

## **Searching the PEP CD Rom Archive**

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## Search Syntax

**Background: When you specify a search, you need to find the right balance between precision and recall.** If you specify a "precise" (very specific and restricted) search, you will get fewer matching articles, and so if your search criteria is right, you have the article(s) you want and fewer articles that aren't of interest.. On the other hand, if your search isn't exactly right, you may not find the article(s) or concepts you are looking for. A broader search increases recall, which means the results are more inclusive. You will have more to look through, but the result you are looking for may be more likely to be there. Different query or search strategies yield different "ratios" of precision and recall.

### Rules for Searching

- Enter the keyword input box ("Search for Words or Phrases") the word(s) or phrase(s) that you wish to retrieve.
- Use specific words instead of general ones. For example, a search for positive transference will return fewer and more targeted results than a search for transference.
- A boolean search request consists of a group of **words** or **phrases** linked by operators such as **and** and **or** that indicate the relationship between them.

### Examples:

transference <b>and</b> countertransference	Both words must be present
transference <b>or</b> countertransference	Either word can be present
transference <b>and not</b> countertransference	Only transference must be present
transference <b>w/5</b> countertransference	Transference must occur within 5 words of countertransference
transference <b>not w/5</b> countertransference	Transference must not occur within 5 words of countertransference

**Note:** If you use more than one operator, you should use parentheses to indicate precisely what you want to search for (see precedence rules below).

Use the **AND** operator in a search request to connect two expressions, both of which must be found in any document retrieved. For example, to search for documents containing the word countertransference and the word transference, type countertransference and transference in the keyword input box. A more complicated search: (transference or countertransference) and (enactment w/5 process) would retrieve any document that (1) contained either transference **OR** countertransference, **AND** (2) contained enactment within 5 words of process.

Use the **OR** operator in a search request to connect two expressions, at least one of which must be found in any document retrieved. To search for documents containing either the word "countertransference" or the word "transference," type countertransference or transference in the keyword input box.

Use **NOT** to narrow your search by excluding a term you may not want. If you type positive transference in the top keyword input box and negative transference in the second dialog box, your search will return only those documents that include the words "positive transference" and exclude the words "negative transference."

Use quotation marks around a phrase to search for an exact match of those words in sequence. For example, to find the phrase "positive transference" type "positive transference" in the keyword input box, including the quotation marks. Without the quotation marks, your search will return documents containing the word "positive" and the word "transference," even if the words are not used together.

Use **wildcard \* (asterisk)** for multiple endings. By typing an \* (asterisk symbol) at the end of a word, you can search for items with multiple endings. For example, typing interp\* in the keyword input box will return documents that include the words "interpret" "interpreter," "interpreting," "interprets," and "interpreted."

Use a question mark (?) as a wildcard for a single character. By typing a question mark symbol (?) anywhere within a term, any character (numeric or letter) will match in that position.

### Dictionary Based Operators

You can also take advantage of several dictionary type operators to improve recall in your searches. This includes "stemming" (all forms of a word, including irregular forms) and thesaurus (synonym) based lookups.

To use stemming, take one form of the word and add a ~ (tilde) at the end. For example, a search for **applied~** would also find applying, applies, and apply.

### Thesaurus

To further enhance search recall, PEP has incorporated an industry specific thesaurus into the site. Use the thesaurus suffix ampersand (&) to expand the effect of the search term to include conceptual synonyms. If you wrote the word paranoia&, you find articles containing words matching paranoia or synonyms of paranoia such as anxiety, suspicion, fear, mistrust, apprehension.

**Note:** The PEP Thesaurus function had not yet implemented on PEP Web as of 2006-05-11, but should be available soon.

### Proximity Searches

Proximity Searches allow you to search for terms which fall within a specific number of words from each other.

- PEP Web is defaulted to search terms, words or phrases at the paragraph level, although you can also specify article level.
- When creating a word proximity search, you must specify a range for the search.
- If you wanted to search for the terms countertransference, transference, and "acting out" within 10 words, you would write: countertransference transference "acting out" w/10.
- Wild cards can be used in phrase and proximity searches.

### Search by Fields

PEP Web is set up with multiple fields such as Author, Year, Article, Para, Reference, etc. Additionally, the "Or, And or Not" logical operators are also displayed on the search screen to further help limit your searches. The default search will look for your word or phrase within the full text and fields of the documents. If you would like to search for a specific field, you may enter those values in that field's search boxes.

- to search only within the References at the end of each article, select the radio button "references" and enter your search words or phrases. (Note: Normally, references are excluded from searches, so this method is the only way to search references).
- to search only within for dreams in articles, select the radio button "dreams" and enter your search words or phrases.

**Note:** For simple word combination searches (and/or) using the Article radio button is less useful than using Para, unless you wanted to find an article talking about two concepts as they wouldn't necessarily be in the same paragraph or even near each other. When you try to exclude a concept from a search, using "Not", the article radio button is more specific, since it would exclude that concept from the entire article.

**Important Note:** Para search is actually "approximated" by requiring that the search terms are within 25 words of each other. They may, however, actually be in different paragraphs.

### Search Year

Year field may be a specific year, or a range.

The default search does not set limits according to year. You can narrow a search by year or year range by selecting from the drop down menu. Choose "Anytime," "Since," "Before," or "Between" and indicate a month, day, or year.

