



ITeL Quick Start Guide

Introduction

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Logging On

To logon to ITeL, go to <http://ieeexplore.ieee.org/xpls/VSearch.jsp>. Ignore the **you are attempting conduct a search...** message and enter your ITeL username and password and click **login**.

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Searching the Database

The screenshot shows a search interface with three rows of search boxes. Each row consists of a text input field (labeled with a circled 3), followed by the text 'In:', and a dropdown menu (labeled with a circled 1) currently set to 'All Fields'. Between the first and second rows, and between the second and third rows, there is a dropdown menu (labeled with a circled 2) set to 'And'. At the bottom of the form are two buttons: 'Search' and 'Clear'.

After logging on you will see the basic search form, which guides you through the construction of a search by providing drop down menus from which you can select fields to search (e.g. by title, author, publication name etc.) (1) and logical (Boolean) operators (2) with which to combine your search terms. For more information on operators see http://www.external.ucl.ac.uk/help/databases/advanced_searching.asp. The default option of **All Fields** is the best for a general search on a topic. You can enter more than one word in each text box (3), but the search will match the entire phrase entered in the text box rather than individual terms. You can narrow your search further by using the



search options (e.g. by publication type or year) on the right hand side of the search screen. You will have more freedom in constructing your search if you select the **Advanced Search** under the **Search** heading in the left-hand side menu. More information about how to carry out an advanced search is available on ITeL advanced search page: <http://ieeexplore.ieee.org/xpls/VadvSearch.jsp>

Viewing Search Results

The search results will be returned as a list of citations. Below will be a link to the **Abstract** (HTML file) and **PDF Full – Text**. There is no indication of the availability of full text at this point, but you will see a **request not part of your subscription** message if you attempt to view the full text of a document not included in the ITeL subscription. You will need Adobe Acrobat Reader 4.x to view the PDF full-text documents. If you need further help about viewing PDF documents, please refer to the Online Library's PDF help page: <http://www.external.ucl.ac.uk/help/tech/pdf.asp>

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