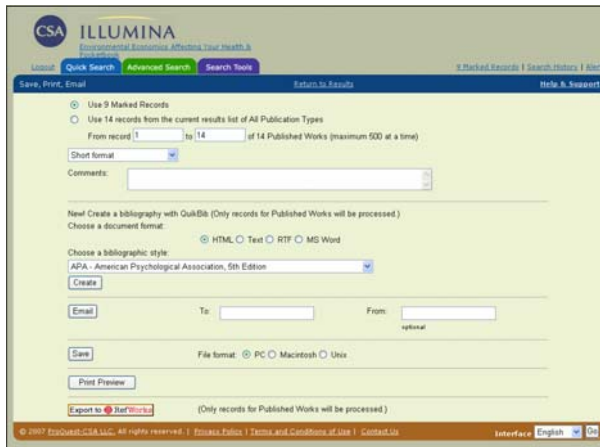


National Oceanographic Library Database quick guide

Save, Print, Email results

From the Results list click on **Save, Print, Email**. Remember to choose the **full format** if you want to have all the information that is available for each record.



Downloading to Endnote.

Choose **Save** and the file format for the type of computer you are using. This will create a text file which you will then need to import into Endnote.

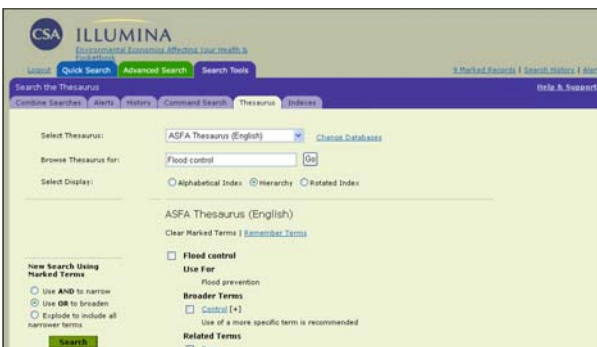
Extra Features

Click on the **Search Tools** Tab to find extra features which include:-

Thesaurus: Use this to search for controlled vocabulary terms in the database.

History: Shows searches done during the current session and allows you to combine them, save them or make them into Alerts.

Indexes: Author, Journal Name, Publication type and Source indexes are available.



Need help? Book a Library deskside training session.
<http://www.soton.ac.uk/library/services/desksidecoaching.html>

ASFA



Main Subjects covered by ASFA (Aquatic Sciences and Fisheries Abstracts):- aquaculture, aquatic organisms, aquatic pollution, brackish water environments, conservation, environmental quality, fisheries, freshwater environments, limnology, marine biotechnology, marine environments, meteorology, oceanography, policy and legislation, wildlife management.

Dates covered:- 1978 - to the present

New records added:- Monthly

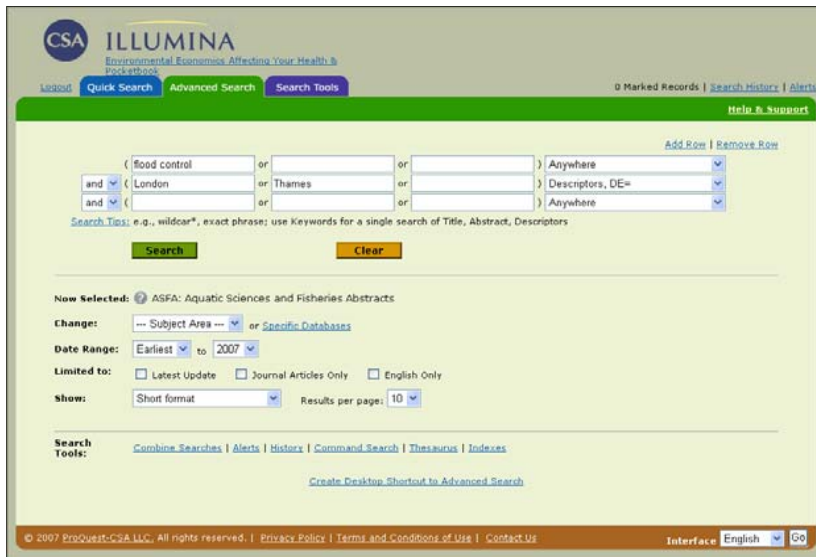
Materials indexed:- journals, books, reports, conference proceedings, translations and limited distribution literature.

Getting started.

There is a direct link to ASFA from this webpage:-
<http://www.soton.ac.uk/library/subjects/nocsoes/databasesubjectresources.html>

Recommended Search.

Use the **Advanced search** (click on the tab at the top of the screen) as this gives you a more structured search screen and will let you build and carry out detailed searches.



Enter your terms in the boxes e.g. Flood control AND (London OR Thames)

Across the row you should put your synonyms (note the implied OR between each box). Enter unrelated terms on separate rows and use the Boolean operators AND, OR and NOT from the drop-down menu.

Included extra databases in your search by choosing **Specific Databases** for an a-z listing of available databases.

Limit the date of your search by using the **Date range** drop-down menu.

Truncation and wildcards

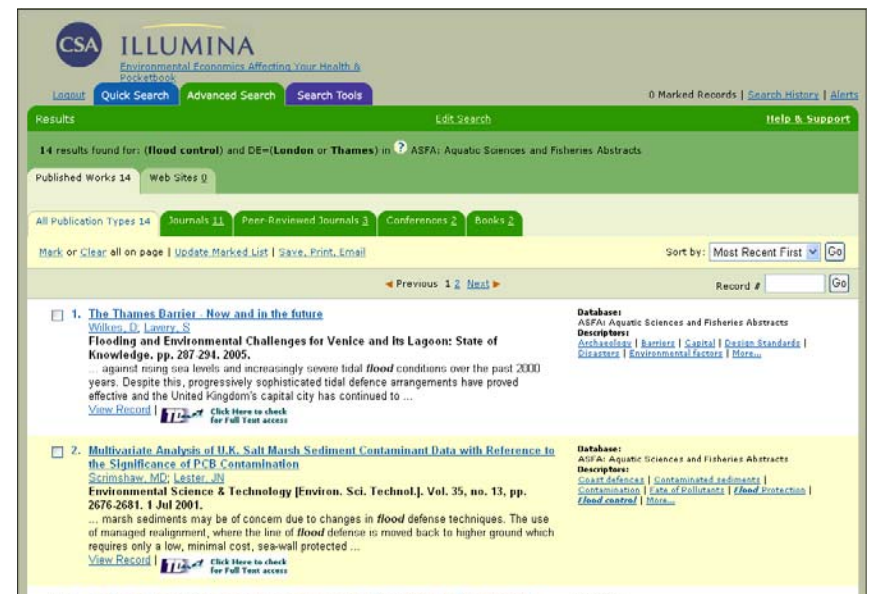
The asterisk * finds an unlimited number of characters and can be used within a word e.g. behavi*r will find behaviour / behavior or at the end to

truncate a term e.g. fisher* = fishery / fisheries

The question mark ? represents any single character, ?? represents two characters and so on. It can be used within or at the end of a term. E.g. wom?n = woman / women. Fib?? = Fiber / fibre

Results

The results page automatically separates the retrieved records by type of material. Use the green tabs across the screen to see specific types of material eg peer-reviewed journals, conference proceedings, web pages. Mark any records that you are interested in saving, printing or emailing by clicking in the box to the left of it.



To get the full text of an article click on the full text link at the end of each record. Alternatively make a note of the record (see the next section on saving, emailing and printing records) and then check TD-Net our e-journals listing to see if we hold an electronic version. Use the online NOL Journals list, Oceanis and Webcat to see if we hold the item in print.