

- What are Boolean operators? Boolean Operators are simple words used as conjunctions to combine or exclude keywords in a search.... giving you more focused and productive results that are appropriate to your needs.
- The most common Boolean operators that we will talk about are: **AND**, **OR**, and **NOT**
The term **AND** retrieves records that contain both terms that you search, therefore narrowing your search. The term **OR** retrieves records containing either one term or both terms, which helps you to broaden your search. The term **NOT** excludes records containing the second term, therefore narrowing your search results.
- This graphic shows us what the search results look like for each Boolean operator. The Term **AND** Narrows our search, the part that is filled in represents both terms and this is what is being retrieved. The term **OR** Broadens our search, as you can see everything is filled in showing us that either one or both terms has to be present in our search results. The term **NOT** Narrows our search, the filled in section shows us that only one term must be present in our results. By using these operators you can greatly reduce or expand the amount of information that is being retrieved.
- OneSearch, and other database collections use Boolean operators in a slightly different way or may require the operator be typed in all capitals or have special punctuation. The specific phrasing will be found in the different database help screens. When you type your search string into the search box in OneSearch, the Boolean operator must be in all caps. This and many other search tips can be found in the Help section of OneSearch.
- Keep in mind that when you expand the subject terms list in OneSearch and you select multiple terms that you wish to add to your search string, these terms are automatically grouped together with the Boolean operator **OR**

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- When searching in a database, such as Academic Search Complete or JSTOR, you will most often have search boxes to put your search terms in. Notice that the drop down boxes with **AND** allow you to select the Boolean operator you wish to use for your search.
- If you have any questions please feel free to contact a librarian and we will be more than happy to answer your questions. You may contact us by phone, email, in person or by chat.