

EconLit is an extensive international bibliographic resource on economics, covering journals, books, dissertations and working papers. Coverage is from 1969 onwards. Abstracts are available for English language articles.

Accessing the database


Access the Library's Home Page at: <http://www.exeter.ac.uk/library>. Click on **Access to Resources** and then **E-Resources** on the left hand side of the screen. Enter your IT Services account username and password and click on **Log in**, if required. Select subject area Economics from all sources and click on **Find resources**; select EconLit from the list.

Basic Search

The **FirstSearch Home** screen appears on login. Type your search terms in the search box provided and select **EconLit** from the database list in the drop-down box. Alternatively, click on the **Databases** tab and select **EconLit**. Click on the **Select** button and you will be redirected to the **Basic Search** screen, where you can specify author, title and general keywords. Click on **Search** when you have entered your terms. See **Search Tips** (below) for guidance on combining terms and using wildcard symbols. To search for an exact phrase, enclose the terms in "quotation marks".

Advanced Search

For more complex searching, click on the **Advanced Search** button at the top of the screen. Type your search term(s) in the search boxes and select keyword, author, title, etc from the drop down menus. You can search in a combination of three indices. Select from the Boolean operators (**and,or,not**) to link the index searches. See **Search Tips** below for more details.

Click on the **Index** button  if you wish to check the spelling/format of index terms. Click on the required term to insert it into the search box.

You can set the **Limit to** options, but be aware that this may narrow your search too much or produce no results. You can limit by year and document type; you can also limit your search to sources where an abstract or full text is available. Select the relevant option from the **Rank by** menu if you wish to receive results in order of relevance or date. Click on **Search** when you have entered all elements of your search.

Expert Search

Select this option by clicking on the **Expert Search** button at the top of the screen. You should only use it if you are an experienced searcher and are confident in the use of Boolean and proximity operators, nested parentheses, and appropriate field labels, e.g. ti: or ti=. Search tips are available at the bottom of the search screen.

Search Tips

To improve your searching or enter more complex searches, try combining words or phrases using Boolean operators (**AND, OR, NOT**). Use wildcard symbols (? and *) for variant spellings and word endings.

For example:

taxation AND company will find articles containing both words



recession OR slump will find articles with either word or both words


taxation NOT shares will find articles with the word **taxation** except where **shares** also appears

wom?n will find either woman or women

tax* will find all articles with any word starting with this stem, e.g. **tax, taxes, taxed, taxation**

Displaying results

After your search, all matching records are displayed in brief bibliographic format on the **List of Records** screen. Use the scroll bar and the  and  buttons to move through the list. Click on the title to retrieve the **Detailed Record**. This may include an abstract, but full text is not usually available. To return to the list, click on the **List of Records** button at the top of the screen.

If you want to check immediately whether we have the article in stock either in hardcopy or in electronic format, click on  or **Search Exeter full-text subs** on the **Detailed Record** page. A new window with more options will appear. This new window will display links to our e-journal services if we subscribe to the online version of that title. Alternatively, the new window will display a link to our online catalogue to check our print subscriptions and availability. If you prefer to search our online catalogue first, there is a direct link from the **Detailed Record** page: click on **Connect to the catalog at University of Exeter Library**.


Downloading Results

First mark the records to be downloaded: in the **Detailed** display click in the **Mark** checkbox at the top of the record. In the **List of Records** display, click in the check box to the left of the record, or select the **Mark All** button at the bottom of the screen. You can deselect marked records by unchecking the box or clicking on the **Clear Marks** button.


To view a list of your selected articles, click on the **Marked Records** button at the top of the screen.

You can download the detailed or brief record. Once you are viewing your marked list, click on **Detailed** or **List of records** to switch between formats, so that you are viewing the display you wish to download.



To email marked records

Click on the **E-mail** button . Select the **Record detail** and **format** you require. Type your full email address, e.g. jbloggs@exeter.ac.uk, into the **E-mail address** box. Enter a subject and notes if you wish, then click on **Send**. Confirmation that the email has been sent will appear at the top of the screen.

To print marked records

Click on the **Print** button . This will reformat the display, ready for printing. The printer dialogue box will then appear: click on **OK** to print. Click on the browser's back button to return to the marked list when you have finished printing.


To save marked records

Click on the **Export** button . Select the format you wish to save your results in: if you use EndNote or RefWorks referencing software, you can download your results in a compatible format. Alternatively, you can download your marked list as a text file. Click on **Export**, and then **Save** in the File Download dialogue box. Click on the **Return** button  to return to your marked list.

To start a new search or amend a search

Click on the grey **Searching** tab at the top of the screen to return to the search screens. Your last search will be displayed automatically. To start afresh, select either the **Basic**, **Advanced** or **Expert Search** button from the top of the screen. To view your search history and combine previous searches, click on the **Previous Searches** button at the top of the screen.

Help and Logging Off

The **Help** button  provides context sensitive help screens at all times and access to **Help Topics** where you can access comprehensive help on all aspects of the database. To log off, click on the **Exit** link, on the top right hand side of the screen.

For more Essentials guides see: <http://www.exeter.ac.uk/library/guides/essentials/>