Introduction

This guide aims to give you a very quick introduction to a number of useful scholarly resources in education. If you would like more detailed help with finding and using other information resources please contact the Information Consultant for Education, Music and Social Science, Claire Molloy, on Floor 6 of The Sir Duncan Rice Library or by email: c.a.l.molloy@abdn.ac.uk.

This guide will cover British Education Index, ERIC, Australian Education Index, Education Research Abstracts and PsycINFO as well as how to find theses and dissertations.

### British Education Index and ERIC - how to access

---

**ACCESS INFORMATION:** You will need to use the Shibboleth/UK Federation authentication route to access these resources. Follow the prompts as detailed below.

- Access to the Child Development & Adolescent Studies, Education Abstracts, Educational Administration Abstracts and Teacher Reference Center (all US based), all of which you may find useful, are available via this site.

  - These resources are available via a platform provided by a company called EBSCO.
  - Choose UK Higher Education from the Select your region drop-down list and press the Select button. From the list select University of Aberdeen then click on login.
  - Log in with your Computer ID.
  - Select the first option – EBSCO Databases.
  - From the alphabetical list scroll down to see BEI or ERIC (or any of the other databases noted under ‘I’).

---

### About the databases

**Years covered:**

**1975-present**

The British Education Index is designed to aid the identification of appropriate literature by people investigating aspects of education and training. It provides details of over 300 education and training related journals published in the UK, reports and conference literature and working papers. All areas of education are covered, from educational policy and administration to technology and special educational needs dating back to 1975.

ERIC (the Education Resource Information Center) provides access to education literature and resources. The database is a gateway to information from journals that are included in the Current Index of Journals in Education and Resources in Education Index. The database contains more than 1.3 million records and links to more than 323,000 full-text documents dating back to 1966.

Educational Administration Abstracts includes bibliographic records covering areas related to educational administration, including educational leadership, educational management, educational research, and other areas of key relevance to the discipline. The index contains more than 190,000 records, which are carefully selected from the most important sources within the discipline.

Teacher Reference Center provides indexing and abstracts for 280 of the most popular teacher and administrator journals and magazines to assist professional educators.

**Journals indexed**

BEI - Go to the resource as above, once in click on ‘Indexes’ at the very top, then select ‘Journal name’ from the ‘browse an index box’ to see an A-Z list of the journals indexed.

ERIC - [http://eric.ed.gov/?journals](http://eric.ed.gov/?journals)
**Keywords (thesaurus - how to)**
When in the database click on **Thesaurus** at the top left of the **advanced search** screen above the search boxes.

**Database help**
[http://tinyurl.com/qgc65ho](http://tinyurl.com/qgc65ho)

---

### Linguistics and Language Behavior Abstracts (LLBA)- how to access

**ACCESS INFORMATION:** You will need to use the Shibboleth/UK Federation authentication route to access these resources. Follow the prompts as detailed below.

Access to [Sociological Abstracts](http://www.proquest.com/products-services/llba-set-c.html), which you may find useful, is also available via this site.

- This resource is available via a platform provided by a company called **ProQuest**.
- Go to [http://search.proquest.com/shibboleth](http://search.proquest.com/shibboleth).
- Choose **United Kingdom (UK Access Management Federation)** from the Select your region drop-down list and press the Select button.
- From the list select **University of Aberdeen** then click on **login**.
- Log in with your Computer ID.
- Hover over or click on the social sciences icon.
- From the list scroll down to see **Linguistics and Language Behavior Abstracts (LLBA)**.
- You are taken to the single-box **Basic Search** screen but click on **Advanced Search** to undertake a more detailed search – it is actually much easier than using **Basic Search**!