List of search operators

Term	Function	How to Use	Example
<b>AND</b>	Finds one term and a second term	Separate the words with a space, or separate with "and"	Chronic hypochondria Polymer blue; polymer and blue
" "	Finds terms in an exact sequence	Use quotation marks around the sequence	"chronic hypochondria" "polymer and blue"
<b>OR</b>	Finds one term or another term	Separate terms with "or"	House or Senate hypochondria or feigning
<b>NOT</b>	Finds one term but not another	Separate terms with "not"	House not Senate Hypochondria not chronic
<b>* (asterisk)</b>	Finds any terms starting with a specific sequence of letters	Type the letters, followed by an asterisk symbol (*)	Work psychoanal* matches psychoanalysis, psychoanalytic, psychoanalyst, ...
<b>?</b>	Finds variations of a term	Replace letters with the ? symbol	wom?n returns woman, women

<b>w/</b>	Finds terms that are within a certain number of words of each other	Separate words with a "w" and a slash mark (/) and the number of words which can occur between the search terms	smoke w/5 transference w/5 aggressive tobacco finds "smoke transference " and "tobacco aggressive " within 5 words of each other (in either order)
<b>&amp; (ampersand)</b>	Finds variations of a term using an industry thesaurus	Place the & at the end of the word.	trauma& Finds all documents matching trauma and all synonyms as derived from an industry dictionary (Klumpner)
<b>~ (tilde)</b>	Stemming (word forms)	Place the ~ at the end of one of the word forms	apply~ returns matches for apply, applies, applied
<b>%%</b>	Fuzzy (imprecise) matching	Place % in the middle of the word, string where you want the imprecision. The number of % signs you include determines the number of characters which can differ from the specified word and still constitute a match.	psycho%%%%analysis matches psychoanalysis, psychoanalytic, psychoanalytical, ...
<b>~~ (double tilde)</b>	Range	Place ~~ between two numbers representing the outside of the range	10~~20 returns matches for any number between 10 and 20, inclusive.

Use of the \* wildcard character near the beginning of a word will slow searches somewhat.

**Note:** With PEP Web, when the radio buttons "And", "Or", or "Not" are selected, two Search by Word or Phrase dialog boxes display, which allows the search to be further refined according by selecting any of the fields (Article, Para, Dreams, etc.) displayed in the PEP Web Search Criteria screen.

## The Search Engine

The PEP Archive provides much more than just an electronic duplication of a hard-copy journal.

The PEP Archive CD-ROM is accessed via a state-of-the-art search engine called Folio Views. The PEP WEB archive (available only for university students and staff) is accessed by Folio Views' sister product LivePublish - offering much more power than is usual on the web.

Whereas online psychoanalytic journal services permit you to search abstracts and download articles, they don't offer the full range of content-based searching built into the PEP Archive. In the PEP Archive you can find an article not only by author, title, journal, and year, but also by indicating any word or phrase that occurs in the article. For more precise searches, you can limit the search to a specific context such as a dream or a clinical dialog. And to make sure you find all relevant articles, even if they use a variation of the terminology you are searching for, the software's thesaurus function can automatically expand the search based on psychoanalytic concepts and terms. After finding the information, you can take advantage of the PEP Archive's personalized study tools such as notes, highlights, and bookmarking.

Instead of going to a bookshelf to check a reference, you can instantly jump there or traverse the entire archive in seconds by simply clicking your mouse. With search speeds this fast, researchers can take their time developing their ideas as they navigate the literature. The Archive's searching ability is what makes it truly special. Given such a complex and sophisticated search engine, PEP has designed its own specialized PEP-Help on-line manual. After a 45-minute tutorial, in the comfort of your own home, you will be searching, cutting, pasting, printing and more.

## Methods for Searching the CD Rom

The PEP CD-ROM has several methods to search the articles in the archive. This chapter will describe the different custom search dialogs and the alternative ways to access them.



[Search by Context Icon](#)





[The Ranked Search Query Tool](#)



[Advanced Search Icon](#)



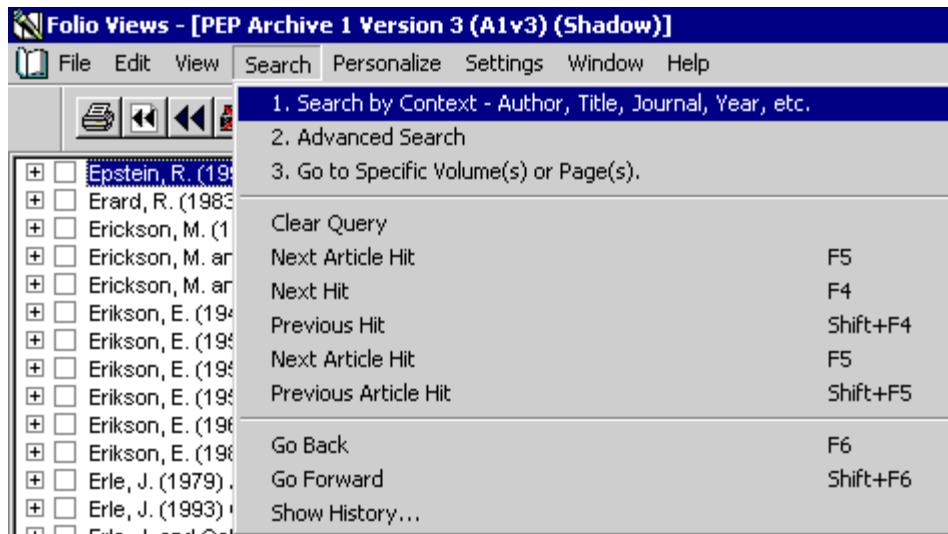
[Go to Specific Volume or Page](#)

The most user-friendly method of searching all the articles in the PEP CD-ROM Archive is to use the **"Search by Context"** dialog **[Ctrl+1]** or  icon. For a relevance ranking search (defaulted to 50 articles), use the space in the Query Tool or Ranked Search Dialog box on the Toolbar at the top of your screen. The **Advanced Search Query** dialog or  should be used only by individuals who are advanced and have read and understand the Folio Views Help. The  or Go to Specific volume or page let's you put in the specific information you might know, say if you had a journal in front of you. Finally use the  icon to cancel your search. To read about other types of searches, [click here](#).

