Search Guide: ABI/INFORM

Search Tips

- Use quotation marks ("") to search for exact phrases.

- Two word queries such as **advertising campaigns** are searched as an exact phrase by default.

- Three word queries such as fast food industry are searched as words that need to appear in proximity to each other by default.

- Use special characters and operators to focus queries.

Truncation and Wildcard Characters

* The asterisk (*) is used as a right-handed truncation. It will find all forms of a word.

Example: Searching for **econom*** will find econom**y**, econom**ics**, econom**ical, etc.**

? The question mark symbol (?) is used to replace any single character, either inside or the right end of the word.
The question mark **cannot** be used to begin a word.
Example: Searching for **wom?n** will find wom**a**n and wom**e**n.

Operators

Boolean, proximity and adjacency operators are used to broaden and narrow your search.

AND Finds **all** the words. When searching for keywords in Citation and Document Text **AND** finds documents in which the words occur in the same paragraph (within approximately 1,000 characters) or the words appear in any citation field. Use **W/DOC** in place of **AND** when searching for keywords within **Citation and Document Text** or **Document Text** to retrieve comprehensive results.
Example: internet AND career

AND NOT Finds articles which have the first word, but **not** the second word.
Example: Internet AND NOT html

OR Finds **any** of the words.
Example: Internet OR intranet

W/# Finds documents where these words are **within** some number of words apart (either before or after). Use when searching for keywords within **Citation and Document Text** or **Document Text**.
Example: computer W/3 careers

W/PARA Finds documents where words are **within the same paragraph** (within approximately 1,000 characters). Use when searching for keywords within **Document Text**.
Example: business management W/PARA education

W/DOC Finds documents where all the words appear **within the document text**. Use **W/DOC** in place of **AND** when searching for keywords within **Citation and Document Text** or **Document Text** to retrieve comprehensive results.
Example: Internet W/DOC education

NOT W/# Finds documents where words appear but are **not within** some number of words apart (either before or after). Use when searching for keywords within **Citation and Document Text** or **Document Text**.
Example: computer NOT W/2 careers

PRE/# Finds documents where the **first word appears some number of words before the second word**. Use when searching for keywords within **Citation and Document Text** or **Document Text**.
Example: world pre/3 web

Search Field Syntax

Abstract	Document Column Head	Image Caption	Publication Title / Journal Name
Author	Document ID	Index	Section
Author Affiliation	Document Language	ISSN	Source Type
Classification Code (ABI/INFORM)	Document Text	Issue	Subject Terms
Coden	Document Title	NAICS / SIC Codes (Industry Code)	Ticker Symbol
Company Name / Organization	Document Type	Pagination / Start Page	Volume
Date (Alpha)	DUNS	Person	Word Count
Date (Numeric)	Footnote	Product Name	Year
Dateline	Geographical Name / Location	ProQuest Media Identifier	
	Headnote		

Abstract

Search article abstracts for your terms.

Valid Forms:
ABS
AB
ABSTRACT

Example:
ABS(telecommunication)

Adviser

Search for dissertations completed under the supervision of a specific academic adviser. If unsure of the spelling of a name, try using truncation. Adviser names are searchable in the following ways: adviser (first name), adviser (last name), or adviser (last name, first name)

Valid Forms:
AD
ADV
ADVISER
ADVISOR

Examples:
ADV(Fogel, Aaron)
ADV(Abhijit)

Alternate Language Title

Use the search field to look for dissertations by their alternate language title. For example, search for documents originally published in Spanish by searching for an alternate title in English.

Valid Form:
ALTITLE

Example:
ALTITLE("The local area as a strategy for sustainable urban development")

Author

Use to find documents written by a particular author.

Valid Forms:
AUTHOR
AU

Examples:
AUTHOR(Gertrude Huntington)
AU(Kinsley, Michael)

Author Affiliation

The author affiliation field contains institutional affiliation and address of the first author, and grant numbers. All three pieces of the ID field (actual

number/grant acronym/ institute mnemonic) are individually searchable. There are more precise retrieval results from searching on the grant acronym, except in cases where the grant acronym is also state postal code abbreviation.

Use **keyword(s)** to search this field.

Valid Forms:
AUA
CS
AFF
  AA

Examples:
AUA("Michigan State University")
AUA(Writers Guild)

Caption

This search field looks for occurrences of search words in the caption text accompanying article illustrations, graphs, and photographs.

