

Bibliotips

Criminal Justice Periodicals Index

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Criminal Justice Periodicals Index (CJPI) provides citation, abstracts, and full text access to many areas of criminal justice, including corrections administration, law enforcement, social work, industrial security, drug rehabilitation, and criminal and family law. The database offers full text, full image coverage for about 50 journals, with complete indexing and abstracts for another 140 relevant U.S. and international journals. Coverage includes *American Journal of Criminal Justice*, *FBI Law Enforcement Bulletin*, *International Journal of Offender Therapy & Comparative Criminology*, *Journal of Forensic Sciences*, and *Women Police*, etc. The database is updated weekly with indexing coverage for most titles beginning as early as 1981.

STARTING CRIMINAL JUSTICE PERIODICALS INDEX

From the library's World Wide Web homepage (<http://www.uhcl.edu/library>), click on **Research a Topic**, then **Databases A-Z**. Select the tab **Databases by Name**, click **C**, and then click on the **Criminal Justice Periodicals Index** hyperlink.

HOW TO SEARCH

Use these options to select a search method.



- **Basic Search:** allows keyword, quoted phrase, truncation and wildcard searching, and combining multiple keywords with Boolean and adjacency operators (**and**, **or**, and **not**, **pre/n**, or **w/n**, where **n** is a specified number, e.g., *criminal w/2 justice* finds *criminal* and *justice* within 2 words of each other in any order).
- **Advanced Search:** the default search method, recommended for ease of use and flexibility. Allows browse searching, the ability to view or select from a list of subjects, and a variety of date limiters (*last seven days*, *last month*, a specified date, etc.)

The screenshot shows the search interface for the Criminal Justice Periodicals Index. The interface includes tabs for Basic, Advanced, Topics, Publications, and My Research. The Advanced Search tab is selected. The search form contains the following elements:

- Search Term(s):** A text input field containing "child abuse & neglect".
- Boolean Operators:** Two dropdown menus set to "AND".
- Search Term(s):** A second text input field containing "foster care".
- Database:** A dropdown menu set to "Social Sciences - Criminal Justice Periodicals".
- Date range:** A dropdown menu set to "All dates".
- Limit results to:** Two checkboxes: "Full text documents only" (unchecked) and "Scholarly journals, including peer-reviewed journals" (unchecked).
- Search Button:** A yellow button labeled "Search".
- More Search Options:** A blue button at the bottom left.

Annotations with arrows point to various parts of the interface:

- Left side:** "Select a logical operator (**and**, **or**, and **not**, **within 3**, **pre/1**) to connect multiple search boxes." points to the Boolean operator dropdowns.
- Top right:** "When ready, click **Search**." points to the Search button.
- Right side:** "Select from the drop-down list to limit your search terms to a specific field (*document title*, *document type*, *author*, *person*, etc.). Click **Browse**, if available, to see a list of available choices for a specific field." points to the "Subject" dropdown menu.
- Bottom right:** "Use the drop-down list to select *Last 7 days*, *Last 30 days*, etc. You also may select and enter a specific date or date range." points to the "Date range" dropdown menu.
- Bottom left:** "Click **More Search Options** to browse and limit by publication title, subject, person, location, document type (*commentary*, *editorial*, *interview*, *book review*, *speech*, *statistics*, etc)" points to the "More Search Options" button.

ADVANCED SEARCHING TIPS

Type Boolean and adjacency operators, truncation symbols, and field limits directly into the search box:

and	recidivism and prevention	finds both words in the same record
or	teenager or adolescent	finds records containing either or both terms
w/3	battered w/3 women	finds both terms separated by up to 3 words
?	wom? n	finds <i>woman</i> or <i>women</i>
*	gang*	finds <i>gang</i> , <i>gangs</i> , <i>gangster</i> , <i>gangsters</i> , etc.

Refer to online help for other search options, including a guide to specific fields.

VIEWING AND MARKING RECORDS

The screenshot shows a search results page with several callout boxes:

- Mark multiple records for viewing, printing, etc., by clicking the adjacent boxes.** Points to the 'Mark all' checkbox.
- Click here to see if link to the full text is available from other library's subscribed databases.** Points to the 'Find a copy' link.
- Click on the tab to view a specific group of publications.** Points to the 'Scholarly Journals' and 'Trade Publications' tabs.
- Click to view the citation and abstract of the article.** Points to the 'Abstract' link.
- Click to view full text of the article.** Points to the 'Text+Graphics' link.
- If search results are unsatisfactory, select from other suggested topics, or modify your search in the search boxes provided at the bottom of the results screen.** Points to the 'Suggested Topics' and 'Advanced Search' sections.
- To print or email multiple marked records, click **Marked List**, and follow on-screen instructions.** Points to the 'My Research 3 marked items' button.
- To print or email, click desired button and follow on-screen instructions.** Points to the 'Print' and 'Email' buttons.
- Click any hypertext link to search that term.** Points to a subject link in the 'Subjects' section.

To download an article, you must have a formatted diskette (IBM-compatible), CD, or flash drive. Be sure to select **Save as**, change the *Save as* type to **.txt**, and direct the download to an appropriate drive before clicking **Save**.

For more information, refer to onscreen help, or consult a reference librarian.