### 1. Search By Context Dialog

From the "Search By Context" dialog, you can do most all of your searches. This dialog box has many options to do over 98% of your searches. There are several ways to get to this screen:

- Select Search by Context - Author, Title, Journal Year, etc" from the Search pull-down on the Menu Bar at the top of the Folio Views screen.



Or

- Select the Search by Context icon  from the Search Toolbar shown here:



Or

- Select [Ctrl + 1] from your keyboard

You will see the following **"Search by Context"** screen:

### ▶ Search for Words or Phrases in Context

In this section of "**Search by Context**" dialog, you can add information to further narrow the context.

- Type a word or words in the dialog box at the top of the screen

If you select the **Paragraph** radio, the search will yield results for all the words selected to appear in the same paragraph. This paragraph search makes it more likely that the words desired are in closer proximity to each other. [Click [proximity search](#) for more information and instruction.] If you select the **Article** radio, the search will take place at the article level. (The words could appear separately in any paragraph throughout the entire article.)

**Note: It is recommended that the paragraph search be used to increase the power of your search.**

With a click on **Quote**, you can search for any quote you place in the box below. Click on the **Dream** radio and you will find dream material, limited to any content you specify in the empty box below. Similarly, by clicking the **dialog** radio, the PEP disk can also search a dialog between patient and analyst. Each of these searches are defaulted to exclude the reference section. In this way you will be able to access the actual articles that have the information you want.

By clicking on **Reference radio**, you can specifically search the reference section of each article. In this way you can pick up references that may be referred to in an article on the PEP Archive, but are not contained as actual articles published on the PEP Archive Journals.

In the Search by Context screen (shown above), you can not do a ranked search or searches that use brackets. (Searches using brackets are specialized, advanced searches, which are done using **F2** or the Advanced Query mode of searching.) However, in the Search by Context screen you can also use Boolean Operators to further specialize your search. By putting quotes around your words, you can create a phrase to search.

### [Search Article Properties](#)

In this section of this dialog put whatever information you have in one or more of the boxes. The more information you put down the more limited the search will be. **If you are inputting Year, Journal Code and/or Article Type, the Index View located on the left of the screen can interactively prompt for year, the abbreviation of journal code, or the specific Article Type you will want to search.**

#### 1. Finding an Author, Title or Journal

Fill in any field for which you have information. for example, if you want to look for all the articles written by Steven Mitchell that were published in Psychoanalytic dialogs or Psychoanalytic Inquiry after 1990.

**Result:** The results area displays the number of articles that match your search terms.

## 2. Year

You can place the year you know or further specify the search by adding "<" for less than or ">" for greater than. For example: If you put ">1990" (greater than 1990), you would be searching all articles from 1991 onward and all articles from before 1991 would be eliminated from your search.

## 3. Journal Code

When the cursor is in the Journal Code box, a list of journal codes can be seen in the Index Pane. Double clicking on one or more of the journal codes listed in the index pane will automatically insert the codes into the journal code box. All journals will be searched if no code is entered. Each journal entered will further limit the search.

apa = Journal of the American Psychoanalytic Association

bap = Bulletin of the American Psychoanalytic Association

bip = Bulletin of the International Psychoanalytical Association

cps = Contemporary Psychoanalysis

ijp = International Journal of Psychoanalysis

irp = International Review of Psychoanalysis

paq = Psychoanalytic Quarterly

pd = Psychoanalytic dialogues

pi = Psychoanalytic Inquiry

psc = Psychoanalytic Study of the Child

NOTE: Multiple journals can be searched simultaneously by adding an "or" after each journal code. For example, if you wrote ijp or apa or pi, you would search all three journals only.

#### 4. Article Type

**This box selection allows you to limit your search to the following contexts:**

abs = Abstracts

ann = Announcements

art = Article

com = Commentary

pro = Profile

rep = Report

rev = Review

#### [Limit Search to Checked Branches](#)

You can limit your search to only those articles or sections of the articles when they are checked.

See the section [Using Checked Branches to Search or Print.](#)

**IMPORTANT: After you use this feature, or after you print using the new print section feature, you must CLEAR your selections using the Edit menu option (located above on the Menu tool bar). "Clear All Checks" (or right click for PC users on the Bibliography pane of any tab and select "Clear All Checks").**

#### [List Bibliography from your Search](#)

This new feature allows you to export the references found from your search. By putting a check in box "List Bibliography from your Search", the bibliographical references from your search appear in the Document Pane. You have the option to print some or all of those references or [cut](#)

[and paste](#) them to your word processing program. [Click here](#) to learn how to print List Results in Bibliography Form.

## 2. The Ranked Search using the Query Tool or Query Dialog

The **Query Tool [F3]** or **Query Dialog** are used to do a ranked search for text in the archive. Ranked "relevancy" searches using the **Query Tool** always show only the top 50 articles as ranked by relevance - that is articles containing the most occurrences (hits) of the searched term. The results are displayed in ranked order; the article with the most matches (hits) appearing first.

- Click on the text entry area (white field) of the Query Tool on the Toolbar



If text is already in the field, the text will appear colored. Typing any letter will clear the field and the new text appears. Alternatively you may use the backspace key to clear out old text.

- Type in the text you wish to search for in the Query box. For example, type in the words transference enactment as we have done here

- Press the *Enter* Key

Your screen should look something like this:

**Folio Views - [PEP Archive 1 Version 3 (A1v3) (Shadow)]**

File Edit View Search Personalize Settings Window Help

transference enactment

Hirsch, I. (1997) Enactments: (A...  
 Hirsch, I. (1998) The Concept...  
 Josephs, L. (1995) Countertra...  
 Josephs, L. (1997) Accessibilit...  
 Katz, G. (1998) Where the Act...  
 Levine, H. (1994) The Analyst...  
 Levine, H. (1996) Action, Tra...  
 Lindon, J. (1994) Gratificatio...  
 Loewald, H. (1975) Psychoana...  
 Markman, H. (1997) Play In T...  
 McLaughlin, J. (1991) Clinica...  
 McLaughlin, J. and Johan, M...  
 Meissner, W. (1991) A Decade...  
 Meissner, W. (1998) Neutrality...  
 Olinick, S. (1996) An Aspect C...  
 Paniagua, C. (1998) Acting in...  
 Ponsi, M. (1997) Interaction A...  
 Reed, G. (1997) The Analyst's...  
 Rothstein, A. (1995) Psychoan...  
 Roughton, R. (1993) Useful As...

