Searching ProQuest Central

ProQuest Central is a large general database. This tutorial will give you a step by step guide to accessing ProQuest central and navigating the database. ProQuest has other subject specific databases as well. The process for using all of ProQuest’s databases remains nearly the same.

1. Go to the CPCC website and click on the “Academics” tab. If you know how to gain access to the databases, skip to step 6:

2. Select the “Library and Research” tab:
3. The databases can be accessed by either:
   A. Clicking on the “Library’s Website” link. OR
   B. Clicking on the “Online Research Databases” link.

4. (A) If you decided to go to the library’s site, next click on the “Search Research Databases” link:

   (B) If you selected “Online Research Databases”, proceed to step 5.
5. ProQuest Central can be accessed by either:
   (A). Looking up ProQuest Central alphabetically in the A-Z list by selecting “P” and scrolling through the options. OR
   (B) By selecting the “General” link and selecting it from the list of general databases.

A - Z List of all Databases

For a full listing of ALL databases available, please click here.

Databases by Subject

- Art & Music
- Biography
- Business & Economics
- Careers & Jobs
- Education
- Government & Law
- Health & Human Services
- History

- Literature & Language
- News
- Nursing & Allied Health
- Psychology & Sociology
- Reference & Encyclopedias
- Science & Math
- Social Issues
- Technology & Trades
- Test Prep

Databases by Type

- Articles: Access to CPCC article databases
- eBooks: Access to all CPCC ebooks
- Videos: Access to all CPCC video databases

Citation Tools

- Citations: Research guide with detailed citation information

Additional Research Resources
6. Once ProQuest Central has been selected you’ll be redirected to the databases through NC Live:
7. Search ProQuest Central by:
   (A) Using keywords in the search bar. Social Anxiety was used as an example.
   (B) If “Full Text” is checked off, only full text articles will appear in the results.
   (C) If “Peer Reviewed” is checked off, only articles from peer reviewed journals will appear in the results.

8. As you can see below by looking at the highlighted areas:
   (A) Social anxiety was searched.
   (B) It yielded there 787,106 results.
   (C) The results are listed by relevance based on the keywords searched.
   (D) All of the results shown are full text resources since the box was checked off. If the box wasn’t checked off, you can select full text (or peer reviewed) now.
   (E) Peer reviewed was not selected so the results include everything (scholarly journals, audio & video, dissertations, etc.).
   (F) Resources are from 1855-2019.
   (G) Your search can be modified, saved or you can view your recent searches.
9. Modify the search using quote marks around multiple keywords and the Boolean search terms AND, OR, and NOT:

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"social anxiety" AND adolescents
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Close the search using quote marks around multiple words to search for that exact phrase so that resources found will contain the phrase social anxiety as one phrase as opposed to any article with social only and anxiety only, e.g. "social anxiety"

Use AND to narrow and retrieve records containing all of the words it separates e.g. adolescents AND children will only find records containing both words

Use OR to broaden a search to get results for resources containing any of the words it separates, e.g. adolescents OR children will find anything containing adolescents only, children only or both adolescents and children

Use NOT to narrow a search so resources from the search will not contain the desired term, e.g. adolescents NOT children will find resources that contain the word adolescent, but will not contain the word children.

10. For example, in the following figure:
   (A) Quotes were added to the keywords “social anxiety” and The Boolean term AND was added to limit the search to social anxiety and the term following AND, in this case adolescent was added.
   (B) After the search is completed, the results drop significantly, down to about 14,000
   (C) The source material changes
   (D) The date range changes also
11. The search can be further modified. For example in the following figure:

(A) “social anxiety” AND adolescents had OR teenagers added to it to expand the number of results.

(B) Scholarly Journals were selected to reduce the number of results to just those types of resources.

(C) The publication date was changed to limit results to resources with more currency.

(D) The changes made to the search resulted in around 99,000 results to choose from.
12. Next select an article from the list of results. Some publishing information is in the listing and could be useful for what you’re looking for:
(A) Besides the title, the authors’ information is available before accessing the article.
(B) The publication information is available, including the year it was published.

13. Once you access the article there is some other helpful things that could aid you in your coursework:
(A) In the top right hand corner are a few options
(B) You can use the Cite option to get the citation for the article that you can copy and paste directly into your works cited page.
(C) The Email option will allow you to email the article to yourself or someone else.
(D) The Print option is to print the article.
(E) The Save option will allow you to save the article for later use.
(F) Related items are listed below and can be access from the article page.
14. The citation window has a few options:
   (A) MLA format is the default
   (B) Ensure that the citation is in the correct format.
   (C) Copy the citation and paste it into your works cited page.
   (D) If the citation format is different from the default format, change it to the desired format from the drop down menu and copy and paste the updated citation.
16. Email the article to yourself or someone else. Fill out the following options:
   (A) Select the desired format.
   (B) Fill in the email address that the article will be sent to.
   (C) Fill in your name.

If you have any questions about ProQuest Central, other databases, Boolean searching, or other research related questions please contact a CPCC librarian.