EBSCO Academic Search Elite, Art Full Text and Business Source Elite
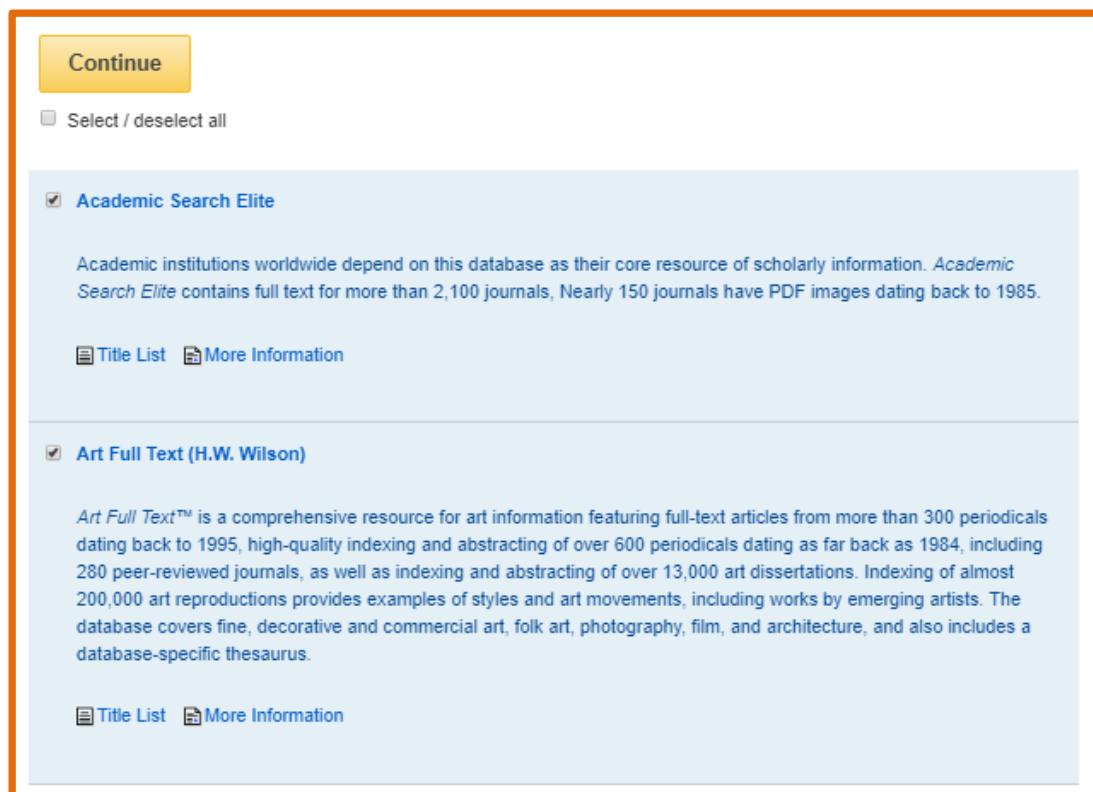
Basic Search

If you are reading this then you want to know how to use EBSCO online resources. The mission of this guide is to support you through the process. However, you will get the most out of any online resources by exploring them yourselves.

You can access the EBSCO from any college computer by clicking link on the library Moodle page.