Katz, G. (1998) Where the Action is: The Enacted Dimension of Analytic Process

*Journal of the American Psychoanalytic Association*

(1998) J. Amer. Psychoanal. Assn., 45: 1128-1167

**Where the Action is: The Enacted Dimension of Analytic Process**

Gil A. Katz

Enacted processes—variously addressed in the current literature by such terms as enactment, actualization, and interaction—represent the conceptual reuniting of Freud's concepts of transference and acting out. These various concepts include a recognition that transference may be represented not only on the verbally symbolized level but

Rank	Article
100	Katz, G. (1998) Where the Action is: The Enacted Dimension of Analytic Process J. Amer. Psychoanal. Assn., 45: 1128-1167
99	White, R. (1992) Transformations of Transference. Psychoanal. St. Child, 47:329-348
99	Hirsch, I. (1998) The Concept of Enactment and Theoretical Convergence Psychoanal Q., 65: 1-15
99	Hirsch, I. (1996) Observing-Participation, Mutual Enactment, and the New Classical Mode of Observation. J. Amer. Psychoanal. Assn., 43: 1-15
99	Roughton, R. (1993) Useful Aspects of Acting Out: Repetition, Enactment, and Actualization. J. Amer. Psychoanal. Assn., 40: 1-15
99	McLaughlin, J. and Johan, M. (1992) Enactments in Psychoanalysis. J. Amer. Psychoanal. Assn., 39: 1-15
99	Reed, G. (1997) The Analyst's Interpretation As Fetish. J. Amer. Psychoanal. Assn., 44: 1-15
99	Chused, J. (1991) The Evocative Power of Enactments. J. Amer. Psychoanal. Assn., 38: 1-15

All Search Browse Document Bibliography Ranking Graphic

Article: 23 / 50 Hit: 1 / 50 Query: transference enactment

This search is a ranked search for the terms transference enactment. It lists the top 50 articles as ranked by relevance - that is articles containing the most occurrences (hits) of the searched term. The results can be viewed in the Ranking window (just above the **Views Tabs Tool Bar**) and are ranked from the highest number of hits to the lowest. In this example the Katz paper had the most dense use of the terms countertransference enactment.

The Ranking Window shows each of the papers in rank order. The Bibliography Pane to the upper left of the document displays these 50 papers in alphabetical order. You can view the full text of any of these 50 papers by double clicking on them in either pane.

Use the Views Tabs Toolbar at the bottom of the screen to choose the format for displaying the search results (All, Search, Document, Ranking etc. as described in the Quick Introductory Tutorial in this Manual.)


**IMPORTANT:** A "List Bibliography from your Search" in order to export is not possible with the ranked search. You can however print out your ranked search. [Click here](#) for instructions.

**NOTE:** The action of the Query dialog [F3] is exactly the same as the Query Tool, i.e. they both do Ranked searches and all ranked searches done with these two methods always show only the

top fifty articles as ranked by relevance. **If a user wants to do a relevance search to find a larger or smaller number of articles ranked by relevance, that can be done using the Advanced Query dialog.**

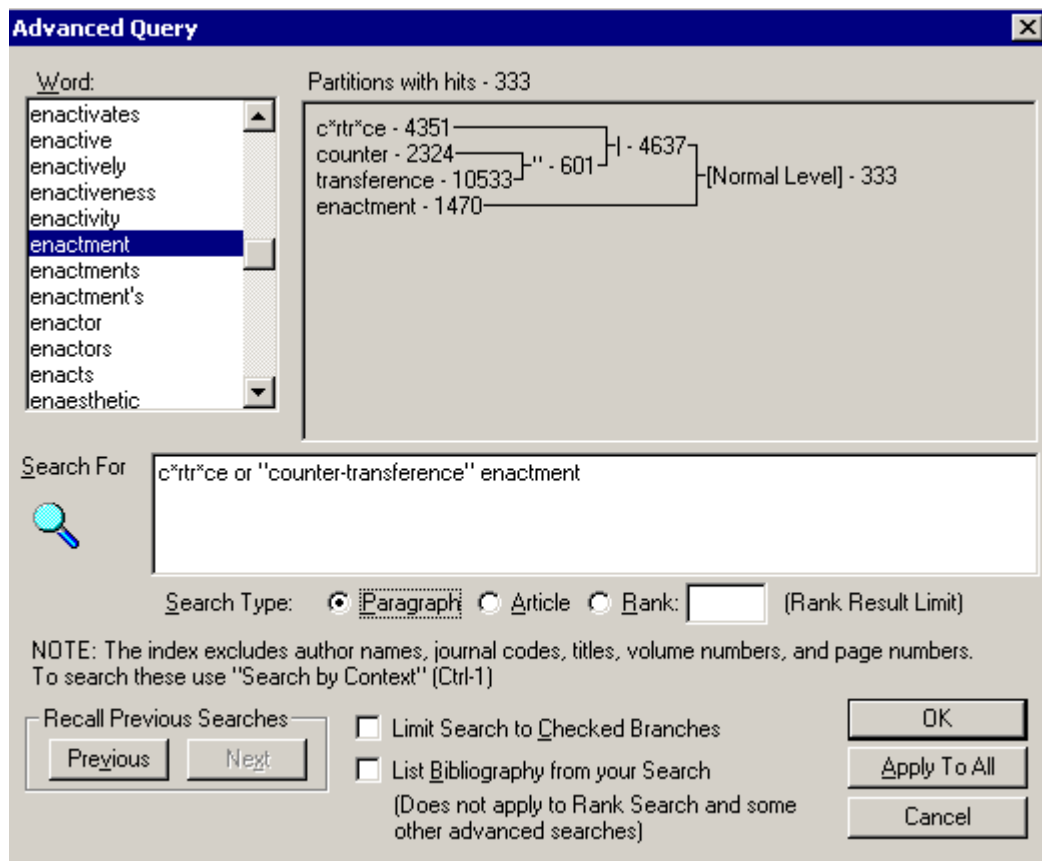
### 3. The Advanced Search

PEP has designed a new Advanced Search which allows you to do many advanced searches as well as to easily do a ranked search of any number you want. This screen can be found most