Valid Forms:
CAP
CP

Example:
CAP(Chart)

Classification Code (ABI/INFORM)

Use Classification Codes when searching business topics. Classification Codes are a fast way to precisely target a search by topic, industry or market, geographical area, or article type.

Valid Form:
CC

Example:
CC(1120) for Economic Policy & Planning

Classification Description / Expansion

Use to find keywords within the classification labels or descriptions in articles. Find articles across multiple classification codes (for example, all those dealing with "education") regardless of their class code. Use **keyword(s)** to search this field. You can also use Boolean, truncation and proximity operators.

Valid Forms:
CD
CLASS
CN
CLA

Example:
CD(education*)

Coden

A coden is an alphanumeric code used for shelving/ordering books and journals in libraries, often based on a publication's title.

Valid Forms:
COD
CODEN
ZIS

Example:
CODEN(EDUSBI)

Company Name / Organization

Search for a company or other organizations featured prominently in an article, including the following:

- Associations
- Companies
- Cooperatives
- Divisions of companies
- Governmental organizations
- Political parties
- Other organizations, such as professional sport teams, churches, Native American tribes, or music groups

Valid Forms:
CO
Company
ORG

Examples:
CO(Ford)
CO(Vodaphone Group)
CO(Berlin Philharmonic)
CO(African National Congress)
Company(ProQuest)
*Note: **When you search using Company/Org, ProQuest finds articles containing your search terms in the index field. For example, a search for CO(United Nations), will find articles indexed on United Nations and United Nations Federal Credit Union. To find articles indexed with the exact term United Nations, use the literal search field: LCO({United Nations}). The literal search field uses curly braces inside of parentheses.***

Date (Alpha)

The publication date in alphanumeric format (month day year). For example December 12, 1999 appears as Dec 12 1999.
Do not use a comma.

Valid Forms:
PDA
DA
DATE

Example:
DA(Jul 4 2001)

Date (Numeric)

The publication date in numeric format (mm/dd/yyyy). For example December 12, 1999 appears as 12/12/1999.

You can use the less than (<) or greater than (>) signs to indicate dates before and after a date, or between specific dates.

For example, **PDN(>1/1/2002) AND PDN(&lt1/5/2002)** will find results from publications with numeric dates between January 1, 2002 and January 5, 2002.

Valid Forms:
PDN
DDT
ND
PD
PDN
XP

Example:
PDN(12/12/1999)

Dateline

Lets you search article Datelines. The dateline occurs frequently in newspapers, just after the article title, giving the date and place of the articles origin.

Use **keyword(s)** to search this field. You can use Boolean, proximity and truncation operators.

Valid Forms:
DLN
XDL

Examples:
DLN(dubai)
DLN(lebanon pre/1 ohio)

Degree Awarded

Search on a thesis for a particular degree, such as Ed. D.

Valid Form:
DG

Example:
DG(M.A.)

Degree Date

Search by the year in which the degree was awarded by the school. You can search degree date by a range of years or use "greater than" or "less than" to find dates before or after a specific date.

Note that your subscription may limit the range of dates available.

Valid Form:
DEGDT

Example:
DEGDT(1994)

Degree Name

Used to search degree name. For masters thesis and doctoral dissertation records, identifies the degree. Use **keyword(s)** to search this field.

Valid Forms:
DEGREE
DG
DDN

Example:
DG(MSN)

Dissertation Volume / Issue (DVI)

You can limit your search to the DAI (Dissertation Abstracts International) database or the MAI (Master's Abstracts International) database. The default setting specifies a search across both.

Use this field to narrow your search to social sciences and humanities (volume A) or sciences and engineering (volume B). Or search for specific issue numbers.

Note: *Limiting by volume or issue may not make sense if your subscription only covers a portion of the database.*

Valid Form:
DISVOL

Examples:
DISVOL(DAI-B 56-02)
DISVOL(B)

Document Column Head

The title of a column in a periodical or newspaper, such as "The Week in Review." Finds all articles where the search words are in the column head.

Valid Form:
COL

Examples:
COL(futures)
COL("The Week In Review")

Document ID

Search the unique database ID for articles and documents in ProQuest.

Valid Form:
ID

Example:
ID(356894)

Document Language

Used to search *language* index. This field contains the language in which the document was published originally. You can select languages from the language field specific index.

Valid Forms:
LA
LN

Examples:
LA(french)
LN(french or english)

Document Text

Searches only the full text of articles for your search terms. Article abstracts are not included in this search. AND, OR, and other search operators are treated as such unless enclosed in quotes.

