

Research Worksheet

1.	Your Topic	prevention of workplace bullying											
2.	Search Limits	Languages: English											
		Publication Dates: 2005-2015											
		Document Types: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"><input type="checkbox"/> Books</td> <td style="width: 50%; border: none;"><input type="checkbox"/> Dissertations/Theses</td> </tr> <tr> <td style="border: none;"><input checked="" type="checkbox"/> Journal Articles, Peer-Reviewed Only Yes/N</td> <td style="border: none;"><input type="checkbox"/> Data/Statistics</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Popular & Trade Magazine Articles</td> <td style="border: none;"><input type="checkbox"/> Conference Proceedings</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Newspaper Articles</td> <td style="border: none;"><input type="checkbox"/> Other (specify)</td> </tr> </table>				<input type="checkbox"/> Books	<input type="checkbox"/> Dissertations/Theses	<input checked="" type="checkbox"/> Journal Articles, Peer-Reviewed Only Yes/N	<input type="checkbox"/> Data/Statistics	<input type="checkbox"/> Popular & Trade Magazine Articles	<input type="checkbox"/> Conference Proceedings	<input type="checkbox"/> Newspaper Articles	<input type="checkbox"/> Other (specify)
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Other Limits:													
3.	Search Tools <small>Use the Articles/Databases and Subject Guides tabs on the Library home page to identify databases and other search tools covering your topic and your search limits.</small>	Core Search Tools [in a field]: <ul style="list-style-type: none"> <li style="margin-right: 20px;">• Business Source Complete (BSC) • Web of Science • ProQuest Business Collection (PBC) 											
		Secondary Search Tools [in other related fields]: <ul style="list-style-type: none"> <li style="margin-right: 20px;">• PsycINFO • Google Scholar • Sociological Abstracts 											
4.	Search Terms <small>Break your topic down into individual concepts. For each concept develop a list of synonyms, keywords, subject headings and descriptors. Combine words describing the same concept with OR. Combine different concepts with AND. Use truncation or wildcard symbols to pick up word variations. Use quotes " " around words to find exact phrases.</small>		Concept A prevent*		Concept B workplace*		Concept C bully*						
		OR	manag*	AND	office*	AND	violence						
		OR		AND		AND	aggressi*						
		OR		AND		AND	harass*						
		OR		AND		AND							
		OR		AND		AND							
5.	Submit Your Search, Record & Save Results <small>Peer-reviewed, English language journal articles published between 2005-2015 on (prevent* or manag*) and (workplace* or office*) and (bully* or violence or aggressi* or harass*)</small>	Date	Search Tools	# Results	Notes								
		Feb 14/15	BSC (SU Subject Terms)	160	saved 23 articles used Business Searching Interface								
		Feb 15/15	PBC (Subject heading - SU)	103	saved 10 articles								
		Feb 15/15	Web of Science (Topic)	1,006	used SSI, SSCI, A&HCI only limited search to Title to find relevant results more quickly, saved about 15								
		Feb 16/15	PsycINFO (Subject heading - SU)	178	few good articles saved used ProQuest interface								
		Feb 17/15	Soc. Abs (Subject heading - SU)	26	few good articles saved								
		Feb 18/15	Google Scholar	7,120	excluded Patents; results include books lots of results to review								