easily by selecting the Advanced Search icon . Or, you can pull-down the Advanced Search menu from the Menu Bar located at the top of the your Folio Views screen. You can also keystroke **[Ctrl +2]**. However, we think the easiest method is to

**Select the Advanced Search icon  and type in c\*tr\*ce or "counter-transference" enactment**

Your screen should look something like this:



Note: The **Advanced Search [Ctrl + 2]** screen has the added customized feature "List Bibliography from your Search" as well as provide a way to do a Ranked Search. Both Advanced Search and Advanced Query **[F2]** search in the same manner.

The custom **Advanced Search** using either the  icon or keystroking **[Ctrl + 2]** is very similar to the Folio Views **Advanced Query [F2]**, except that we customized the search to be able to ["Limit Search to Checked Branches"](#) and ["List Bibliography from your Search"](#).

The **Folio Views Advanced Query [F2]** is a very powerful and sophisticated search tool, which gives you complete access to the Folio Views Query Syntax. It is probably not needed, but if used, should be employed only AFTER you have mastered the PEP Tutorial and have familiarized yourself with the **Search by Context** method of searching. This syntax helps you focus and refine your searches through the use of Boolean operators, wildcards, proximity operators, and scope limitations. read Folio's . [Click here](#) for information about *Folio Help*, *Folio's* own extensive documentation.

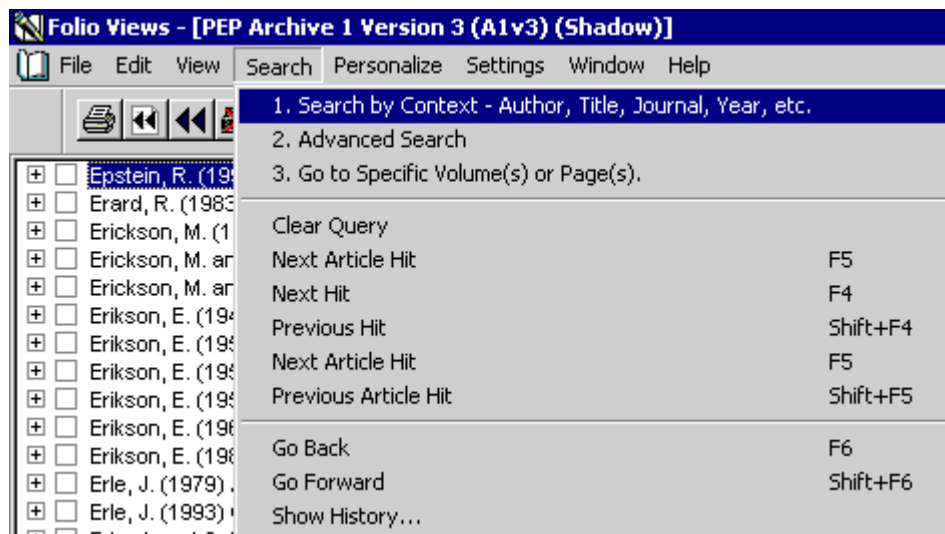
It is important to note that when you are in Folio Views Help, which is different from PEP HELP, you will be using the Folio search engine to search the help file. on how to get help to do a ranked Advanced Search. If you have not yet used Folio Views Help then [click here](#) to go too the topic that explains about the Folios Views Help.

**NOTE: PEP has designed custom search dialogs to help simplify the Folio Views searches. These Custom dialogs will NOT appear in the Folio Views Help. Some of these dialogs only WHEN CHECKED may change your ability to do searches at the partition, level, etc.**

**\*\*\*WARNING: Each of the methods of searching will give you different results, because of the different logic employed. Therefore, if you were searching for "transference resistance", you will get different results for the phrase search depending upon whether you were doing a Search by Context Search, a Ranked Search, or an Advanced Query Search.**

#### 4. Types of Searches and Navigating Them

The **Search Pull-Down** window viewed below will help you access the various Search tools as well as ways of navigating through your searches.



From this pull-down window, you can either select a search dialog such as [Search by Context \[Ctrl + 1\]](#) or [Advanced Search \[Ctrl +2\]](#).

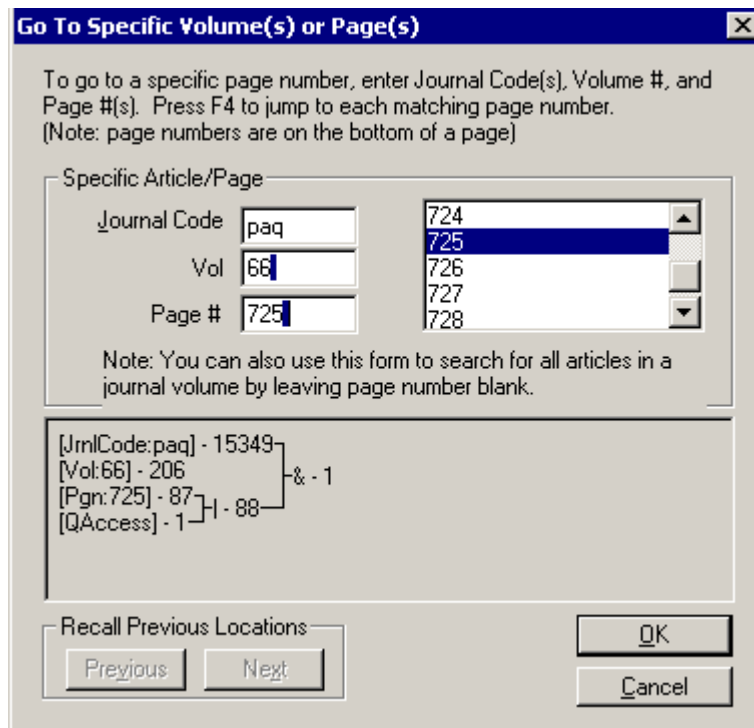
In addition you can also:

