University of Arizona Libraries

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Searching Tips

Phrase Searching – this is the default of Library databases
       Ex.   **native american** (will automatically be searched as 2 word phrase)
                fuel cell cars (will automatically be searched as 3 word phrase)

Truncation – if you want to search all endings of a word, use *
       Ex.   **teen*** (will search teen, teens, teenage, teenager, teenagers)
                benefi* (will search benefit, benefits, beneficial)

And – if you want to combine two or more terms or concepts connect them with "and"
       Ex.   **attention deficit disorder and children and school**
                yoga and health

And/Or with Parentheses – If you want to retrieve more results and use synonyms, you can use the word "or" but your need to put () around the terms you are or-ing
       Ex. –   **drinking and (teen* or adolescen*)**
               children and (vaccination or immunization)

In general –   the more words or phrases that you connect with **and**, the fewer article you get
                  the more words or phrases that you connect with **or**, the more articles you get

Evaluating Information – Applying the CRAAP Test
Meriam Library 📖 California State University, Chico

When you search for information, you're going to find lots of it . . . but is it good information? You will have to determine that for yourself, and the **CRAAP Test** can help. The **CRAAP Test** is a list of questions to help you evaluate the information you find. Different criteria will be more or less important depending on your situation or need.

Key: ■ indicates criteria is for Web

Evaluation Criteria

Currency: *The timeliness of the information.*
- When was the information published or posted?
- Has the information been revised or updated?
- Does your topic require current information, or will older sources work as well?
- ■Are the links functional?

Relevance: *The importance of the information for your needs.*
- Does the information relate to your topic or answer your question?
- Who is the intended audience?
- Is the information at an appropriate level (i.e. not too elementary or advanced for your needs)?
- Have you looked at a variety of sources before determining this is one you will use?
- Would you be comfortable citing this source in your research paper?

Authority: *The source of the information.*
- Who is the author/publisher/source/sponsor?
- What are the author's credentials or organizational affiliations?
- Is the author qualified to write on the topic?
- Is there contact information, such as a publisher or email address?
- ■Does the URL reveal anything about the author or source?
  examples: **.com .edu .gov .org .net**

Accuracy: *The reliability, truthfulness and correctness of the content.*
- Where does the information come from?
- Is the information supported by evidence?
- Has the information been reviewed or refereed?
- Can you verify any of the information in another source or from personal knowledge?
- Does the language or tone seem unbiased and free of emotion?
- Are there spelling, grammar or typographical errors?

Purpose: *The reason the information exists.*
- What is the purpose of the information? Is it to inform, teach, sell, entertain or persuade?
- Do the authors/sponsors make their intentions or purpose clear?
- Is the information fact, opinion or propaganda?
- Does the point of view appear objective and impartial?
- Are there political, ideological, cultural, religious, institutional or personal biases?