**OneSearch@IU: An Introduction**

OneSearch@IU (libraries.iub.edu/onesearch) is often a good place to start your research. This database searches almost all the IU Libraries databases. If the number of search results seems overwhelming, there are many helpful ways to narrow and refine your search.

**Basic Search**

The basic search screen is the first thing you see at libraries.iub.edu/onesearch. When you enter multiple search terms, OneSearch looks for records that include all those words. For example, a search for “health chocolate” finds records that include both those words.

By default the Basic Search searches by **keyword**. You can also search by **title** or **author**.

**Tip:** Limit the number of search terms you begin with: the more terms you use, the fewer results you’ll get. Avoid long phrases which are unlikely to appear in a single record. If you don’t get helpful results at first, try broader or related terms.

**Advanced Search**

Advanced search has more ways to refine your search. From the OneSearch homepage look under the main search box for Advanced Search. Once on the Advanced Search page explore the search options.

Among the most helpful ways to refine your search is to limit specific search terms to certain search fields, like **Title** or **Abstract**. This may give you a smaller, more focused result set.

(For example, a **Keyword** search for “chocolate” looks for the term anywhere in the record, while a **Title** search will only yield records with “chocolate” in the title.)
Using the Results Page to Refine Your Search

The OneSearch results page offers many ways to refine your search. Before sifting through a long results list, quickly evaluate your results as a whole and determine if you need to refine your search.

Pay particular attention to information provided in menu bars on the left side of the page. What does the information about your results tell you? Do these look like the kinds of results you need? Does the summary of your results offer any clues for how to refine your search?

To see different ways to narrow your search, click on the headings listed under “Refine Results” (on the left). They will expand and give you more information about your results.

Accessing Items

The full text is available for many items in OneSearch. If you see HTML Full Text or PDF Full Text, simply click on the link.

Other times you will need to click on IU-Link to see if the full text is available. Usually the link will take you to the full text, though you may have to follow a couple of links.

If you have trouble accessing the article, librarians are here to help! Get questions answered via chat, email, phone, or in person: libraries.iub.edu/ask