



Glossary

From EBSCOhost at http://www.epnet.com/eptech/refcenter2/web_v30/glossary.html

Alpha-positioning - A way to move the cursor to a specific entry in a list. When the list is displayed, type a word in the space provided and press ENTER. The cursor moves to the first occurrence of the word in the list. In the Result List, enter numbers to go to a numbered citation.

Also search for related words - is a powerful option that enables a thesaurus to be used when searching. When checked (turned on), a thesaurus is used to get synonyms for each search term and include them in the Query. This effectively expands the query. The thesaurus also translates abbreviations such as USA into United States, and will also include plural forms of the terms.

AND search operator - The boolean search operator AND combines search terms in a query so that each result contains all the terms specified. Example: Clinton and Russia

Arrow keys - The up, down, left and right arrow keys on the keyboard used for moving the cursor around the screen.

Authority File - Provides the capability to search the database first by browsing a broad range of subjects, or an extensive magazine titles list. Term(s) from this list can be searched separately or searched as a supplement to terms already entered in the Search Screen. See also: Subject Authority, Journal Authority, and Hierarchical Authority.

Bibliography - A number of citations selected from the Result List and printed. You can print bibliographies in different formats.

Boolean search operators - define logical relationships between terms in a Query. Common boolean operators are AND, OR and NOT. Example: Space and (Shuttle or Station) not Skylab

Browse - To use cursor keys to scroll up and down the screen or to use alpha-positioning to go to specific positions in displayed lists.

Citation - A bibliographic reference to an article or document that matches the search criteria entered in the Search Screen. Citations are listed in date order in the Result List.

Collection (Local Titles) - A collection of local titles available in the database that your library or institution subscribes to. Local titles are identified in the Result List and in the Full Record.

Command key - A key which permits the user to apply special actions for the current screen. For example, OK or CANCEL.

Copy - A function for duplicating and storing information in a file on hard disk or floppy diskette. Copied files do not contain printing codes and can be easily edited with a word processor or text editor.

Core Concept is a heading which expresses the main point of the article.

Cross References (hypertext links) - are contained within some Authority files to help guide you through the list. The cross references may point to narrower terms, broader terms, related terms, headings or subheadings. These appear in a different color, display attribute or have a unique icon. See: Subject Authority, Journal Authority, and Hierarchical Authority File.

Cursor - The flashing underscore or solid bar that indicates the current position on the screen.

Cursor keys - The up, down, left and right arrow keys, and the PAGEUP, PAGE DOWN, HOME and END keys used for moving the cursor around the screen.

Database Information Screen - The screen which displays database-specific information on such topics as searching fields, limiters, searching examples, copyright, and restrictions of use.

Data Entry Space - is a space provided within a window, into which the user can enter information. An example would be the area of the Search Window where a Query is entered.

Defaults - A pre-selected list of options.

Default Search Screen - is a term that describes the Search Window with its default options. The default options are pre-selected by your administrator to be applicable for searches performed by most patrons.

Downloading - is term that means transferring information from a remote location and storing it locally such as on a floppy diskette or hard disk.

Expander - is a search option that when selected, allows the searcher to expand or broaden the number of results in a specific manner. An example would be to select the option "also search for related words" to expand search results to include synonyms and plurals.

Field code - A Field Code is used in a Query to limit a search term to information contained in the specified field of a database reference (or record). For example, the Field Code AU may be used to limit retrieval to the data contained in the Author field of a reference. See Database Information for a list of Field Codes specific to the database you are searching, or use Assistant and select the "Fields" button at the bottom of the screen to activate the drop down window. Field Codes may also be referred to as Search Tags. Example: AU Clark and Satellite.

Field - A named space on the screen for entering data.

Find the Best Part - is a full text feature which, when enabled, allows you to move to the most relevant part of the document (or the portion of the document that contains the most keywords)

Find Option - is a feature that allows a word or phrase to be located quickly within the Full Text display of an article.

Full Record - A screen containing complete or detailed citation information which may include a summary or abstract.

Full Text - is a term to describe articles that can be displayed in their entirety, as opposed to Abstract and References only.

Function - A program operation performed by selecting an option from the menu or by pressing a key.

Global (Default) Limiter - Visible on the main Search Screen, an optional limiter selected by the user which can be automatically applied to all searches. For example, <also search full text>.

Go To window - permits you to reposition the Result List to a specific citation number.