▶ Go to Specific Volume or Page

You can go to the Search Menu pull-down and highlight and select "**3. Go to Specific Volume(s) or Page(s)**" or press **[Ctrl + 3]**. We suggest using the custom search icon:

Select Search icon 

In this example shown below we are interested in finding the text in volume 77, page 217 of the IJP.



**Go To Specific Volume(s) or Page(s)**

To go to a specific page number, enter Journal Code(s), Volume #, and Page #(s). Press F4 to jump to each matching page number. (Note: page numbers are on the bottom of a page)

Specific Article/Page

Journal Code: paq

Vol: 66

Page #: 725

724  
725  
726  
727  
728

Note: You can also use this form to search for all articles in a journal volume by leaving page number blank.

[JrnCode:paq] - 15349  
[Vol:66] - 206  
[Pgn:725] - 87  
[QAccess] - 1

Recall Previous Locations


Previous Next

OK

Cancel

Fill in the information you have for Journal Code, Volume or Page #. This dialog can be used to find a specific page of a specific journal as well as to be able to search for all articles in a journal volume. The more information you have, the more specific the results.

Press OK

Hit F4 or the forward hits key  two or three times to get to the page you want.

This leads us to a discussion about moving through your results.

## ▶ Navigation Tools to Display your Results


You can navigate through your searches in many ways, using the icons found on the Toolbar at the top of your PEP Archive Screen. They are shown here.



### 1. Next Hit or Previous Hit or Next Article or Previous Article



To display the **next** highlighted occurrence (hit) of the searched words


Click the Right Hits button  or press [F4] on *your* computer keyboard.

To go to the previous hit

Click on the Left Hits button  or press [shift F4] on your computer keyboard.


NOTE: HITS are highlighted occurrences of the words or phrases you have searched.

To display the **next** highlighted article

Click the Right article button  or press [F5] on *your* computer keyboard.

To go to the previous article

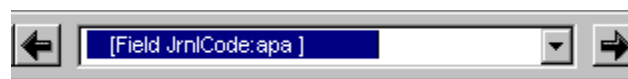
Click on the Left article button  or press [shift F5] on your computer keyboard.

Press the  Search Tab for the Search Window of the results

*IMPORTANT: Before you move to the next or previous hits, you **MUST** make sure that your cursor is in the Document Window pane by moving the cursor onto text in the document and clicking the mouse button.*

### 2. Go Back or Go Forward

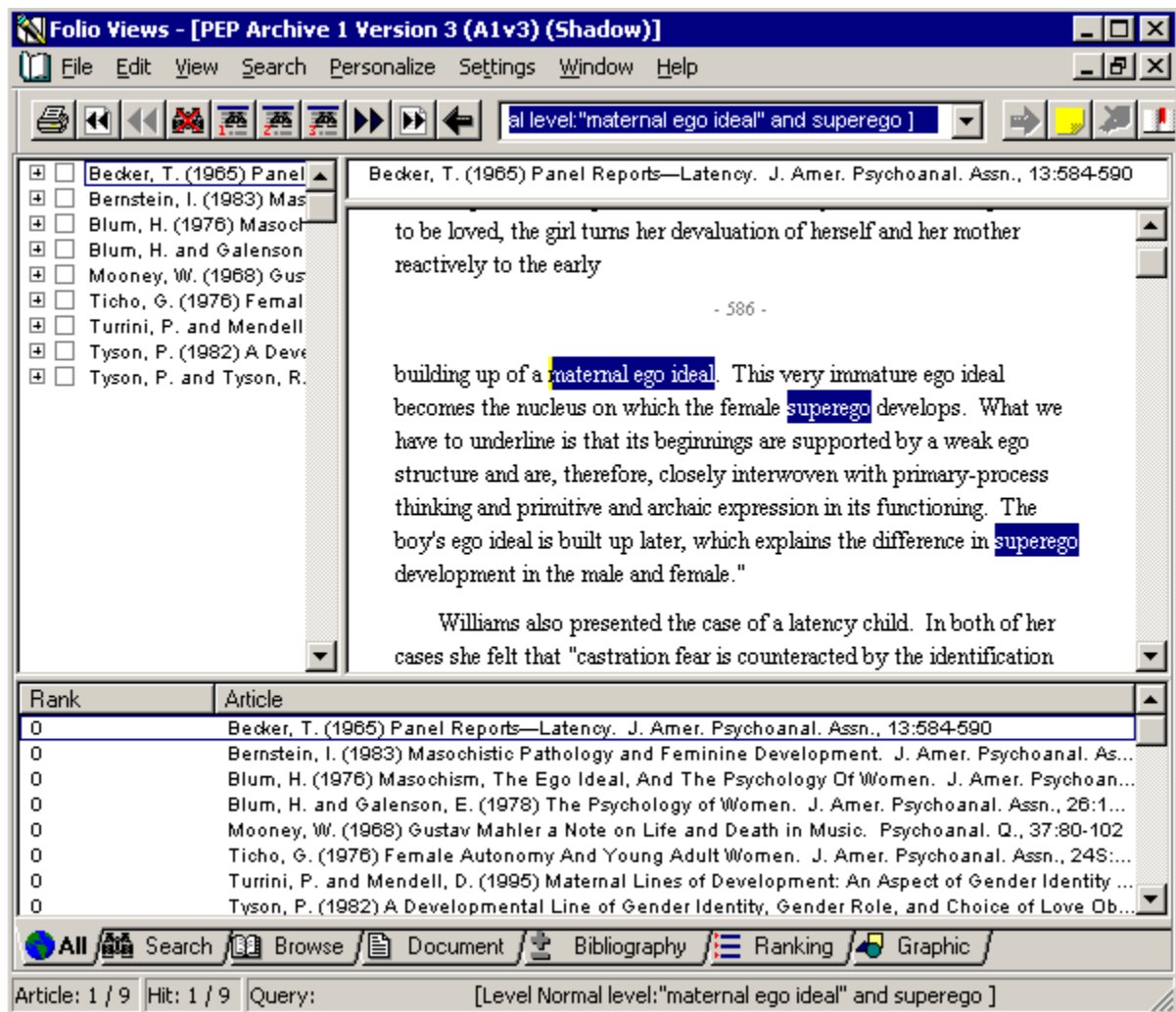
The two large navigational arrows shown on either side of the Ranked Search dialog will help you move throughout your previous screens and searches. Here is a picture.





