



How to use Nelli - search portal

https://proxy.shh.fi/login?url=http://www.nelliportaali.fi/V?new_lng=eng

Information retrieval in Nelli

In *QuickSearch* the search is done in Quick Sets presented on the search page. These sets contain the most central information resources in the subject field. Click on the name of the Quick Set to see the databases included. Click on  in the pop-up window to get a description of the database. The search interface of the database can always be reached by clicking on the name of the database.

In *MetaSearch* it is possible for the user to choose multiple databases to search. In the menu *Identify databases*, the databases are listed by *Category*, *Quick Sets*, *Locate* and *New databases*. The user chooses databases by using this list. Again, clicking  shows a description of the database and the search interface of the database is reached by clicking on the name of the database.




Use either *Basic* or *Advanced Search* to create a search question. There are more Search Tips on the next page.

The search can be started by clicking on . The screen is updated several times during the search and the text *SEARCHING* and *FETCHING* will be shown. The search can be cancelled by clicking *Cancel*.


The Result List

- First, review the search hits in different databases.
- The records in the chosen database can be viewed by clicking *View*.
- A combined list of records can be viewed by clicking *View Results*.

The results can be listed in three different formats: *List*, *Brief Record* and *Full Record*. The first results in the result list are those records best matching the search question (*Relevance*). It is possible to sort the records by *Relevance*, *Title*, *Author*, *Year* and *Database*.

By clicking on the title it is possible to see the *Full Record*. The record can be exported to the RefWorks reference management system by clicking on . The record can be saved in a range of formats (*Standard* - text format, *MARC21-format* - for library catalogues or *Citation manager* - for EndNote, ProCite and Reference-Manager) by clicking on . In order to send the record by e-mail, click on .

The search interface of the database can be reached by clicking on the name of the database. In some cases, the user will be directed straight to the same record in the search interface.

The SFX menu can be reached by clicking the  icon. This menu helps the user to find the full text or to check the availability in a library catalogue.

When the search has been conducted in multiple databases, the results are presented in a combined list. The link *View results by databases* shows how many records were found in the separate databases and by clicking on the name of a database, the records in that particular database will be listed. The link *View combined results* takes the user back to the combined list again.

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Find Database

Click on *Find Database* to get a list of all databases in Nelli. Search as follows:

A. Browse

Click on the letter that matches the first letter of the name of the database. The result list shows all databases, beginning with this letter, or

Write a word or several words into the search box. Use a question mark (?) to truncate and choose *Starts with*, *Contains* or *Exact*.

B. Locate

Use the search boxes, e.g. title, database vendor and/or category.


If nothing is entered, all databases from A to Z will be listed in the result list.



C. Category

1. Click on required category in the box to the left, e.g. Economic databases.

2. Click on required sub-category in the box to the right, where the sub-categories for the chosen category are listed, e.g. Accounting, Economic History, etc.

The number of databases available in each sub-category is shown in brackets.

Click  to start the search. Available functions are listed in the result list besides the name and type of the database. Click on:

-  for more information about the database.
-  in order to make a simple or an advanced search in the database. (If this icon is missing, it means that it is not possible to search in the database via Nelli.)
- the name of the database in order to reach that database's search interface.

Find e-Journal

Electronic journals can be reached by clicking *Find e-Journal*. Search as follows:

A. Title

Click on the letter that matches the first letter of the journal title. The result list shows all journals, beginning with this letter, or

Write the journal title or parts of it, into the search box Use a question mark (?) to truncate and choose *Starts with*, *Contains* or *Exact*.



B. Category


1. Click on required category in the box to the left, e.g. Business, Economy and Management.

2. Click on required sub-category in the box to the right, where the sub-categories for the chosen category are listed. The number of journals available in each sub-category is shown in brackets.

C. Locate

Use the search boxes, e.g. title, ISSN, vendor and / or category and choose *Starts with*, *Contains* or *Exact*.

Click  to start the search. The results can be listed in two different formats, *Brief Record* and *List*. If *Brief Record* is chosen, you can see the years from which the journal is available in full text. If *List* is chosen you need to click on  in order to get the same information. The first and the last journal on the page in question are listed on top. *Previous* and *Next* take the user to the previous or the next page of the list.

Click the  icon (not the title), to get the full text or to check the availability of the paper journal in the Hanna or Tria library catalogues, in the Linda union catalogue or in the Journals [@HSE] database.

