

MasterFILE™ Premier searches a huge collection of journals, reference books and images on the topics of; business, health, education, general science and social science. The full text of many results is available.

Access this database

Click on the link in the subject guides, or follow the instructions below:

- Go to the Library Homepage: <http://library.otago.ac.nz/billrobertson/index.html>
- Click on *Databases & Article Searching*, under the heading *Research Tools*.
- Browse *Databases A-Z*
- Click on *MasterFILE Premier*
- Login with your username and password if prompted

Search this database:

This database opens at the **advanced search** screen (see below) which can help you structure your search.

The search below aims to retrieve results about **managing ecotourism businesses**.

'Select a Field (optional)' is the same as a **keyword search** in this database and is often a good starting point. You can always revise your search if you get too many results.

The screenshot shows the advanced search interface for MasterFILE Premier. At the top, there is a search bar with the text 'ecotourism' and a dropdown menu set to 'Select a Field (optional)'. Below this are two rows of search terms: 'business* manag*' and an empty field, both with dropdown menus set to 'Select a Field (optional)'. The interface includes a 'Search' button and a 'Clear' button. Below the search bar, there are tabs for 'Basic Search', 'Advanced Search', 'Visual Search', and 'Search History'. The 'Search Options' section is expanded, showing 'Search modes' with radio buttons for 'Boolean/Phrase', 'Find all my search terms', 'Find any of my search terms', and 'SmartText Searching Hint'. The 'Limit your results' section includes checkboxes for 'Full Text' and 'Peer Reviewed', and dropdown menus for 'Publication Type' (with options: Primary Source Document, Biography, Pamphlet) and 'Document Type' (with options: Abstract, Article, Bibliography). There are also fields for 'Published Date from' and 'to', each with 'Month' and 'Year' dropdowns. Annotations with arrows point to the 'Search History' tab, the 'Search History' text, the 'Search History' tab, and the 'Published Date from' field.

The **Search History** stores all the searches you've done in a session so you can easily go back and repeat / revise them. However, previous searches / results can't be retrieved once you've logged out of the database. **If you want to save all the searches you've made and come back to them later, you can create your own account** in this database – click the **Sign In** button (top right toolbar) to do this.

Search tips:

- Use keywords not sentences
- Enclose a phrase with “ ”
- Use the * at the end of a word stem to retrieve all variant endings (e.g. manag* = manage, management, manager, managing, etc).
- Separate words that mean the same thing with OR, so the database searches either word rather than both.

There are many **'limits'** you can place on your search to narrow your results (e.g., search only peer reviewed material; only articles; or specify date range). However, **these limits can be applied after you perform a search too**.

