Kā tautoko ako
Academic Support Services

Find articles in Proquest Central database

Find Proquest Central

1. Begin at My Ara:  https://myday.ara.ac.nz/

2. Click on Primo Library Search

3. Click on Databases

4. Click on Proquest Central

5. Use your network username and password to log in if you are prompted.

6. Select: Advanced Search

Search tips

Use * to find words with different endings e.g. program* finds programme, programmes, program, programs, programming.

Use speech marks to search on a phrase e.g. "social media"

Use OR to search on words of similar meaning (synonyms) e.g. "social media" OR facebook OR twitter

Use NOT to exclude items e.g. “social media” NOT twitter
Enter your search strategy

a. Enter your search terms with each aspect or topic on a separate line.

b. Click on **Add a row** if you want to further define your search.

c. Click on **Search**.

Refine your search

Apply any of the following filters in the left column if required.

a. Tick **Full Text** (but not if you are doing a [literature review](#) as this can limit your results too much.)

b. Tick **Peer Reviewed Journals** if you need articles that have been checked by experts in the subject. (Check with your tutor).

c. Add a **custom date range** if required.

d. Click on **Apply**.
Select useful articles from your results list

Tick next to any title to save items to your folder to print off or email to yourself.

Find your folder of items in the top right of your screen.

To Print or email your saved items

a. Click on the folder in the top right.

b. Tick the items to print or email.

c. Click Print or Email as needed.
Find your search history

a. Click on Recent searches in the top right.

b. This is useful if your tutor wants evidence of the search strategy you used to increase the relevance of your search. In the example below the search terms, Boolean operators, peer reviewed and date range limiters have been applied to reduce the results from 38,177 general items to 327 focused items.

For further assistance

- Ask at the Library, Christchurch, Madras St. Campus
- Ring (03) 9408089 or 0800 24 24 76 and ask for the Library
- Email: library@ara.ac.nz