



SPECIAL NOTE

Very recent editorials can be found online: <http://op-ed.alltop.com> and
<http://www.headlinespot.com/opinion/oped>

SEARCH FACTIVA

Begin at the library web page: www.rbc.edu/library. Select **"Articles"** listed under **Find Items**. Then select **"Factiva"** under **Browse by database name**. (If off-campus or in the residence halls, use the same login information as Blackboard).

Factiva provides access to newspaper and magazine articles as well as transcripts of news programs, almost all of which are available in full-text format. To narrow a search to editorials, Factiva uses this coding: **ns=nedi**. Place **ns=nedi and** before your search terms. When appropriate, place an asterisk at the end of a search term to allow for variant word endings.

SAMPLE SEARCHES

ns=nedi and autism and vaccin*

ns=nedi and (Guantanamo or Gitmo)

ns=nedi and Obama and (Mideast or Middle East)

The screenshot shows the Factiva search interface. At the top, there's a navigation bar with 'Search', 'Alerts', 'News Pages', and 'Companies/Markets'. Below this, there's a 'Simple Search' section with a 'Free Text Search' input field containing the text 'ns=nedi and no child left behind'. To the left of the input field, there's a 'Date' dropdown menu set to 'In the last year' and a 'Duplicates' dropdown menu set to 'Identical'. Below these, there's a list of filters: 'Source', 'Company', 'Subject', 'Industry', 'Region', 'Look up', 'Language', and 'More Options'. The 'Language' filter is set to 'English'. To the right of the input field, there's a 'Search' button. Below the input field, there's a 'Clear Search' button and another 'Search' button. Annotations with arrows point to the search string, the date filter, and the search button.

Limit your search to a specific date range.

Enter your search string. Use the above examples as a guide. Start your search with **ns=nedi and** to limit your search to editorials.

Click on "Search" to execute your search.

PRINTING FROM FACTIVA

To print an entire article, select **"Article Format"** rather than **"Headline Format."**