Valid Forms:
TEXT
TX

Examples:
TEXT(Kofi Annan)
TEXT("North Sea oil")

Document Title

Locates the occurrence of search words in the title of the article.

Valid Forms:
TITLE
TI

Examples:
TITLE(Future)
TI(future AND career)
TI("Peering into the Future of Careers")

Document Type

Use this search field to look for search words or phrases in articles of a certain type.

Valid Forms:
AT
TY
DT

Examples:
DTYPE(commentary)
TY(editorial cartoon)
AT(review)
DT(arts/exhibits review)
DTYPE(television review-no opinion)

DUNS

The Dunn and Bradstreet trading partner identification number. These numbers provide a universal system for computer identification of companies.

Valid Forms:
DUNS
DUN

DU
DN

Examples:
DUNS(00 695 7856)
DUN(03 575 3920)

Footnote

Search article footnotes for your terms.

Valid Forms:
FOOT
FTN

Example:
FOOT(326 U.S. 465)

Geographical Name / Location

Use this search field to look for articles in which a geographical area or location figures prominently in the text.

Valid Forms:
GEO
GN
LO
LOC
LOCATION
GC

Examples:
GEO(Midwest)
GN(UK)
GEO(New South Wales)
GN(Black Forest)
*Note: **When you search using location, ProQuest finds articles containing your search terms in the index field. For example, a search for GEO(Paris), will find articles indexed on Paris and Paris City, Utah. To find articles indexed with the exact term Paris, use the literal search field: LGEO({Paris}). The literal search field uses curly braces inside of parentheses.***

Headnote

This search field looks for search words that occur in the headnotes of an article. Headnotes are short introductions, explanations, or comments at the beginning of an article. They are different from abstracts in that they do not attempt to summarize the content of the article.

Valid Forms:
HEAD
HDN

Examples:
HEAD(escalator accidents)
HDN(digital tv)
HEAD(Global Economy)

Image Caption

This search field looks for occurrences of search words in the caption text accompanying article illustrations, graphs, and photographs.

Valid Forms:
CAP
CP

Example:
CAP(Chart)

Index

Using this field locates all occurrences of search words in any searchable index field. It does not find occurrences in the text of the articles.

Valid Forms:
INDEX
IND
IX

Example:
INDEX(starcore)

ISSN

This search field looks for the eight-digit International Standard Serials Number (ISSN), where available. Hyphens are optional.

Valid Forms:
ISSN
SN
ISN

Examples:
ISSN(0011-4664)
SN(00916358)

Issue

Used to search **issue number**. Use **keyword(s)** to search this field.

Valid Forms:
ISSUE
IS

Example:
IS(10)

NAICS / SIC Codes (Industry Code)

The NAICS / SIC code defines the economic activity of a business as defined by the US Census Bureau.

Valid Forms:
SIC
NAIC
NAICS

Examples:
SIC(4911)
SIC(514210)

Number of References

Used to search number of references present in the document, and the number displayed in the record. To search for a range of numbers, enter the numbers separated by a hyphen. Use **keyword(s***)* to search this field.

Valid Form:
NR

Examples:
NR(40)
NR(10-50)

Pagination / Start Page

Use to search for specific pages of a publication. Useful for finding front page articles.

Valid Forms:
STARTPAGE
PAG
PAGE

Example:
PAG(A.1) AND PUB(wall street journal) AND PDN(1/10/2003)

Person

Use to find articles about a person. When the personal name field is displayed in an article citation, the life spans of historical figures follow their names.

You can enter the name in any format. Searching for **NA(John A Smith)** will return the same results as **NA(Smith, John A)**.

Valid Forms:
NAME
NA
PNM
NM
PER

Examples:
NAME(Toni Morrison)
NA(Vladimir Putin)
NM(Cesar Chavez)
*Note: **When you search using person, ProQuest finds articles containing your search terms in the index field. For example, a search for PER(Cher), will find articles indexed on Cher and Cher Pere Noel. To find articles indexed with the exact term Cher, use the literal search field: LPER({Cher}). The literal search field uses curly braces inside of parentheses.***

Product Name

Use to find articles about a specific product.

Valid Forms:
PROD
PR
PRO
TN

Examples:
PROD(TiVo)
PR(harley-davidson)

Publication Title / Journal Name

Used to search by a specific publication or publication.

