



Google Scholar: tips & tricks

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:

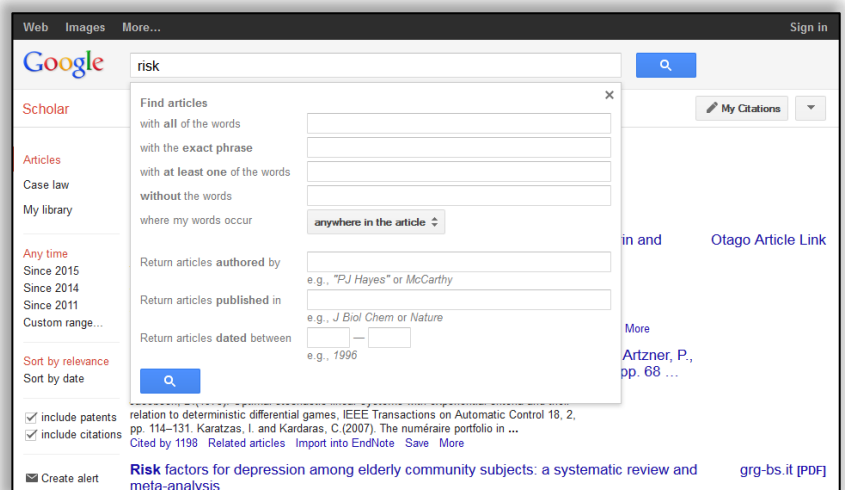
synonyms	use ~ (the tilde symbol) immediately before a search term to include synonyms	~tourism
“phrase searching”	use quotation marks around phrases	“hearing loss”
OR	results include <i>either</i> search term. OR must be in capital letters	ipod OR mp3
exclude	use – immediately before a search term you 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 anytime , select an option from left side of the results screen	
document type	to change from articles and patents , either click Legal documents or deselect include patents	

Advanced Scholar Search

The **Advanced Scholar Search** screen offers further ways to refine your search, including searching within a specific publication.

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.



Interpreting the results screen

The screenshot shows a Google Scholar search for "apples and oranges" with approximately 30,700 results. A dropdown menu is open under "My Citations", showing options for "Metrics", "Settings", and "Advanced search". A callout box labeled "Settings" points to the "Settings" option in the menu. Another callout box labeled "Link to other results, found by Google Scholar, that have cited this document" points to the "Cited by 422" link. A third callout box labeled "Link to other versions of this document found by Google Scholar" points to the "All 7 versions" link.

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**