

USING GOOGLE SCHOLAR

WHAT IT IS

Using Google Scholar to find sources for your research can yield you a lot of articles, journals, books, and book chapters. How do you find the right sources? This guide contains some tips and tricks for maximising Google Scholar's potential.

To begin, you will need to ensure that EUI (European University Institute) Library is identified as your library in the settings. From the Google Scholar home page, select the menu icon (three horizontal lines) in the top left corner. Under Settings, select Library Links and enter EUI in the search box. Click the box beside European University Institute – EUI Links.

STEPS

ACCESSING ARTICLES

When you search, materials that are available to the EUI community will have a link in the right margin allowing you to access the article's text directly or as a PDF.

If you do not see the EUI Links option:

- Click "All # versions" below the article
- Click the arrow icon below the article to show more options, or
- Try Open Access Button or Unpaywall to find Open Access versions.

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STEPS

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SEARCHING

There are multiple ways to improve searches in Google Scholar.

- Phrasal Searching
 - Use quotation marks (" ") to search for exact phrases from the keywords. For example, "European Green Deal" will result in more targeted searching than including all those words without quotation marks because the search will only return results having the exact phrase. Search results will decrease.
 - Without quotes, the search will return results having the keywords separately and will increase the number of results.
 - Note: Google Scholar will automatically return the plural form and derivatives of any keyword.
- Boolean Searching
 - Google Scholar does not support Boolean searches in the same way as many other databases.
 - AND, which combines multiple keywords/phrases in a single search, is automatically placed between keywords in ALL searches. Do not include it in your search unless it is a keyword you are using.
 - OR lets you add synonyms for keywords to your search and searches for articles that may have one keyword but not the other (as well as articles that contain both keywords). It can also be represented by the pipe operator ("|") between two keywords. Remember to use quotation marks if you are using OR between phrases.
 - Are you seeing results that mention a different, unrelated topic from what you are interested in? For example, AI can return results for Artificial Intelligence and Artificial Insemination. Consider using the "-" (hyphen or minus sign) operator. Putting it before a keyword or phrase will make sure the results do not include it. For example, AI -insemination.
 - Note: the NOT operator is not supported in Google Scholar. Use "-" instead.
 - Note: Using parentheses to group terms together is not supported in Google Scholar.

STEPS

SEARCHING (continued)

- Other Ways to Search
 - Cited By, linked below the article, shows you a list of all the articles that cited the article you have chosen.
 - Related Articles, linked below the article, finds sources that are closely related to the article you have chosen.
- Filtering Search Results
 - The column on your left allows you to filter results by Date and Type.

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ADVANCED SEARCH

Google Scholar's Advanced Search fields allow you to customise your search and return more targeted results. This feature is like using the Searching tips above in the main search box.

For more information on advanced searching with operators, please see the [Google Advanced Search Operators guide](#).

- Find articles
 - With all of the words
 - Find articles that have all the keywords you enter in the search field. This is helpful when you have two concepts, and you only want to find articles that discuss both of those concepts. See the note about AND above.
 - With the exact phrase
 - Find articles that only include the exact phrase you enter in the search field. This is helpful when you want to limit your search results to articles that include a specific phrase. See the note about Phrasal Searching above.
 - With at least one of the words
 - Find articles that include one or more of a set of keywords. This is helpful when your concept can be searched for using a variety of different keywords. See the note about OR above.

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STEPS

ADVANCED SEARCH (continued)

- Without the words
 - Find articles that do not include a specific keyword or phrase. This is helpful for limiting articles that are outside the scope of your project. See the note about "-" above.
- Where my words occur
 - Anywhere in the article – searches for your keywords in the article, title, abstract, notes, and references.
 - In the title of the article – searches for your keywords in the title of the article only.
- Return articles authored by
 - Use this field to search for articles by specific authors. This can be helpful if there is a particular author whose work you want to find.
- Return articles published in
 - Use this field to find articles published in a specific journal. This field allows you to look for articles in journals specific to your field or area of study.
- Return articles dated between
 - Use this field to limit your results to a specific date. You might use this to find the most recent research on a specific topic, or to find articles from a specific time period.

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TIPS



Searching is a discovery process! Do not be afraid to experiment, explore, and [Ask Your Liaison Librarian](#) for help if you need it. If your search returns few or no results, try using synonyms in various combinations.

SETTING UP ALERTS

Google Scholar offers the possibility of setting up alerts for research on your topic. By selecting the Create Alert link at the bottom of the left column, you can have results delivered to your inbox as they appear in Scholar.

KEEPING NOTES

Create a folder or use a notebook or journal to support your progress. It may include a critical thinking record to support your development as a critical thinker on your research question, a list of sources consulted, keywords used, concepts, historical references.

OTHER RESOURCES & DEFINITIONS

- Bernard, D., Bobish, G., Hecker, J., Holden, I., Hosier, A., Jacobson, T., Loney, T., & Bullis, D. (2014). Gather: Finding what you need. In The information literacy user's guide: An open, online textbook.
- Google Advanced Search Operators
- Google Scholar Metrics
- Google Scholar Search Tips
- Research Tracker
- Set Up Your Google Scholar Profile
- Setting up Google Scholar to see EUI Library resources
- Using Google Scholar to access EUI Library articles

DEFINITIONS**

Article: a piece of writing on a particular subject in a newspaper, journal, or magazine; in academic writing, it is an essay or research writing.

Book: a written text that can be published in printed or electronic form (eBook or electronic book).

Book chapter: any of the separate parts into which a book or other piece of text is divided, usually given a number or title.

Boolean: used to describe a method of searching on a computer using terms such as "AND", "NOT", and "OR", which are known as Boolean operators.

Cite: to mention something as proof for a theory or as a reason why something has happened, or to write words or ideas taken from another's written work. In academic writing, citing is essential to supporting your research statements.

Phrasal searching: to look for information on a computer, the internet, a database, etc., using a group of words that is part of, rather than the whole of, a sentence.

Journal: a serious magazine or newspaper that is published regularly about a particular subject; in the academic world, journals contain current research and may also be called "serials" or "periodicals".

NEXT STEPS Using Web of Science or Types of Resources



*This information has been adapted from: Google. (2022). Google Scholar. https://scholar.google.com/schhp?hl=en&as_sdt=0,5

**Definitions adapted from: Cambridge University Press. (2022). Cambridge dictionary. <https://dictionary.cambridge.org/>