

## How to Search *CJPI Online*

*CJPI Online* is the online version of the printed index. Unlike the printed index, in this database, some articles have their abstracts or full-text available besides their citations.

### Search by Word

Basic Search---enter a word or phrase (if the phrase has more than two words, enclose it in quotation marks), click on search. You can use AND, OR, NOT to combine multiple search terms. Besides limiting your search to a certain publication type (newspaper, periodical), you can also specify a date range to search in (1997-present is the default setting).

Advanced---enter a word or phrase, select a search field (such as author, title, periodical name) from the drop-down menu at the right of the screen, select an operator (AND, NOT, OR), type another word or phrase, repeat step two. If you want to add another term, repeat the above steps. You can limit your search by article type (such as interview or editorial), publication type (periodical, newspaper), and time frame.

Search Result: a list of matching articles displayed in reverse chronological order. Click on the article title to display the article in the best format available (text+graphics® full text® page image® citation/abstract). To display the article in specific available format, click on the format icon (the legend at the bottom of the screen explains the format icons).

To mark an article, click on the check box to left of the article's title, to view the articles you have marked, click on Marked List.

To limit your search to articles with full-text, click on View Only Full Text at the bottom of the result list.

### Search for Publication

to find a specific issue of a specific magazine, newspaper, or journal.

Click for Publication, enter the complete or part of the title, click search. Search result will be a list of publications that contain what you typed. Click on the publication you want, a list of available issues will appear. Click on the desired issue, available articles in that issue will be displayed in alphabetical order. Click on the article title to display the article.