Valid Forms:
SOURCE
SO
JR
JN
JO
SR
PTI
PUB

Examples:
SO(Forbes)
SO(New York Times or Washington Post)

JO(computing) — retrieves all periodicals with "computing" in their titles

School Name / Code

Search for dissertations granted by a specific school. Enter the school name or four-digit school code. You can use this field to search for a list of all schools within a particular country by entering the country name.

You can click the **browse schools** link to select from a list of available schools.

Valid Forms:
SC
SCH
SCHNAME

Examples:
SCHNAME(University of Michigan)
SCHNAME(sweden)
SCHNAME(0300)

Source Type

Use to include or exclude the following source types from your search: dissertations, newspapers, periodicals, or wire feeds.

Valid Form:
STYPE

Examples:
NA(Winston Churchill) AND STYPE(periodical)
GEO(Japan) AND STYPE(wire feed)

Standard Number

Used to search **ISSN** and **ISBN** index. Use the **hyphen** when searching for ISSN. Search for ISBN **without hyphens**.

Valid Forms:
SNUM
SNO

Examples:
SN(1010-0652)
SN(0415102006)

Subject Name / Code

Use the subject name / code search field to look for dissertations or theses about a specific subject.

You can enter a subject name, or the four number subject code associated with each subject name. You can also click the **browse subjects** link to select subjects from a list of those available.

Subject terms in this field conform to the ProQuest/UMI controlled vocabulary.

Note: *Subject searching is most effective when used with keyword, degree date, or other search limiters. Otherwise, the large size of the dissertation database may mean that your search takes several minutes to perform, and that your results set is unwieldy.*

Valid Form:
SUB

Example:
SUB(Music)

Subject Terms

Use the subject search field to look for articles about a specific subject. When searching Hoover's™ Company Records, this contains information on company type.

Valid Forms:
SUB
TERMS
SB
SU

Examples:
SU(venture capital companies)
  SU(Health Care)
  SU(nonprofit)
Note: ***When you search using subject, ProQuest finds articles containing your search terms in the index field. For example, a search for SUB(Models), will find articles indexed on Models and Models (Architecture). To find articles indexed with the exact term Models, use the literal search field: LSU({models}). The literal search field uses curly braces inside of parentheses.***

Ticker Symbol

Use to find articles with indexed ticker symbols. The ticker symbol is used by the major US stock market exchanges to identify companies.

Valid Forms:
TICKER
TK
TIK
TS

Examples:
TICKER(AAPL) — Apple Computer, Inc.
TK(INTC) — Intel Corporation

UMI Dissertation Order Number

Used to search the ID number that identifies the dissertation described in a record from UMI.

Use **numbers** to search this field.

Valid Form:
XID

Example:
XID(3080169)

Word Count

The number of words in the article text. Use this search field to locate articles under (<) or over (>) a certain length.

Valid Forms:
WORDS
WRD
WD
WC

Examples:
WORDS(<1000) finds articles containing 1000 words or less
WRD(>500) finds articles containing 500 words or more
WC(>750 AND <1000) finds articles between 750 and 1000 words

Year

Used to search *publication year* index.

Valid Forms:
YR
PY

Examples:
YR(1986)
YR(1986-1987)
YR(>1998)
YR(<1998)

Search Guide: ABI/INFORM

Stop Words

ProQuest ignores the following frequently used words. To use them as part of a search phrase, enclose them with quotation marks (""). *Example:* "the sound and the fury".

about	after	also	an	and
any	are	as	at	be
because	been	between	both	but
by	can	could	do	each
for	from	had	has	have
how	if	into	is	it
its	just	like	make	many
more	most	much	no	not
now	of	only	or	other
our	out	said	should	so
some	such	than	that	the
their	them	there	these	they
this	those	through	to	use
was	we	were	what	when
which	while	who	will	with
would				

Where to find help

In North America:

- **Technical Support**
  Phone: 800-889-3358
  Email: tsupport@proquest.com
  Web: http://proquest.com/techsupport

- **Search Assistance**
  Phone: 800-889-3358
  Email: technicalsupport@proquest.com
  Web: http://proquest.com/techsupport

- **Product Help**
  Product help and downloadable guides:
  http://proquest.com/products_pq/training

Outside of North America:

- **Technical Support**
  Email: support@proquest.co.uk
  Freephone: 0880 220 710 (UK only)
  Telephone: +44 1223 271 496 (Outside of UK)

- **Product Help**
  Product help and downloadable guides:
  http://proquest.co.uk/pqtraining