'grg-bs.it [PDF]'. A 'Sign in' button is in the top right corner.

Click the arrow at the end of the search box to view the Advanced Scholar Search options.

For search tips click **About Google Scholar** then click **Search** for **Search Tips** on finding recent papers, and better results.

Locating fulltext via Otago Article Link

To search Google Scholar and locate fulltext via Otago Article Link;

1. Go to the **Library home page** <http://www.otago.ac.nz/library>
2. Click **Article Databases**
3. Click **Google Scholar** in the list of **Popular Databases** on the right side of the screen
4. Log in to Ezproxy with your University of Otago username and password

Note: If **Otago Article Link** does not display, click the **Settings** icon and click **Library Links** then enter *University of Otago* and click **Find Library**. Select (tick) all the University of Otago options that display then click **Save**.

Interpreting the results screen

The screenshot shows a Google Scholar search results page for the query "apples and oranges". Two specific citations are highlighted:

- [CITATION] Comparing apples and oranges**
EH Blackstone - *The Journal of Thoracic and Cardiovascular Surgery*, 2002 - Mosby
Cited by 422 Related articles All 7 versions Web of Science: 354 Import into EndNote Save More
- [PDF] Endoscopic management of bile duct stones;(apples and oranges).**
PB Cotton *Gut*, 1984 - gut.bmjjournals.org

Annotations with arrows point from the following elements:

- An arrow points from the "Link to other results, found by Google Scholar, that have cited this document" annotation to the "Cited by 422" link in the first citation.
- An arrow points from the "Link to other versions of this document found by Google Scholar" annotation to the "All 7 versions" link in the first citation.
- An arrow points from the "Otago Article Link" label to the "bmj.com [PDF]" link in the second citation.
- An arrow points from the "Otago Article Link" label to the "University of Otago Library" search interface on the right.
- A callout box labeled "'Settings'" points to the "Settings" icon in the top right corner of the Google Scholar sidebar.

The "Otago Article Link" interface on the right shows the result for "Ontology of folksonomy" by Thomas T Gruber, with links to "Available Online" and "Full text available at: Gale Cengage Academic OneFile Show license".

Importing citations into EndNote

Before you begin searching:

1. Click the **Settings** icon and scroll down to the bottom of the screen
2. In the **Bibliography Manager** section, click **Show links to import citations into...**
3. Use the pull-down list to select **EndNote**
4. Click **Save**

When EndNote has been set as the preferred Bibliography Manager:

1. Enter your search terms and click **Search**
2. From the results, identify which citation you want to import into EndNote
3. Click **Import into EndNote** - a 'File Download' box will appear
4. Click **Open** and the citation will appear in your selected EndNote library

Creating email alerts

To create an email alert to let you know when new material on your topic has been added;
Either:

1. Search your topic then click the **Create email alert** icon
2. Check the **Alert query details**, then enter your **email address** and click **Create alert**

Or:

1. Click the **Alerts** icon on Google Scholar's front page
2. Sign in to your Google account (it is free to set up an account)
3. Click **Create alert** and fill in the alert details, then click **Create alert**