



J. Sargeant Reynolds Community College Libraries

Your first stop for information and research needs!

Online Search Techniques Worksheet

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1	Get a rough idea .	(Write your idea here)		
2	Think of the specific question you want to answer.	(Write your question here)		
3	From your question above, circle the keywords to use in your search			
4	Write each keyword in its own column.		AND	AND
5	Write any synonyms or related terms for each keyword in the appropriate column.	OR	OR	OR

6. For each of the **truncated** (root word) search terms listed below, provide some **search terms** that would be found or retrieved from this truncation strategy.

a. **child*** will find: _____

b. **educat*** will find: _____