Press OK

Your screen should look like this:





The Folio Views screens display the results of the search for the first hit in the archive where the words maternal ego ideal or superego appear in the same paragraph. Look in the [PEP Tutorial](#) for more sample searches.

Use the next/previous hits buttons and next/previous articles buttons to look at your hits. Don't forget to make sure that you have first clicked in the document window pane before moving from hit to hit.

### Using Advanced Query Search to do a Ranked Query

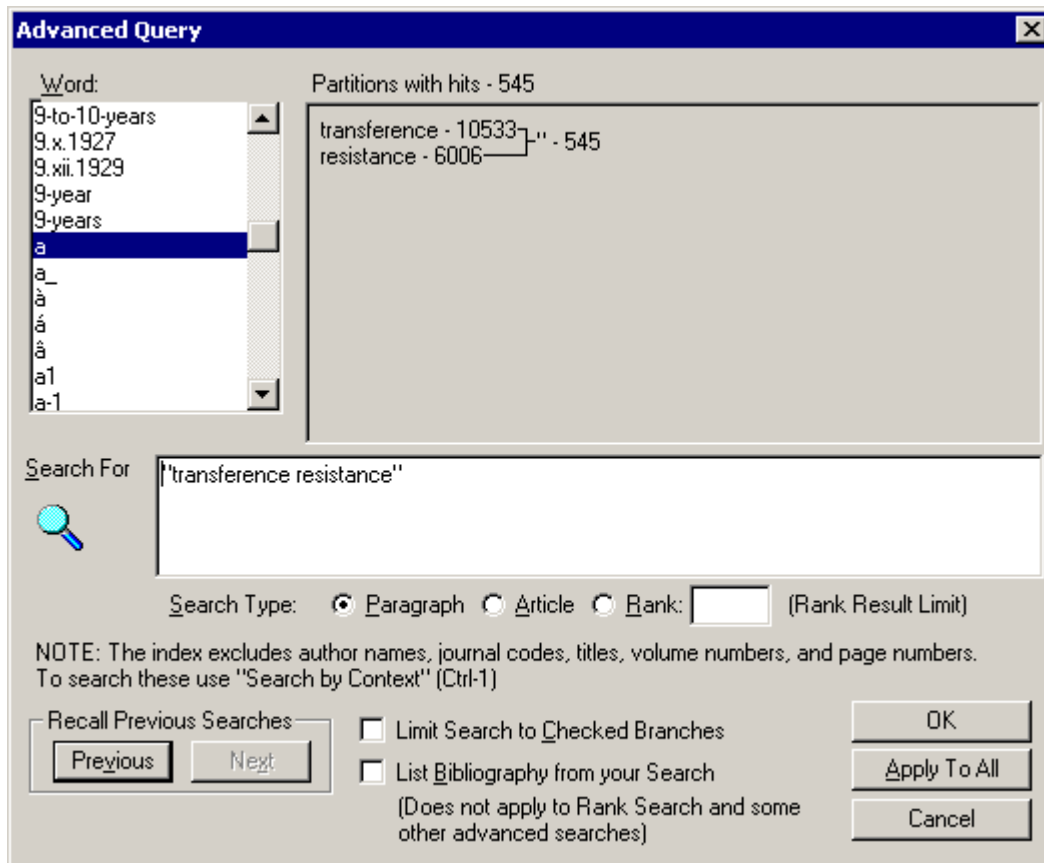
If you wanted to limit your search to a specific number of papers in the archive for a particular topic, you would use the Advanced Search to do a specified ranked search.

NOTE: The Ranked Search Query tool is defaulted to 50 and you can not do a ranked search from the Search By Context  search. The search logic is different with each of these three types of search tools.

Select the Advanced Search  icon or press [Ctrl + 2].

Type in the words "transference resistance" and see the Word Tree work for you.

