



## J. Sargeant Reynolds Community College Libraries

Your first stop for information and research needs!

### Online Search Techniques Worksheet

Last updated 6/6/2012.

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