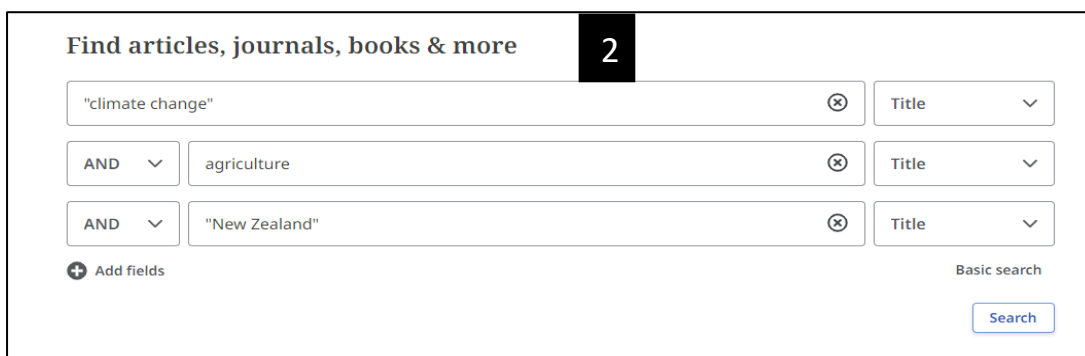# DISCOVERY: ADVANCED SEARCH
TE PUNA MĀTAURANGA - LIBRARY LEARNING CENTRE

1. To access the **DISCOVERY Advanced search**, click the Advanced search button on the bottom right-hand corner of the Discovery search box either on the [main page of the Library](#) or on the main page of the [Discovery search interface](#).

2. To initiate a search on the advanced search page, enter your search terms in different rows of the search box. For example, if you are searching about climate change and agriculture in New Zealand, you enter the concepts namely, "climate change", agriculture AND "New Zealand" in each of these rows. **AND**, the default Boolean operator (explained below), connects these concepts to build a search string. Though you can place the full search string in one row, to facilitate more comprehensive search including different words that stand for each concept in a research question, it is good place each concept in different rows.
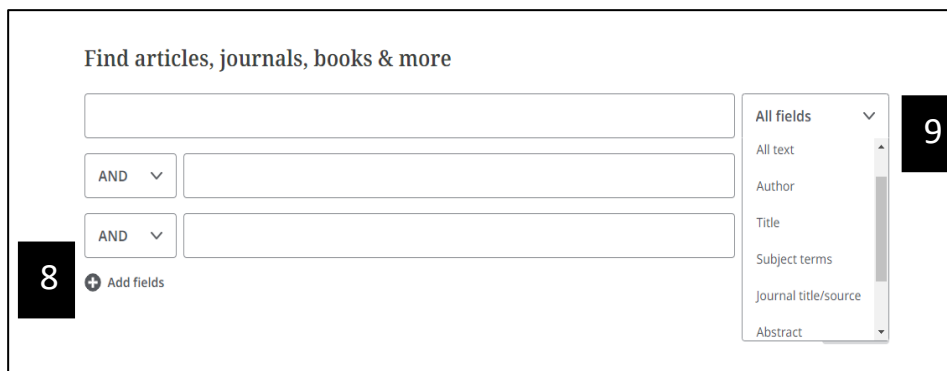

3. When you use the Boolean operator **AND** to combine different search terms, retrieved documents contain all the specified search terms and narrow the search. When you search "climate change" **AND** agriculture, both these terms will be present in the resulting documents.

4. Use **OR** to broaden your search. When **OR** is used to combine the search terms, retrieved articles feature any of these terms. When you search for Zealand **OR** Aotearoa **OR** NZ, documents featuring any of these terms return as results.

5. When **NOT** is used to narrow the search. It eliminates all search results that feature the terms which come after **NOT** in the search string.

6. When you have multi worded terms like climate change, always put them within double quotations - "climate change" - to search the term in the exact same order.

7. On the left-hand side of the search box, you can see the drop- down menu of Boolean operators, **AND, OR** and **NOT**. **AND** is the default Boolean operator, you can select other operators from the drop-down menu.

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8. If you have more concepts in your research question, you can add more rows to your search box using the + symbol beside **Add fields** at the bottom left-hand side of the search box.
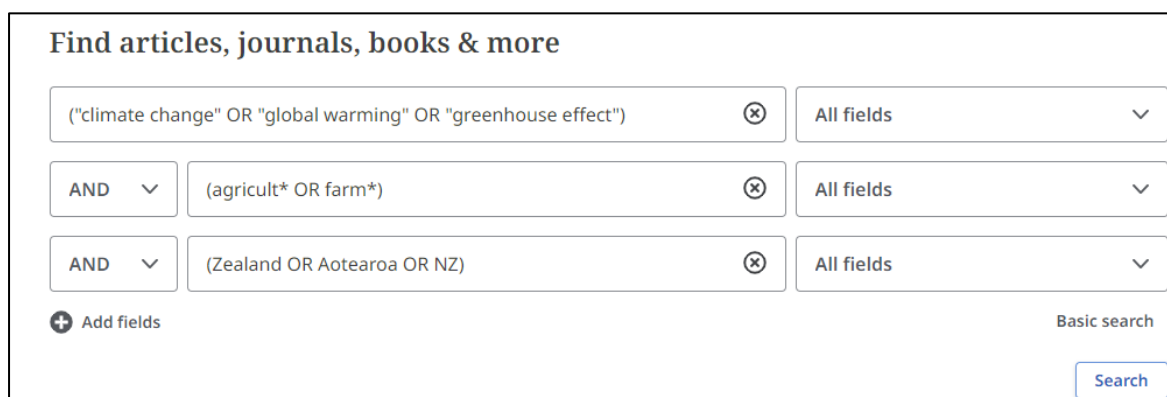
9. The dropdown menu on the right-hand side provides options to select the specific section of a document that you are searching. The default option, **All fields**, facilitates

full text search of documents. Other parameters, such as **All text**, **Author**, **Title, Subject terms**, **Abstract**, **ISSN** and **ISBN**, limit your search to specific sections and identifiers of the document. To get more focused results, you can select **Title** or **Abstract** fields. As **Title** may be too restrictive in some cases, **Abstract**, a concise summary of the document, is the most preferred field to restrict your results.

10. To ensure a comprehensive coverage of the research topic, use synonyms, alternative terms and related words that stand for the main ideas/concepts in the research question. The Boolean operator **OR** is used to combine alternative terms and synonyms of a research concept. **AND** is used to combine different concepts in the query.
So, the query, Climate change and agriculture in New Zealand could be expanded in the following way. ("climate change" **OR** "global warming" **OR** "greenhouse effect*") **AND** (agricult* OR farm*) **AND** (Zealand **OR** Aotearoa **OR** NZ). You can add more related terms to make the search more exhaustive. The search string is rendered in the following way in the search box.

11. Parentheses are used to group similar terms together. Usually in database search, words in parenthesis are prioritized over terms which are not in brackets. When asterisk (*) is used at the end of a search term, all alternative endings of the root word are searched. For example, when you search for educat*, documents including words like educate, education, educational, educator etc. are returned as results.

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