---

### About the database

<table>
<thead>
<tr>
<th>Years covered: 1973-present</th>
</tr>
</thead>
<tbody>
<tr>
<td>Linguistics &amp; Language Behavior Abstracts (LLBA) abstracts and indexes the international literature in linguistics and related disciplines in the language sciences. The database covers all aspects of the study of language including phonetics, phonology, morphology, syntax and semantics. Complete coverage is given to various fields of linguistics including descriptive, historical, comparative, theoretical and geographical linguistics. The database provides abstracts of journal articles and citations to book reviews drawn from over 1,500 serials publications, and also provides abstracts of books, book chapters, and dissertations.</td>
</tr>
</tbody>
</table>

**Journals and conferences indexed**

**Keywords (thesaurus - how to)**
[https://search.proquest.com/llba/thesaurus/browsepage/$N/queryTermField/false/false?accountid=8155](https://search.proquest.com/llba/thesaurus/browsepage/$N/queryTermField/false/false?accountid=8155)

**Database help**
[http://proquest.libguides.com/llba](http://proquest.libguides.com/llba)
**Education Research Abstracts (ERA) - how to access**

**ACCESS INFORMATION:** You will need to use the Shibboleth/UK Federation authentication route to access these resources. Follow the prompts as detailed below.

- This resource is available via a platform provided by a company called Taylor and Francis.
- Go to [www.tandfonline.com/db/era](http://www.tandfonline.com/db/era) or [Sign in via Shibboleth](https://www.signin.org.uk).
- Off-campus you will need to log in via Sign in at the top right of the screen then select [Sign in via Shibboleth](https://www.signin.org.uk).
- Choose United Kingdom (UK Access Management Federation) from the Select your region drop-down list and press the Select button.
- From the list select University of Aberdeen then click on login.
- Log in with your Computer ID.
- You are taken to the single-box Basic Search screen that allows you to search solely in ERA.
- If you want, you can use the Advanced and Citation Search to do a more detailed search. Select Advanced and Citation Search then scroll down to Databases. Click on this, select to search ERA and use the search boxes provided.

**About the database**

**Years covered:** 1995-present

ERA is a comprehensive database comprising specifically selected high-quality abstracts which cover current international research in education. It is primarily aimed at researchers, academics and students studying in all fields of education but is also valuable to practitioners in the discipline. We subscribe to all the abstracts in this database which indexes more than 700 journals.

**Journals indexed**

[http://tinyurl.com/nym44f5](http://tinyurl.com/nym44f5)

**Keywords (thesaurus/how to)**

Not available

**Database help**

[http://tinyurl.com/mcxeba5](http://tinyurl.com/mcxeba5)

---

**PsycINFO - How to Access**

**ACCESS INFORMATION:** You will need to use the Shibboleth/UK Federation authentication route to access these resources. Follow the prompts as detailed below.

- This resource is available via a platform provided by a company called OVID.
- Go to [https://shibboleth.ovid.com/secure](https://shibboleth.ovid.com/secure).
- Choose United Kingdom (UK Access Management Federation) from the Select your region drop-down list.
- From the list select University of Aberdeen then click on Login.
- Log in with your Computer ID.
- You will then need to select PsycINFO 1806 – (current date) from the long list (or whichever date-range is most desirable for the purposes of your search).
- You will be taken to the advanced search but the multifeilds search is actually more like the advanced searches in most other resources, allowing you to select AND, OR and NOT and which fields you wish to search in, e.g. title, author etc.

**About the database**

**Years covered:** 1887-present

“PsycINFO, from the American Psychological Association (APA), contains nearly 2.3 million citations and summaries of scholarly journal articles, book chapters, books, and dissertations, all in psychology and related disciplines, dating as far back as the 1800s. 97 percent of the covered material is peer-reviewed. The database also includes information about the psychological aspects of related fields such as medicine, psychiatry, nursing, sociology, education, pharmacology, physiology, linguistics, anthropology, business, law and others. Journal coverage, which spans 1887 to present, includes international material selected from more than 2,100 periodicals in more than 25 languages.”
**Journals indexed**

<table>
<thead>
<tr>
<th>Journals indexed</th>
</tr>
</thead>
</table>

**Keywords (thesaurus/how to)**

You can, if you wish, search for your term using the Medical Subject Headings (MeSH terms) by selecting to search by **Keyword**. Type your first term into the search box. Leave the Map Term to Subject Heading box ticked. Click the Search button. For more details on how to use MeSH effectively see [QG MED008 – Medline and other OVID databases](http://www.apa.org/pubs/databases/psycinfo/coverage.aspx).