This will open up the EBSCO resources that the college is subscribed to. You can click directly onto a resource such as Art Full Text, or you can select multiple resources and click continue. This will allow you to search several databases at once.
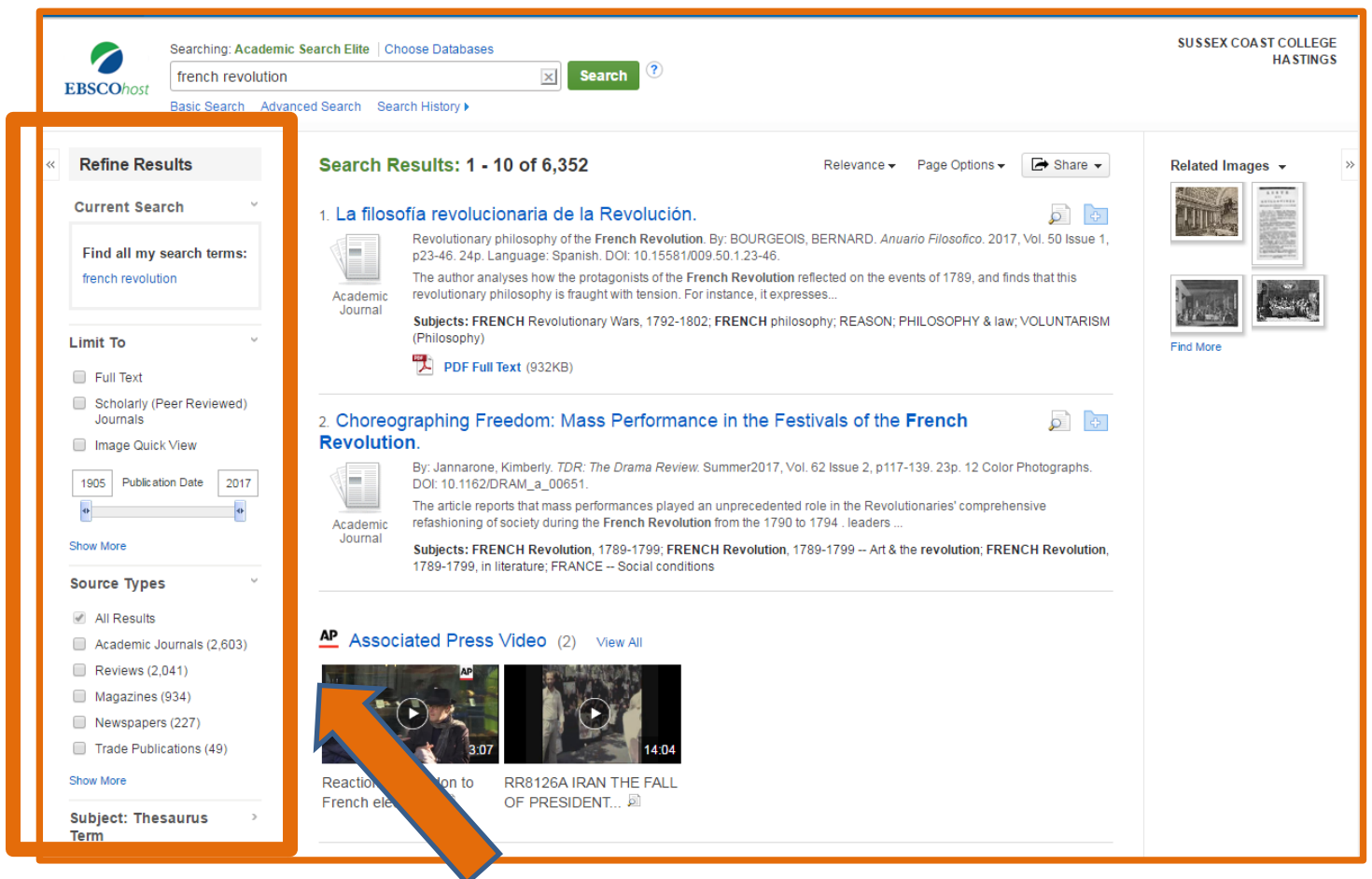
These databases have thousands journals, peer-reviewed journals and primary sources for you to explore…

To get started, type your search term into the box and click 'search

For the purpose of this guide, I will search for the French Revolution…

Once you have clicked 'search' you will see that you have over 6000 results.

You can narrow these results by selecting filters down the bar on the left hand side. Here you can refine your results by subject, date, publication and many others. You can expand the boxes using the '>' to see more options.

It is also useful to look at 'Limit To' – here you can select the type of document. 'Full Text' will be whole articles, 'Scholarly Journals' will be peer reviewed. This means that they will be written by experts and reviewed by other experts before publishing.

You can also adjust the publication date if you only want articles from a particular time-period.

Once you have selected your article, you will be given a title page containing information about the text. There will usually be an abstract giving you an overview of the article before you decide whether to read it. It is worth noting the title of the source – this can indicate what the article may contain.

On the left hand side there is a link to click to access the full text. The article will open up in a reading pane.

EBSCO gives access to primary sources. Below is an example. The layout is different here as the article appears below the title page.

There is also an option to listen to the article.

As with any of your sources you must cite what you use. All you need to do is click 'Cite' on the right hand panel. You will be given a variety of referencing styles, scroll down to copy the one you use (usually Harvard).