

## Agricola - Quick Reference Sheet

### To access more answers online;

- Log in to your ProQuest database and click the link in the grey Tool Bar on the upper-right named Search Tips.

**Use connectors and operators to make your searches more precise and help refine results.**

Operator/connector	Use it to identify documents that ...
<b>and</b>	Include all the words or phrases you enter. <i>Technology <b>and</b> Canada</i>
<b>or</b>	Include one or more of the words you enter. <i>merger <b>or</b> acquisition</i>
<b>and not</b>	Exclude items that contain these words. <i>software <b>and not</b> spreadsheets</i>
<b>w/n</b>	Include words adjacent to each other in any order, within a certain number. <i>Wireless <b>w/3</b> mobile</i>
<b>pre/n</b>	Include words adjacent to each other in the order specified, within a certain number. <i>tamoxifen <b>pre/5</b> breast cancer</i>
<b>( ) (parenthesis)</b>	Group words together. <i>press releases <b>and</b> (university or instruction or courses)</i>
<b>?</b>	Include words that are spelled differently by one letter. <i>Privati?ation</i> <b>Note:</b> ? = 1 character
<b>* (asterisk)</b>	Include words with multiple endings of any length. <i>telecom*</i> <b>Note:</b> You must enter at least three characters before using *, and * must be entered at the end of a word only. <b>Note:</b> Singulars and plurals are found automatically, you don't need *.
<b>"" (inverted commas)</b>	Include phrases. <i>"credit card fraud"</i> <b>Note:</b> Two words are automatically treated as a phrase. For phrases with three or more words you need to use inverted commas.



## Where To Find Help

### In North America:

- **Technical Support**  
Phone: 800-889-3358  
Email: [tsupport@proquest.com](mailto:tsupport@proquest.com)  
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- **Search Assistance**  
Phone: 800-889-3358  
Email: [technicalsupport@proquest.com](mailto:technicalsupport@proquest.com)  
Web: <http://proquest.com/techsupport>
- **Product Help**  
Product help and downloadable guides:  
<http://www.proquest.com/en-US/support/training/materials.shtml>

### Outside of North America:

- **Technical Support**  
Email: [support@proquest.co.uk](mailto:support@proquest.co.uk)  
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Telephone: +44 1223 271 496 (Outside of UK)  
Web: <http://www.proquest.co.uk/en-UK/support>
- **Product Help**  
Product help and downloadable guides:  
<http://www.proquest.co.uk/en-UK/support/training/materials.shtml>