An Applied Short Course on
Basic Literature Search Skills in Web of Science

Target audience:	Graduate + (Graduate students + academic staff (voluntary))
Duration:	**4 Hours (minimum)**
Skills required :	None
Teaching medium :	Computer Laboratory
Teaching method :	- Demonstration with carefully selected examples followed by guided exercise by the participants - Handouts will be provided
Assessment & certification:	Certificate of Success (1 hr practical exam)
Instructor:	Prof.Dr. Osman YILMAZ
Course web page:	http://opencourses.emu.edu.tr click with the following order: *Faculty of Arts & Sciences / Faculty Short Courses / Basic Literature Search Skills in Web of Science*
Schedule:	Start Date: Time: Place:
Contact info:	e-mail: osman.yilmaz@emu.edu.tr phone:

Course outline:
1. What is Web of Science (WOS)?
2. Accessing the WOS page & subscriptions
3. Initial settings
4. Introduction to the WOS platform's user interface (search terms page, results page and record details page)
5. Introduction to the search types with quick examples
6. Search Rules
   - Wildcards
   - Lemmatization and stemming
   - Search operators
   - Capitalization
   - Phrase searching
   - Grouping the keywords by using parentheses
   - Apostrophes and hyphens
   - Using formulas
7. Search Types:
   - Topic Search
   - Title Search
   - Author Search
   - Publication Name Search
   - DOI Search
   - Year Published Search
   - Address Search
   - Document Type Search
8. Marked List
9. Search History & saving the search history