

## Saving to Account

If you save your articles and resources to your general folder instead of a customized one, you can move them easily. Select the articles from your general folder that you want to move by clicking the boxes beside them, select the **Move To** drop down menu and select their new home folder.

- Beside each results from a search there will be a folder icon.
- In the item description page of each result there will be a tool bar on the right with **Add to Folder**.

## Filtering Results

Basic searches and advanced searches can return a large amount of results depending on the terms used and, databases searches and the topic. However, you can use the filter bar on the left to limit your search results. These filters allow you to limit the publication dates, the type of article they are, the subject, the publisher and publication newspaper, the country of article focus and language.

## Search History

**Search History** is a feature located under the search bar. All you have to do is select it to see the searches run during your session. You can select different searches and combine them or you can choose to save the searches to your account. To find them later, go to **Folder** and select **Saved Searches** from the left side bar.

## Tool Bar

The tool bar that appears on the top left of EBSCOhost will change as you change the database or databases you are searching. Keep an eye up there to see what extra features and tools are available to you.

## Questions?

Select the **Help** tab on the top right of the screen.

# Online Research Databases



Millions of articles

Over a dozen databases



### Peace Library System

8301 - 110 Street  
Grande Prairie, Alberta T8W 6T2  
780-538-4656 | 1-800-422-6875  
[www.peacelibrarysystem.ab.ca](http://www.peacelibrarysystem.ab.ca)

## EBSCOhost

EBSCOhost is a powerful online reference system accessible via the Internet. It will search through over 20 databases and give you the relevant results (much like Google). The databases it searches offer academic and peer reviewed articles and information on any topic you can imagine.

All patrons of the Peace Library System have access to EBSCO host which searches through the following databases and millions of articles:

- Polaris Power PAC
- Academic Search Elite
- AHFS Consumer Medication Information
- Alt HealthWatch
- Business Source Elite
- Canadian Reference Centre
- Education Research Complete
- Environment Complete
- ERIC
- General Reference Center
- Health Source - Consumer Edition
- MasterFILE Premier
- Newspaper Source Plus
- Regional Business News
- Science Reference Center
- Teacher Reference Center
- World Book: Kids
- World Book: Encyclopedia (French)
- World Book: Student

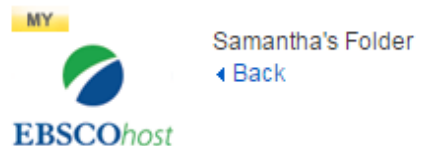
## Your Account

You don't need to have an account to use EBSCOhost but it gives you perks. If you create an account, you are able to save all of the relevant articles, images and such that you find using EBSCO. Your account will also save your search history so that if you leave and come back, you can look through what searches got you the most effective results and start from there.

### To create an account:

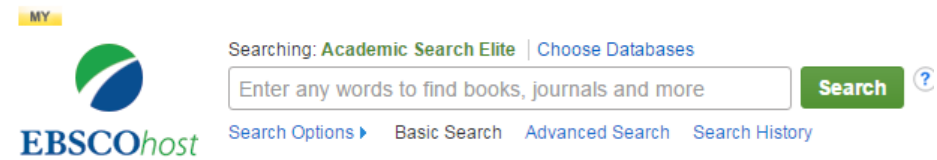
1. Select **Sign In** on the top right.
2. Select **Create a new Account.**
3. Fill out the form.
4. Select **Save Changes.**

To access your account, simply click on the Folders button on the top right.



## Search

Your home page will look something like this:



The database that EBSCO will search is written in green above the search bar. To change your search from Academic Search Elite, select Choose Databases and find the database or databases that you want to search.

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Academic Search Elite | <input type="checkbox"/> General Reference Center              |
| <input type="checkbox"/> Alt HealthWatch                  | <input type="checkbox"/> Polaris PowerPAC                      |
| <input type="checkbox"/> Business Source Elite            | <input type="checkbox"/> Teacher Reference Center              |
| <input type="checkbox"/> Canadian Reference Centre        | <input type="checkbox"/> AHFS Consumer Medication Information  |
| <input type="checkbox"/> Education Research Complete      | <input type="checkbox"/> Science Reference Center              |
| <input type="checkbox"/> Environment Complete             | <input type="checkbox"/> World Book Kids                       |
| <input type="checkbox"/> ERIC                             | <input type="checkbox"/> World Book L 'Encyclopédie Découverte |
| <input type="checkbox"/> Health Source - Consumer Edition | <input type="checkbox"/> Canadian Newsstand Complete           |
| <input type="checkbox"/> MasterFILE Premier               | <input type="checkbox"/> World Book Online Info Finder         |
| <input type="checkbox"/> Regional Business News           |  |

Select the little icon beside each database to find out what that database specializes in so you know that you're looking in the right place.

The more databases you look through, the longer the EBSCO search will take but if you aren't sure exactly where to look, you can select all of the databases.

If you are looking for something very specific, you can select **Advanced Search** below the search bar to choose from dozens of filter options.