Google Scholar: quick user guide

What is Google Scholar?

Google Scholar is a Google search engine that indexes academic-type material of various formats, such as peer-reviewed papers, theses, books, preprints, abstracts and technical reports. It will retrieve information from academic publishers, professional societies, preprint repositories and universities, as well as electronic journal articles. In many cases it indexes the full text of items, rather than merely bibliographic information, although the full text will not necessarily be available.

When should I use Google Scholar?

- Google Scholar is a multidisciplinary search tool in that it covers a breadth of subject areas. It is therefore a good tool for scoping searches to determine the extent of information on a topic, and any limits you may need to apply;
- If an item is not available via the Library’s collection, it may have been made available in a repository elsewhere that is being searched by Google Scholar. It’s therefore a good idea to search for the title of the item in Google Scholar before trying to source the item by other means (e.g. interlending);
- Google Scholar will often locate reviews of books which may help you to decide whether a book is worth ordering as an interlibrary loan or not;
- Google Scholar’s search options aren’t especially sophisticated, and the coverage is broad. We therefore suggest that your use of Google Scholar is in conjunction with the databases and bibliographic resources for your subject (a full list can be found on your Subject Guide). If you only use Google Scholar you may miss a lot of excellent material.

Accessing Google Scholar

Google Scholar is freely available and can be accessed directly at: http://scholar.google.co.uk

Searching Google Scholar

To get the best out of Google Scholar (as with the Google search engine itself) it is advisable to use the Advanced Search facility.

Select on the hamburger menu button (☰) in the top left of the screen and choose the Advanced search option.

Here you can carry out a sophisticated search with dates, phrases, author names and other options (as per the example, right).

Note that truncation of words (e.g. using cultur* to find culture, cultures, cultural etc.) is not possible.
Things to consider:
- If the full text is available, the link will appear on the right-hand side of the screen, so ignore the title links (the things you’d normally click on in Google) and concentrate on the full text links;
- Full text items may not be the published version of an article (they may be an earlier draft, or more often an unformatted copy of the published text). You should therefore favour versions of the article available via the Library if such versions exist.

Full Text @ York

Full Text @ York links will automatically appear if you’re using a campus-networked PC, but you’ll need to set this up for your own computer:
- Select on the hamburger menu button (≡) in the top left of the screen and choose the Settings option;
- From the Settings menu, select Library links;
- Search in the search box for University of York;
- Check the checkbox for University of York – Full Text @ York;
- Click on Save.

My library

Use the ⭐ icon to add items to My library. To access your library, follow the My library link in the top right. In the My library screen, you can use the search box to search your starred items, organise them using labels, edit the bibliographic details of items, and export them to a reference management program.

For more help with this database, please contact your Academic Liaison Librarian, [http://subjectguides.york.ac.uk](http://subjectguides.york.ac.uk)