You will get 545 references as shown here:

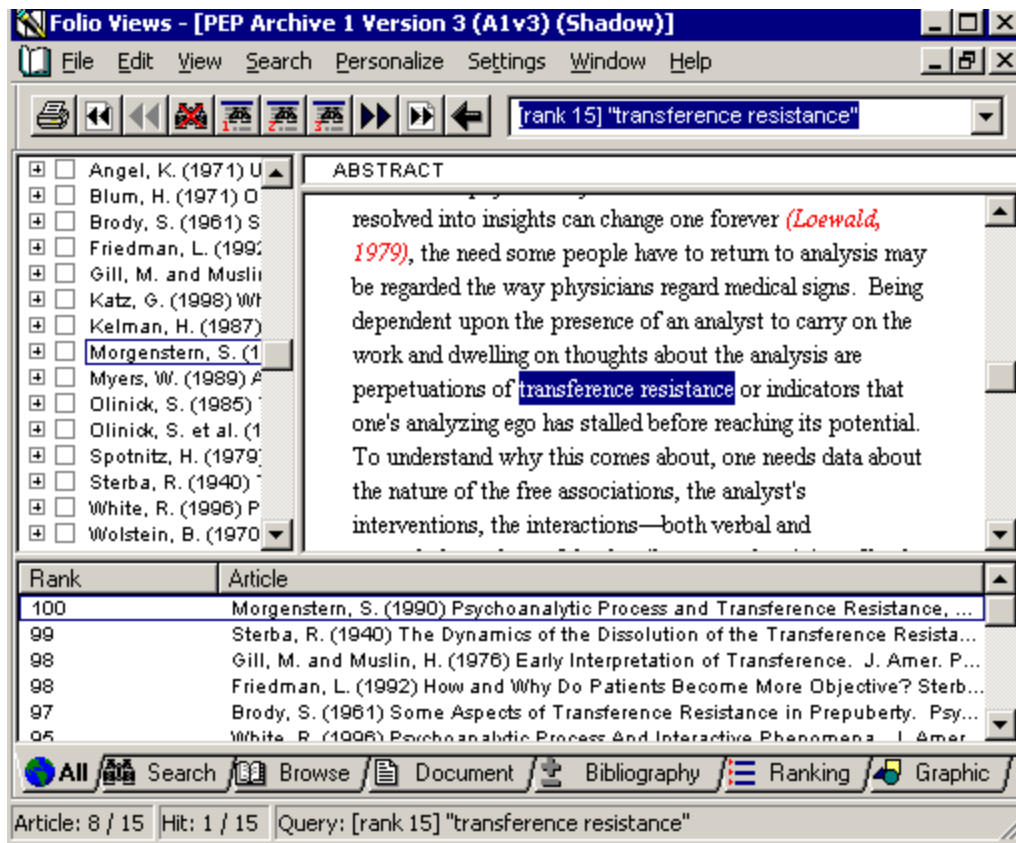


Now you can specify any number you want to further limit this search to the most relevant articles.

Type 15 into the Rank field and check the rank radio.

Click OK to close the Advanced Search Box and display the results



Your screen should look something like this:



Select the Ranking Tab (on the Views Tabs Toolbar) to see the 15 articles displayed in order of the number of hits. (The Bibliography window displays the same articles in alphabetical order).

### How to find a phrase by conducting a proximity search

By using quotes around the words or concepts you would like to find, you can further refine your search to find text discussing specific ideas. This search can be done either from the **Search by**

**Context** dialog  or from the Advanced Search dialog .

For example, let us say we would like to look for some discussion on the different ways way we define narcissism.

Click on either the Search by Context  or Advanced Search  icons.

Type in: "Defin\* narcissism"@20

Note: Using quotation marks in this context does not mean you are searching for a phrase. It merely lists the words or concepts you would like to find **in any order (which the @ means)** and within (in proximity) to the number you type after the "@". You are now doing a proximity search.

You will find 268 articles which will have the words used in quotations within 20 words of each other. The concept of narcissism as defined can be studied in each of these articles found from this search.

Type in: "Definition narcissism"/20

You will find only 75 articles as the **[/20]** finds the words in the exact order and within 20 words.

What we have just demonstrated is called the technical term proximity search. There are a number of different search logics by which this can be done. See Folio Help for more information.

### Wild Card Searches: Searching for Different Forms of the Same Term

To search for different forms of the same term, you can use symbols or wildcard characters, which stand for unknown letters of the term (word or phrase searched). Use the single character wildcard (**?**) to replace any single character in a search term. There must be a character in the wildcard position to register a hit. You can use two or more single character wildcards in the same term, if necessary.

Use the multiple character wildcard (**\***) to replace one or more characters in a term. You can use two or more multiple character wildcards in the same term, if necessary.

Use the word form, or stem, wildcard (**%**) to find forms of a term. Word forms are defined by the parts of speech that can be singular, plural, past tense, present tense, future tense, etc. Note that you do not need to specify a root word to perform a word form search. A word form search on the term "long%" (a root word) produces the same results as a word form search on the term "longer%."

Use the synonym (or thesaurus) wildcard (**\$**) to find synonyms of a term. Note that you cannot specify usage for the synonym; searching for synonyms of the word address *could* find it used to designate location ("What is your address?") or speech ("He addressed the audience"). Use the "thesaurus" search to find common words with a similar meaning by ending the search word with "\$" as in "love\$ and hate\$". In Folio Views a thesaurus search is based on common word thesaurus. **PEP has added a thesaurus of Psychoanalytic terms.**

**NOTE:** the synonym wildcard must appear at the end of the term. The synonym wildcard may not be mixed with any other wildcards in the same term.

Wildcard	Example	Finds These Terms
?	wom?n	woman, women, wom9n
	b??k	book, bilk, bonk
*	t*t	that, Trident, TT
	work*	work, worked, workhorse
	*ed	worked, overloaded, red
%	longer%	long, longer, longing
	jump%	jump, jumped, jumping

	gone%	go, went, gone, going
\$	work\$	Finds synonyms of the term work (such as toil, effort, or trade).
	run\$ run%	Finds synonyms of run and word forms of run  Synonym examples include run, jog, or trot.  Word stem examples include run or ran.

**NOTE:** There are many more sophisticated ways of using the Folio Views search engine to search the PEP CD-ROM. Details are described in the Folio Help which may be accessed (and if desired printed out in part or whole). When running Folio Views pressing F1 on your keyboard at any time will provide context sensitive help about Folio Views.

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Press **C** for Contents