



# INFOTRAC

## HOW TO SEARCH & CITE USING THE INFOTRAC DATABASE

Revised for Spring 2024

**INFOTRAC** is a large database of over 4,800,000 peer-reviewed, in-depth magazine and journal research articles - with both MLA & APA citations included with every one of the thousands of articles contained within it.

To access it, go to the DSCC website [www.dsc.edu](http://www.dsc.edu), under heading of **ACADEMICS**, select **LEARNING RESOURCE CENTER**, scroll down to the *Select a Database* box, look for heading **Magazines/Journals**, select **INFOTRAC**, click **Go** which takes you to the Advanced Search screen, called the *Gale Power Search*.

**INFOTRAC** is a great tool to begin your research and an excellent resource for articles on a very wide range of topics: business, computers, current events, economics, education, environmental issues, health care, hobbies, humanities, law literature and art, politics, science, social science, sports, technology and many general-interest topics. Usage is provided free to DSCC and to all Tennesseans by the Tennessee Electronic Library (TEL).

However,

If you encounter a Big Blue login Screen, enter your DSCC student username and password.

If it asks you for only a password from off-campus, the password is elvis (in all lower-case letters). But when accessing it on campus, no password is asked for.

If you have the option to choose one or several specific databases, always select

ALL  databases and then hit Continue.

Before typing your search terms in the advanced search boxes, look for these boxes and check so that your results will be full text documents and come from peer-reviewed publications.

Documents with Full Text

Peer-Reviewed Journals

\*Question: What are peer-reviewed scholarly articles?

*\*Answer: These are articles that have been reviewed and checked for accuracy by the author's peers - before they were published.* Most DSCC Instructors will require you to use peer-reviewed articles only.

## ABOUT the **Advanced Search Screen**

Type your search terms in the Advanced Search boxes, connecting them with a Boolean operator (the words “**AND OR or NOT**”). The best type of search to begin your research assignment is to use a keyword, basic, or entire document search.

# Advanced Search

### Search Terms

	Terms		Field	Finds results that..
Search for	<input type="text"/>	in	Entire Document	contain these terms
And	<input type="text"/>	in	Keyword	contain these terms in key fields; does not search entire document
And	<input type="text"/>	in	Keyword	contain these terms in key fields; does not search entire document

Once you perform your search, it is necessary to examine, browse, or read through your results. Do not always select the first article in the results list just because it appears first. Look for the more relevant articles to your research topic. Try to narrow your results to 50 articles or less.

Click on the title of the article to open it up to read.

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### Important Things to remember about INFOTRAC:

1. A Boolean operator is a word that connects 2 or more search terms (keywords) and is used to narrow your search so that you will get fewer but more specific results. The most commonly used operators are: **and** (which narrows your results) **or** (which expands your results) and **not** (which limits your results).

Review these examples of keywords searches are:

- gambling and addiction
- environment and ozone layer
- global warming and environment
- violence and college athletes and statistics
- concentration and college students and success
- dolphins and mammals not football

diets or dieting and statistics  
electronic media or telecommunication

2. ALL articles in INFOTRAC have both the MLA and APA style citations at the bottom of each and every article. They can be copied and pasted into a word document. Also, they can be easily changed into APA or MLA style by clicking on the Cite icon in the upper right. The full citation can also be easily copied and pasted.

**\*Remember** after you copy and paste any citation from any source, even if using a citation creator, always review it and if needed, edit it as per your Instructor. Many Instructors have specific preferences when creating citations.

## **HOW TO CREATE FINISHED FULL CITATIONS - WORTHY OF AN A!**

**Step # 1** **MLA style or APA style** citation information - copied and pasted from the articles in Infotrac database looks like this:

Nelson, John D., and Brian Caulfield. "Implications of COVID-19 for future travel behaviour in the rural periphery." *European Transport Research Review*, vol. 14, no. 1, Dec. 2022, p. NA. *Gale Academic OneFile*, link.gale.com/apps/doc/A704902332/GPS?u=tel\_a\_dyersburg&sid=bookmark-GPS&xid=4ebc02e2. Accessed 21 July 2022.

**Step # 2** Change all the text to the same font style, size, color, use a hanging indent, and double spaced. (Times New Roman style in size 12 font is usually preferred.)

**IMPORTANT: Always follow any specific instructions from your Instructors if they want you to do anything different regarding formatting and using citations.**

This is the same citation correctly formatted using MLA style:

Nelson, John D., and Brian Caulfield. "Implications of COVID-19 for future travel behaviour in the rural periphery." *European Transport Research Review*, vol. 14, no. 1, Dec. 2022, p. NA. *Gale Academic OneFile*, link.gale.com/apps/doc/A704902332/GPS?u=tel\_a\_dyersburg&sid=bookmark-GPS&xid=4ebc02e2. Accessed 21 July 2022.

For the equivalent citation in APA style, go back to the Citation Tools and click APA and repeat  
Step # 2.

Below is a correctly formatted APA style citation for the same journal article.

Nelson, J. D., & Caulfield, B. (2022). Implications of COVID-19 for future travel behaviour in the rural periphery. *European Transport Research Review*, 14(1), NA.  
[https://link.gale.com/apps/doc/A704902332/GPS?u=tel\\_a\\_dyersburg&sid=bookmark-GPS&xid=4ebc02e2](https://link.gale.com/apps/doc/A704902332/GPS?u=tel_a_dyersburg&sid=bookmark-GPS&xid=4ebc02e2)

Note: The INFOTRAC database follows the latest editions of style manuals:

Modern Language Association (MLA) 9<sup>th</sup> Edition

American Psychological Association (APA) 7<sup>th</sup> Edition

**Infotrac** Disclaimer:

“Data elements have been formatted to meet the latest citation standards. These citations are not a replacement for the latest guidebooks or your instructor's requirements. Double-check capitalization, dates, and names and make any necessary corrections.”

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