What’s a Keyword Search?
A keyword search will search ODU’s library catalog for items that we own, such as books, videos, DVDs, audiotapes, software, newspapers & print journals, & magazines.

Tip: With a keyword search, the catalog will look for your search terms in the title, subject headings, publication information, & summary.

Starting Your Search:
Formatting your Search Terms
Think about your topic & try to pick the most important words. These words will be used for your keyword search.

Let’s start with an easy example: Suppose you are doing a research paper on women & their experiences in the labor market.

Our important words are probably women & labor market.

Example Search: women and “labor market”
Tip: The “and” tells the catalog you are looking for both terms in the same book.

Tip: The quotations keep phrases grouped together so the catalog does not search for the phrase labor market as two separate words.

Expanding your Search Results
If you are disappointed with your results, brainstorm some synonyms to your search terms. (View example of brainstorming search terms) Perhaps you could search:

Example Search #1: gender and labor market

Tip: The term gender is broader than the term women & will likely give you more search results.

Example Search #2: women and “labor market” or workforce

Step 1: Type “labor market” into your search box and click search.
Step 2: Then click the *Modify Search* Button above the search bar:

![Screenshot of the search interface with modified search terms](image)

Step 3: From here, you want to type *or workforce* next to “labor market” and type *women* in the box below and click search:

![Screenshot of the advanced keyword search interface](image)

**Tip:** Adding the word “or” alerts the catalog to search *labor market* or *workforce* paired with *women*. Adding another search term will probably add more titles to your search results.
Narrowing your Search Results
If you feel overwhelmed by your search results, try narrowing your search.

What about choosing one aspect of the labor market, such as the glass ceiling, a form of institutionalized discrimination?

Tip: The concept of a glass ceiling is much more specific than the entire labor market & will give you a smaller set of search results, but it still falls under the broad umbrella of women & their experiences in the labor market.

Need Assistance Using the Library Catalog?

Ask a Librarian: 614.251.4754 | 888. 681-8044 | refdesk@ohiodominican.edu
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