Hierarchical Authority File - is composed of standardized vocabulary terms or classifications used to index information in the database. For example, MEDLINE's Medical Subject Headings (MeSH) and CINAHL's Subject Heading List are hierarchical authority file lists. Each citation in the database is indexed by one or more database specific headings. Each term within the database has a number assigned that identifies its relationship to other headings. This hierarchical relationship is called a tree structure. See also: Journal Authority, Subject Authority.

Highlight - The term used for accentuating displayed information usually by moving the cursor or clicking with the mouse.

Host - A computer system comprised of either a mainframe, minor workstation directly supporting the Internet communications protocol. For example, TCP/IP.

Hypertext - A feature that allows you to move between screens.

Internet - Comprised of academic, commercial, government and military networks. The Internet is made up of thousands of interconnected networks whose computers support the TCP/IP communications protocol.

IP Address - The number description for the TCP/IP communications protocol.

Journal Authority file - is a list of publication titles in the database. A database may or may not have a Journal Authority file. See also: Subject Authority, Hierarchical Authority

Key bar - A list of keys available for the current activity displayed at the bottom of the screen.

Keyword - The term or search terms entered in the Search Screen. Keywords appear highlighted in the Result List, Full Record, and Full Text (if available).

Library Administrator - The Librarian responsible for "fine-tuning" EBSCOhost by choosing the appropriate default preferences for allocation (or locations) within a library system.

Limitier - is a term added to the Query that allows the searcher to narrow the number of results in a specific manner. An example would be to limit the result to those less than 30 days old or those from a particular publication.

Limitier Default - A limiter that is automatically applied (or not applied) to all searches unless otherwise selected by the user.

Local Notes - A list of messages which give your users information specific titles. These messages appear on the Result List and Full Record.

Local/Not Local - message gives users information on specific titles of books, magazines or journals owned by or accessible through their library.

Local Titles - Local Titles are a list of titles available in the database that your library currently subscribes to. Local titles are identified in the Result List and Full Display. Often Local Titles is available as a Limiter to help the searcher find references to available publications.

Lolog Screen - The first screen the user sees after starting EBSCOhost.

Magazine (Journal) Titles List - An authority file that lists all the magazine (journal) titles abstracted in the selected database.

Natural Language Searching - allows the user to query the database using words, phrases or even complete sentences. The results of a query are presented in ranked order with the most relevant article being presented first. A result can be found even if the record does not contain all of the words

from the query. The more words that appear, the more relevant the record is and the closer to the top of the result list it will appear.

NOT search operator - The boolean search operator NOT excludes terms from a search so that results do not contain one or more specified terms. The NOT operator is more correctly stated as AND NOT, but the AND is not required to be entered. Example: "Space Shuttle" not Challenger

Online Help - Screens that explain available screen options, functions, fields, and words.

OR search operator - The boolean search operator OR combines search terms in the same query so that each result contains at least one of the terms. Example: Space or Planet

Password - A code assigned to a User ID in the Logon Screen.

Permanent Limiter - A limiter that is automatically applied to all searches.

Product Selection window - provides the user the option of choosing one or more Products for searching. A Product is an EBSCO collection of one or more databases. These Products can be on CD-ROM, a Network or Online through EBSCOhost. This was previously referred to as Target selection, a name that represents the dynamic relationship between the selection and the databases provided through it.

Proximity search - A method of searching for words that appear within a specified distance of one another in the database.

Query (Search String) - is the word, word combination, or phrase the user enters in the data entry field. In the simplest case, it is one that best describe the information desired. A simple Query would be "dogs." This Query will retrieve all information or references in the database that contain the word "dogs." A more complex Query might contain multiple terms connected by Boolean Operators and/or Field Codes. For example: Dogs and Cats not (mice or men).

Result List - is a window that contains the list of citations that match the current Query. The citations are displayed in either Brief Citation or Full Record view.

Search - A completed group of queries.

Search Assistant - Assists users in applying the correct field codes and syntax to the appropriate searching areas on the Search Screen.

Search History List - A list of all searches (or queries) executed during the current search session.

Search results - The information EBSCOhost retrieves from the database. Search results can be citations, document summaries or abstracts (Full Record), or Full Text (when available).

Search Tag - is another name for a Field Code.

Subject Authority file - is a list of subject headings used to index the publications in the database. A database may or may not have a Subject Authority file. See also: Journal Authority, Hierarchical Authority

Synonym List - When activated the synonym list automatically expands search terms to include any synonyms.

Truncation - A way to search for words beginning with the word stem followed by an asterisk (*). For example, type: walk*to find the words "walk", "walks", or "walker".

Wildcard - A way to find words with unknown characters or different spellings. Replace each unknown letter with an (?). For example, type: interle?f.