


# WebSPIRS™ 5.1 Quick Reference

**Note:** A caption in a box with a bar like this  describes the page you open with that captioned WebSPIRS button. Other boxes describe actions on this Search page

Find and choose subject terms from this database

Use a form to build complex searches easily

Enter a word or phrase then click Search

Browse indexes and choose words to search

Increase/decrease size of bottom frame

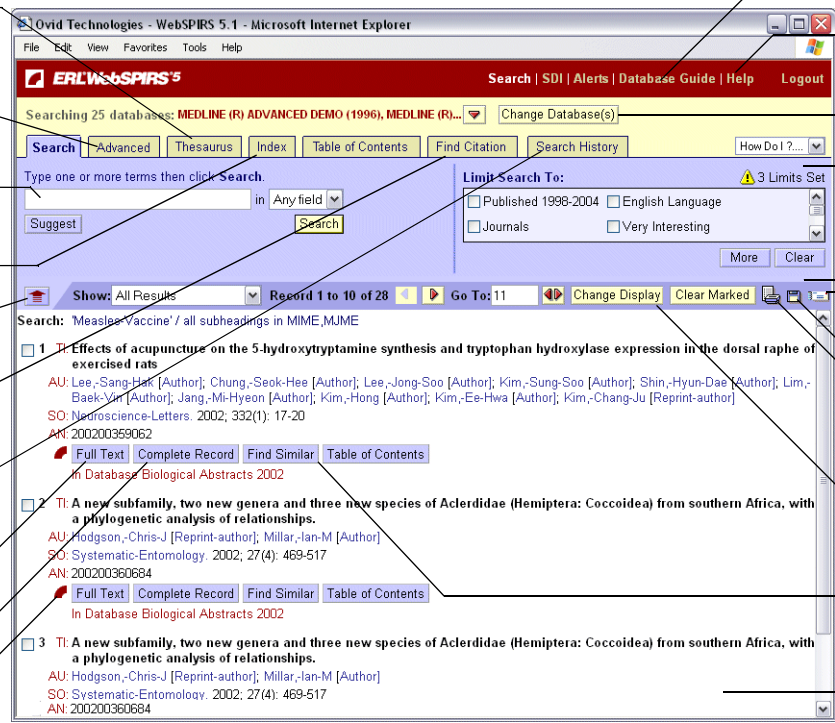
Use a citation to search for records

Display a summary of your past searches

Click to see where the document is available

Click to see the complete record

Arc indicates that record is available



Get help with a specific database

Get help with WebSPIRS

Select new or extra databases to search

Focus your search with database limits

Email the records retrieved by your searches

Save or export the records retrieved by your searches

Print the records retrieved by your searches

Change the results display options

Click to find similar results

This area shows the results of your search

**Type in your search like this to find:**

A term: cat

A phrase: Y2K compliant

Use parentheses to clarify the relationship: (dog and cat) in TI  
is not the same as  
dog and cat in TI

**Use these symbols to find more records:**

\* replaced by 0 or any number of characters: child\*

? replaced by 0 or 1 characters: wom?n or colo?r

**Use 1 of these between 2 terms, and the results will:**

<b>and</b>	...include both terms	cat and dog
<b>or</b>	...include either or both terms	cat or dog
<b>not</b>	...not include the second term	cat not dog
<b>adj</b>	...include both terms, in the specified order	puppy adj love
<b>with</b>	...have both terms in the same field	cat with dog
<b>near</b>	...include both terms in the same sentence, in either order, with <b>n</b> to specify how close	cat near2 dog