**Database help**

There are some helpful videos produced by the American Psychological Association on YouTube: [www.youtube.com/watch?v=jIb_84ykXj0&list=PL02AC85B3962F7423&index=4](http://www.youtube.com/watch?v=jIb_84ykXj0&list=PL02AC85B3962F7423&index=4).

---

**Starting your search in each resource – search tips**

Remember, each resource will work slightly differently and the following is just a **guide**. The advice given is not set in stone and you will find that how you search will differ slightly for each platform. If you find that you are in need of help please email Claire Molloy: [c.a.l.molloy@abdn.ac.uk](mailto:c.a.l.molloy@abdn.ac.uk).

**Search Tips**

- You will usually see a search box or a number of search boxes into which you can type your search string, giving you the option to combine your Boolean Operators (see next bullet point). Your search can be a single word or a number – see **searching** below.
- You can usually combine and separate your search terms using the Boolean Operators **AND** or **OR** or **NOT** and parenthesis.
- You can use “…” for a phrase search, e.g. “additional support needs” will look for the three words adjacent to each other.
- You can expand your search using the * symbol for truncation, for example child* will find child, children, children’s, childhood and so on. With some resources you can specify how many letters appear after the truncation symbol by saying child[*3] which would find children but not childhood. * can also sometimes be used as a multi-character wildcard for finding alternative spellings, for example behavi*r retrieves behaviour or behavior.
- ? can also be used as a wildcard within a word, for example wom?n will find woman and women.

**Search**

- Type your search terms into the search boxes. Use the **AND** and **OR** Boolean Operators options to combine and group terms:
  - e.g. play AND “early years”
  - or something more detailed:
    - “Special Educa*” OR SEN OR inclus* AND Primary OR Early
- You can search **all fields** in a **basic** search or you can select to search just author or title etc. in an **advanced** search.
- Click **Search**.

---

**i**

- With some resources you will find that below the search boxes you can choose to search solely for a single resource type, for example only for items that appear in journals or only for book reviews.
- Often you can sort your results by date, relevance or language.
- Sometimes you can search within a specified age group, educational level or the works of a particular author.

**Please note** – be very careful when using these limits, especially **age group** and **educational level**, as you may be excluding useful information!
Displaying the results

Remember, each resource will work slightly differently and the following is just a guide. The advice given is not set in stone and you will find that how you search will differ slightly for each platform. If you find that you are in need of help please email Claire Molloy: c.a.l.molloy@abdn.ac.uk

1. After the search, the screen will refresh and display your results.

2. Usually you will click on a title to see the details about the article – sometimes there are notes or an abstract.
   (NOTE: In ERA the results are displayed towards the bottom of the screen but above them you will see a view results button – it is confusing but do not click on this button. Doing so simply shows you everything that is in the databases that make up ERA and does not display your search results!)

3. To see the full-text of an article you can click on the SFX button (sometimes displayed as Open URL) - this opens up a screen like this one:

   Click on Go next to any provider of the full-text (there may be more than one!) to be taken to the abstract page.

4. You will probably have to log in at this point – if you do not see download now, full text here or download.pdf here (the message will be one or other of these variants, which will allow you to get access to the full-text of the article). You will have to look towards the top right of the screen for the option to log in.

5. When you have to use the log in option or you are prompted to log in when you click on Full text - pdf you will be faced with a screen similar to this one:

6. Select Log in via your institution.

7. You will then either need to type in University of Aberdeen or select UK from the region list and then University of Aberdeen from the institution list (we are listed under ‘u’ for University!)

8. Note that this does not always give full-text access. If it doesn’t then please email Claire (c.a.l.molloy@abdn.ac.uk) for advice; it may be that the article is only available in paper format or that we have to get a copy from another library through inter library loan.
Emailing, sharing and exporting to RefWorks

In many resources you can tag records to email, print or even share – just tick the ones of interest and press the relevant icon.

