

How to Search America: History & Life an OhioLINK research database



Ohio Dominican University Library

What is America: History & Life?

America: History & Life covers the history and culture of the United States and Canada from prehistory to the present. It indexes over 2,000 journals published worldwide. Covers 1964 – present.

*For non-U.S. history, use the *Historical Abstracts* database.

You are using an OhioLINK OSearch database if you see the OSearch name in the upper right corner of your screen. Some other OhioLINK research databases are:

- **Historical Abstracts**
- **Contemporary Women's Issues 1992–Present**
- **Humanities Abstracts**
- **ATLA Religion Database**

Step 1. Connect to the database

- Connect to the ODU Library homepage: <http://www.ohiodominican.edu/library>
- From the Library's homepage, follow these links:

Articles in Databases → Click on **History** → **America: History & Life**

Step 2. Start Your Search


1. **To search by Keyword:** Use the search box to enter your search term(s). The default search for this database is a keyword search in "all fields" of the records.
 - Type a single word or phrase
Example: elections
Example: civil rights
 - Type AND to narrow your search or use OR to broaden your search
Example: unions and women
- Finds items that contain **both** the words "unions" and "women"
Example: college or university
- Finds items that contain **either** "college" or "university"
 - Type a **dollar sign** (\$) to search for different endings of a word
Example: politic\$
- Finds "politic," "politics," "political," "politician," etc.
2. **To search by Author:** Select Authors from the drop-down menu next to the search box and type the name in the search box:
Example: baumstein, paschal
- Finds articles written only by Paschal Baumstein
3. **To search by words in Journal title, or Article or Book title:** Make your selection from the drop-down menu next to the search box and type in your words in the search box.
4. If you wish to use multiple search boxes, click on **More search boxes** and add your terms.
5. If you would like to limit your search, click on **Show limit options** (see Step 3: Limit Your Search).
6. Click on the **Submit Search** button.

Step 3. Limit Your Search



To determine what limit options are available, click on **Show limit options**, below your search box.

You can LIMIT your search by:	Example:
Language	English
Article Type	Article
Year (of article publication)	1995 - 2003
Time Period (discussed in article)	1850-1859

Step 4. Review & Locate Your Articles

1. Click on an **article's title** to view the article citation, which will include a useful summary of the article.
2. Click on  **Find It!** near the article title to see if the article is available in full text online in the OLinks pop-up window. Follow these steps:
 - A. If the article is available in full text, you will see a link for full text on the left side in your pop-up window, for example: [View full text of this article in the EJC](#). Click on the link and follow the prompts for full text.
 - B. If the above full-text link is NOT displayed on the screen, then click on the link [Search by title in the Ohio Dominican University Library Catalog](#) to search for the journal title in the **ODU Library Catalog** using a Title search.
If the journal is in our library, then use the ODU Library Catalog to:
 - 1) make sure the VOLUME & ISSUE NUMBERS you need are available
 - 2) note the journal's LOCATION.
 - C. If the journal in which the article is published is NOT in our library, then return to your options in the pop-up-window and click on "**View Inter-library Loan Options**" so that you can do an Interlibrary Loan Request to obtain a copy of the article (allow 3-10 days for processing). For more information on interlibrary loans, visit the library homepage and click on **Access Services**, then **Interlibrary Loan**.
3. Use the **Prev | Next** links at the top of the results list to move from one page of results to another.

Step 5. Storing, Printing, Downloading, & Emailing Your Article Records

1. Click on  **Store** or  **Store this Record** near the article title to mark a record for storing. Then click on [Results List](#) (near the top of the screen) to go back to your list of records.
2. Click on [Stored Records](#) near the top of the screen on your results page to review, print, or email what you've stored.
3. From the Stored Records screen, you can view, print, download, email, or export your article records. Follow the prompts to complete this process.

For more help or to use some of the database's advanced search features,
click on **Tips, Help, and Chat** near the top of the database search screen.
Or contact a Reference Librarian: tel. (614) 251-458, toll-free (888) 681-8044,
email refdesk@ohiodominican.edu.