

Using CQ Researcher

Embry-Riddle Worldwide Online Instructions



IMPORTANT: PRINT THESE INSTRUCTIONS NOW FOR USE WHILE SEARCHING.

CQ Researcher provides full-text access to in-depth, non-biased coverage of important issues in the United States and globally.

The following instructions will tell you how to:

- A. Access CQ Researcher
- B. Perform a Search
- C. Print Full-Text Items

A. Access CQ Researcher

- ◆ Go to the **Hunt Library home page** (<http://library.erau.edu>).
- ◆ Click on **Embry-Riddle Worldwide**.
- ◆ Click on **Find Articles (Databases)**.
- ◆ Click on **Using the Databases**.
- ◆ After reading the instructions, click on the **ERNIE** (<http://ernie.erau.edu>) link.
- ◆ Login to **ERNIE** with your username and password.
- ◆ Scroll down to find the **Admin Services** module. (If you don't see this module, click on your browser's refresh or reload icon and it will usually appear.)
- ◆ Click on **Library Databases** which will take you to the **Databases** access page. You will remain signed into this page until you close your browser. This feature allows you to search additional web databases without signing in again.
- ◆ Locate **CQ Researcher** from the alphabetical list and click on **CQ Researcher**.

IMPORTANT: If this database requires another Username and Password for login, you may need to temporarily disable any firewall installed on your computer. Firewalls often interfere with the login process.

B. Perform a Search

- ◆ Locate the **Quick Search** box at the top of the screen.
- ◆ Enter your search term(s) in the text box.
 - The more terms you enter, the narrower your results will be. You may need to experiment with different terms or combinations of terms to find exactly what you are seeking.
- ◆ **Search Tips**

<http://library.erau.edu>

Hunt Library - Reference Department

Embry-Riddle Worldwide: 800-678-9428 /386-226-7656 – library@erau.edu



- To retrieve variant word endings, place an asterisk (*) at the end of a "root" word. This is known as truncation. For example, *tax** will also pull up records containing the words *taxes* and *taxing*.
- To search for a phrase you must place quotation marks around the words you wish to group together, i.e. "*campaign finance reform*" or "*life expectancy*".
- For additional search tips, click on the **Advanced Search** link next to the Quick Search box, the click on the **Search Tips** link in the first paragraph.
- After entering the desired term(s), click the **Go** button. A list of results will appear.
- Click on the document title to access the citation/abstract or full text (if available).

C. Print Full-Text Items

- ◆ Click on the document title you wish to print from your list of search results.
- ◆ Change the **Print drop-down box** at the top the screen to **full report**.
- ◆ The full report should appear in a separate window and a print window should pop up on your screen. If not, use the print icon on your browser to start printing.

CQ Researcher provides online **Help** for use while searching. To access the online **Help**, click on the Help link in the upper right corner of the screen.

If you require any assistance, please contact **Worldwide Reference Services** at **800-678-9428** or **386-226-7656**. Or, email us at library@erau.edu. We will be happy to help you.

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