You can also export into RefWorks, our bibliographic management software. You must have already set up a RefWorks account; if you would like more details please contact Claire: c.a.l.molloy@abdn.ac.uk.

You usually need to tick a box next to the reference(s) you wish to save. Note that you are only saving the citation details, not the full-text of the article.

Look for the Export/Save/Download Citation option and select RefWorks Direct Export (or similar text) from the list.

A new window will open and you will be prompted to log into your RefWorks account; you will then see that your references have automatically been imported into your Last imported folder.

Remember to go to your Last imported folder and move your references into a more relevant folder before importing anything else.
### Finding dissertations and theses

<table>
<thead>
<tr>
<th>ACCESS INFORMATION: You will need to use the Shibboleth/UK Federation authentication route to access these resources. Follow the prompts as detailed below.</th>
</tr>
</thead>
</table>

#### MEd Work Based Projects
- Not everyone who successfully completes their MEd will submit it to the library but many people do. In the past, students handed in a reference-only copy (that resides in our Special Collections Centre) and a loan copy that can be borrowed. These are held in closed storage and you should email `distancelib@abdn.ac.uk` if you are a Distance Learner so we can post them to you (we use special delivery and we ask you return it by the same or in person if you can!). If you want to come in to the library and look at the dissertations again, if you are a Distance Learner we ask that you email `distancelib@abdn.ac.uk` before your visit so that we can look these out for you. All campus-based staff and students should ask on Floor 6 for assistance.
- To search for MEd theses use PRIMO (http://primo.abdn.ac.uk:1701/) and choose **advanced search**. Select any from the drop-down list and search for *Thesis (M.Ed.)*. You should find over 500.
- We are in the process of adding e-MEd theses to Primo – this is a work in progress!
- Students currently on the WBP should look in My Aberdeen as examples of recent submissions have been posted there (you will have to be registered WBP/Masters student to get access to this).

#### Higher Level Degrees
- Those studying for a PhD can also use PRIMO to find theses submitted by students of the University. Go to http://primo.abdn.ac.uk:1701/, log in and choose **advanced search**. Select any from the first drop-down list and search for *Thesis (Ph.D.)*. Select **author/creator** from the second drop-down list and search for “school of education”. This will narrow down the search to look for PhD theses that have been submitted by the School of Education. (You can also search for the old University Department of Education by searching “dept. of education” but please note that sometimes items from other departments do turn up on the list!)
- To find theses that were not submitted through the University of Aberdeen you can use EThOS (http://ethos.bl.uk/) from the British Library. EThOS aims to provide e-access to as many UK theses as possible. At the moment you can freely access any that are already available electronically or use the digitise on demand service for a fee of around £43.29 +VAT for any still only available on paper.
- You can also use ProQuest Dissertations and Theses: UK and Ireland which has details of UK- and Ireland submitted theses from 1716 onwards. Go to: http://search.proquest.com/shibboleth. Where e-access is available it links to EThOS (detailed above) or institutional repositories.
- You can also access many US-submitted ‘open access’ theses through PQDT Open http://pqdtopen.proquest.com/about.html.
- **DART-Europe** is a partnership of research libraries and library consortia who are working together to improve global access to European research theses. http://www.dart-europe.eu/About/info.php.
- The University of Cape Town has created a useful page to finding e-theses from South Africa and Australasia http://www.lib.uct.ac.za/etd-links.

### GTCS Registered?

| If you are GTCS registered then you have access to EBSCOs ‘Education Source’ which provides a collection of full text education journals (albeit with a US-slant). You need to log in to My GTCS: http://www.gtcs.org.uk/professional-update/research-practitioner-enquiry/research/research.aspx |

### Any questions?

| If you have any questions about the resources in this guide please do not hesitate to contact Claire Molloy, the Librarian for the Schools of Education and Social Science: c.a.l.molloy@abdn.ac.uk. |