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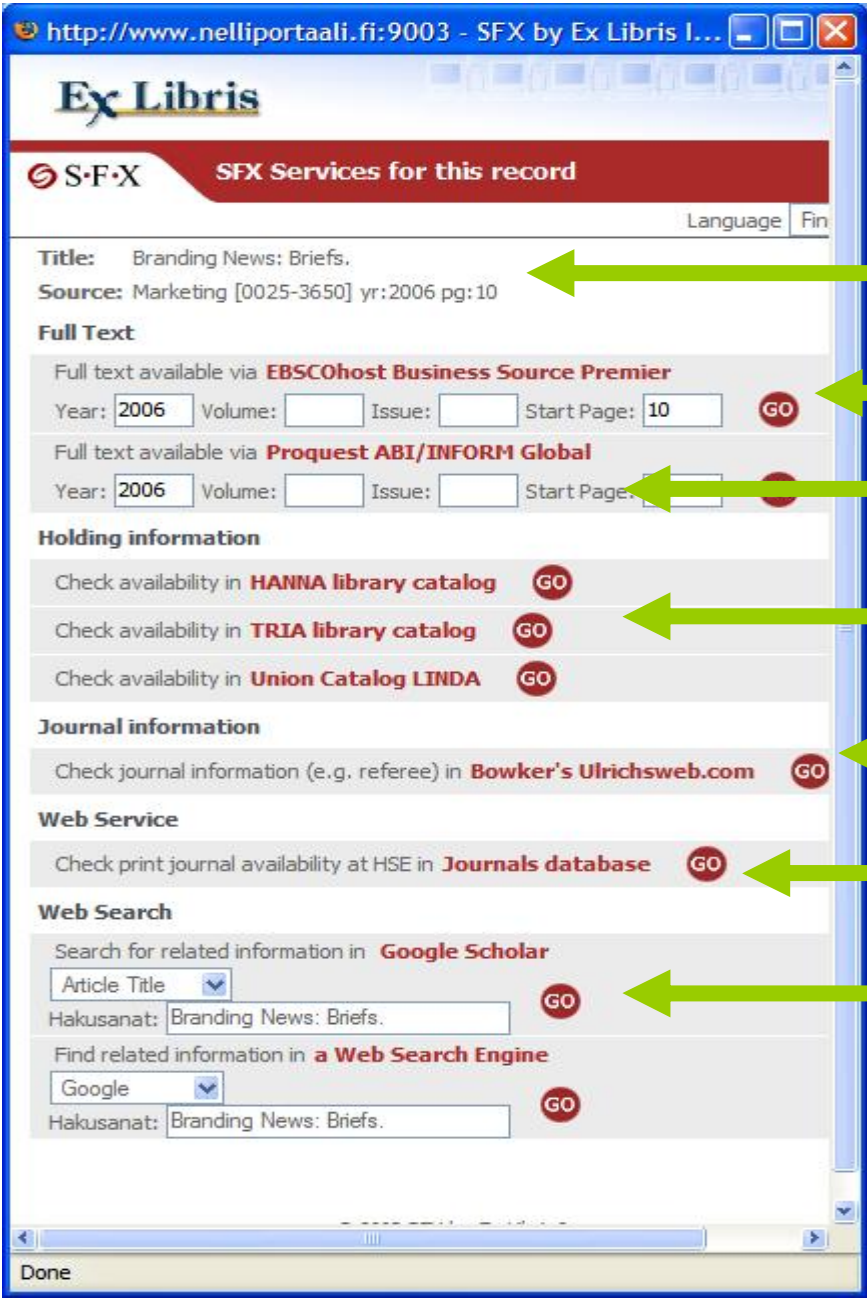
Linking service – SFX

When you do a search in the Nelli search portal or in another database, you get a result list, in which every reference has an SFX icon.

The SFX icons which are used are   

SFX helps you to locate the primary resource. From a reference to an article it is possible to get a copy via the SFX. The availability of books can be checked at the library via the SFX.

The SFX menu will open when you click on the SFX icon.



Ex Libris

SFX Services for this record

Language Fin

Title: Branding News: Briefs.
Source: Marketing [0025-3650] yr:2006 pg:10

Full Text

Full text available via **EBSCOhost Business Source Premier**
Year: Volume: Issue: Start Page: **GO**

Full text available via **Proquest ABI/INFORM Global**
Year: Volume: Issue: Start Page: **GO**

Holding information

Check availability in **HANNA library catalog** **GO**

Check availability in **TRIA library catalog** **GO**

Check availability in **Union Catalog LINDA** **GO**

Journal information

Check journal information (e.g. referee) in **Bowker's Ulrichsweb.com** **GO**

Web Service

Check print journal availability at HSE in **Journals database** **GO**

Web Search

Search for related information in **Google Scholar**
Article Title
Hakusanat: **GO**

Find related information in **a Web Search Engine**

Hakusanat: **GO**

Done

Information about the book, the journal or the article

Link to the fulltext

Information about the availability of the e-journal

Further searching for printed material (journal, book) at different libraries

Link for checking the journal information in Ulrich's, e.g. whether the journal is peer review

Link for checking print journal availability at HSE

Further searching on the Web

A link to Amazon.com is available for checking the information and the availability of a book in the book store.

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Nelli search tips:

- Authors should generally be searched for by Surname, First name. (The names can be truncated with a question mark (?).)
- Definite and indefinite articles, such as 'a', 'an', 'the', should not be used in searches.
- The more search words, the more relevant the result, but *Advanced Search* should be used to search with several words.
- Don't use quotation marks to search for phrases.
- The search can be expanded by truncating words and using question mark (?), or by using synonyms, combined by *Or*.
- There are two search boxes in the *Advanced Search*. To direct the search to a specific search field, use the pop-up menu. The alternatives are: All Fields, Subject (including titles, subject headings and abstracts), Title, Author, ISBN, ISSN and Year.
- When using both search fields in the *Advanced Search*, they need to be combined by:
 - *AND* – if both words should occur in the record.
 - *OR* – if one of the words should occur in the record.
 - *NOT* – if the later of the words should not occur in the record.

Need help with Nelli?

Welcome to the library to get guidance in how to find information fast and efficiently in both electronic and print resources! Besides guidance in using the Nelli-portal, we can also offer short introductions in how to use all the different databases' own search interfaces.

In the library there is an information specialist available every day from 10 a.m. to 3 p.m. We are also reached by phone 09 – 431 33 360 and by e-mail infoservice@hanken.fi.