Repère – Quick Reference Guide

Simple search

Start the simple search by filling out the straightforward **Recherche simple** form. Enter at least one search term and click the **arrow** to perform a keyword search in the periodicals database. To search for an exact expression, place the expression in quotation marks. If you enter several search terms, the system will combine them. For example, if you enter.

> Sujet : *Biodiversité*
> Titre du périodique*: Québec science*

you will find all the articles about biodiversity that have been published in *Québec science* magazine.

Here is some information on the form, to help you make the most of this type of search.

Search type

- **Sujet + titre + résumé** (subject + title + summary): Lets you find references using descriptors (keywords), article titles, and summary contents.
- **Sujet (vedettes-matières)** (subject (subject headings)): Lets you find *REPÈRE* references using the **descriptors** (keywords) that are assigned to each article. For example: *Insomnie* or *Médias sociaux*.
- **Auteur** (author): Lets you find articles using the name of the author(s). For example: *Jonathan Trudel* or *Chantal Hébert*.
- **Titre de l'article** (article title): The words contained in the article titles.
- **Titre du périodique** (periodical title): The title of the periodicals in which the articles were published. For example: *Actualité, Débrouillards* or *Science & vie*.

1 Access the list of all periodicals included in REPÈRE.

2 Automatic search that uses the AND operator Use the advanced search for an OR search.

3 The author's given name and surname can be entered in either order.

NOTES :

- You can use the wildcard symbol (*) anywhere within a given word.
- Use quotes (") to search for an exact expression.
- Never use apostrophes ('), periods (.), or hyphens (-) in the search field.
- Never use initial articles in magazine titles. For example: *Actualité* and not L'Actualité.

REPÈRE

Advanced search

Use the **Recherche élaborée** when you have a **very specific query** that brings together several elements. For example, articles on the subject of *l'Éducation*, written by *Pierre Fortin* in L'*Actualité* magazine, or articles on *chômage en France*, published in the *Courrier international*.

The **advanced search** form is similar to the simple search form. However, it lets you introduce four elements into your search, by using **ET**, **OU** or **SAUF** (AND, OR or NOT).

Instead of searching by **Titre de périodique** (periodical title), as in the simple search, the advanced search uses **Titre, numéro du périodique** (title, periodical number). It lets you search not only by periodical title, but also by periodical number. For example, *Actualité sept. 2015* or *Express No 3344.*

You can also search for a reference using the **Numéro SDM (SDM number).** This is a unique 7-character identifier that is assigned to each *REPÈRE* article. For example, *9951697* or *B575968*.

1 — Lets you search by title and periodical number. Ex.: *Actualité sept. 2015* or *Express No 3344*

2 — Lets you track a reference using a unique 7-character identifier that is assigned to each *REPÈRE* article. Ex.: *9951697* or *B575968*

3 — Lets you search for several terms found, in any order, within a 5-word expression. Ex : searching with *FONTE ARCTIQUE* will also give results for *FONTE des glaces de l'ARCTIQUE, FONTE de la banquise de l'ARCTIQUE*, etc.

4 — Maintains word order and adjacency. Ex : *Moyen âge* or *âge moyen*

5 — Lets you search for several terms, regardless of their order or position.

6 — You can combine several categories by pressing **CTRL**.

7 — Lets you limit the results to those from a specific period: since 2000.

8 — Data Base : approximately 600,000 references
Full text : 123,000 references (2015)

REMEMBER:

- The advanced search is useful if your query contains **several elements**.
- The use of the wildcard symbol (*) will increase your search results. For example.: *AUTIS** will find articles about autism or autistics.
- Do not use punctuation.
- Pay attention to **the order of the queries**. For example: For a search on unemployment in France or Germany, you must enter: Sujet *France **OU** Allemagne **ET** sujet *Chômage.* If you enter sujet *Chômage* **ET** sujet *France* **OU** *Allemagne,* the results you get will be on unemployment in France, and on Germany in general.
- **ET** (AND): Combines the responses to two queries.
- **OU** (OR): Adds the responses to one query to those of the second.
- **SAUF** (NOT): Eliminates the response to the second query from the response to the first.

SDM