

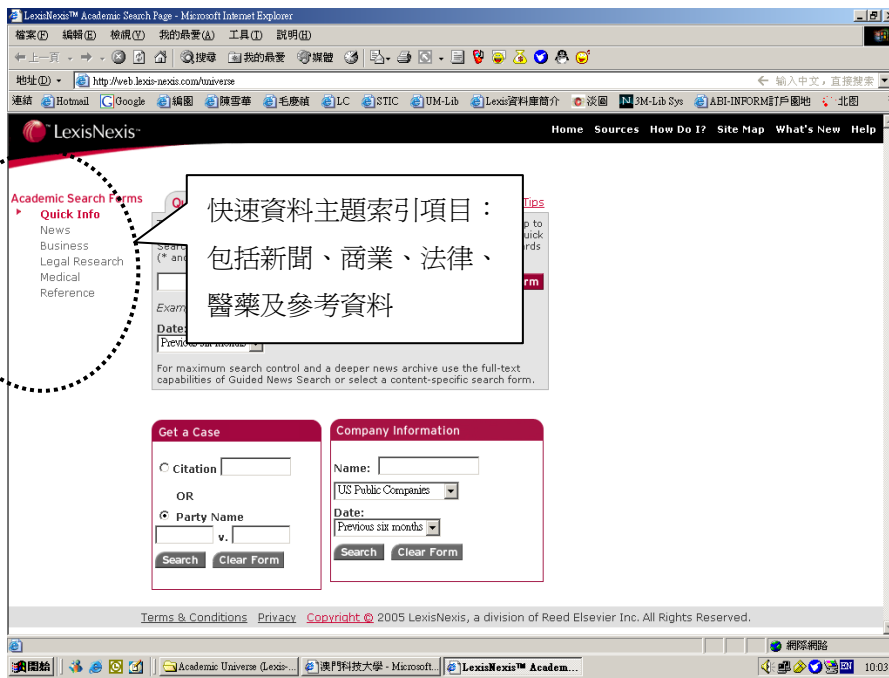
# Academic Universe (Lexis-Nexis)

## 使用手冊

### 壹、資料庫介紹

LexisNexis Academic Universe 是針對大學、學院和專科學校等教育機關為導向的網路資料檢索系統。資料庫收錄的資料類型包括：報紙、期刊、簡訊、新聞稿以及自 1971 年至今的美國專利等 8000 種以上之出版品，其中 95% 以上為全文資料；收錄年限則依文獻類別而異。資料庫之內容大致可分成五大類：新聞、商業、法律、醫學、和參考類，以下茲分別介紹資料範圍：

1. 新聞類資料：包括國際各大報紙、雜誌、期刊、簡訊、新聞稿等新聞總覽；除了美國新聞外，尚包括德文、法文、西班牙文、義大利文及荷蘭文等當地各大報紙之當日新聞。
2. 商業類資料：包括報紙、期刊相關商業新聞、公司財務狀況資料、行號資料、美國證管會報告和貿易展覽資訊等。
3. 法律類資料：非常豐富，包括聯邦法庭判例、聯邦與州的法律審理案件、各州高等法院和上訴判決案例、聯邦法規、聯邦條例、各州法規、歐盟法律、稅法、全球法律公司介紹等。
4. 醫學類資料：包括醫藥保健新聞、保健期刊的文章和 Medline 的摘要。
5. 參考類資料：包括傳記資料、民意調查資料、政經名人的引用句、美國各州檔案及統計數據、世界年鑑等。



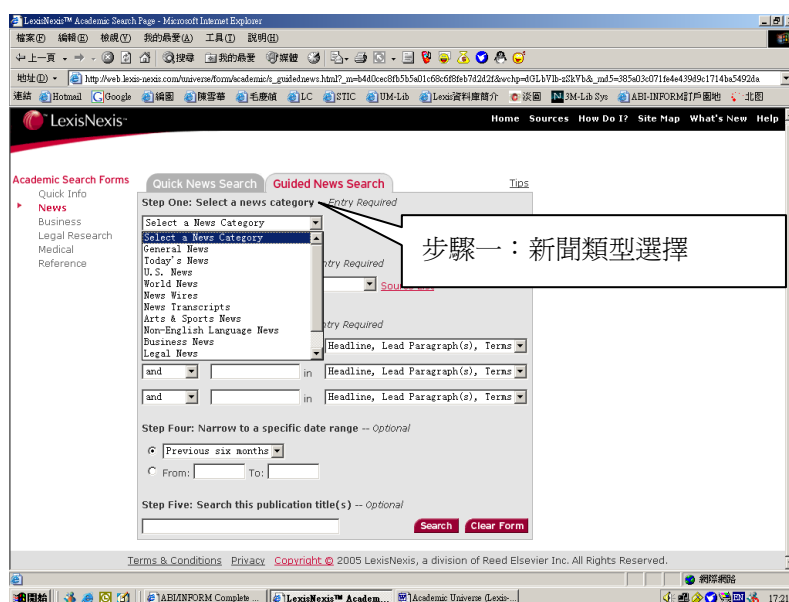
圖一、LexisNexis Academic Universe 主頁面

## 貳、檢索功能與技巧說



圖一、LexisNexis Academic Universe 主頁面

## 參、各類資料庫檢索技巧與說明



### 【步驟一：選擇新聞類型】

讀者可從下拉式選擇各類型新聞；Example: Select General News

### 【步驟二：】

此步驟將跟隨步驟一，例如讀者選出 General News，則步驟二即會出現相對的選項。例如：Select Major Papers

### 【步驟三：輸入檢索詞彙】

Input your search terms into the boxes provided.

You do not need to enclose phrases within quotation marks. Combine the term you are searching with the field of the document where you want the term to appear.

Example: Enter computer software. Select Headline from the drop-down menu.

You can enter an author's full name or last name only. If you are having difficulty retrieving articles searching for a full name, use a w/3 connector between the first name and last name.

Example: George w/3 Will

If you want to search several fields of the documents for your terms, you may use more than one of the boxes and join them with a suitable connector (e.g. AND to narrow your search or OR to broaden it) and choose a field for each one from the

corresponding drop-down menu.

Please review the Finding Information section of the LexisNexis™ Academic Knowledge Base to learn how to build a successful search. You will also learn how you can use connectors (AND, OR, etc.) and wildcards (\* and !) to help express your search.

#### Step Four: Narrow to a specific Date range (optional)

You can narrow your search to documents published on a specific day or within the date range you specify. You may either select a predefined date range from the drop-down list or enter your own custom date range. Most date formats are supported. Examples:07/24/97, Jul 24, 1997, 07/97, July, 1997, 1997

To specify a specific day, select the custom date range option and enter the same date in both the From and To fields.

Example:From: Aug 3, 1997 To:08/03/97

To search all documents published on or after a specific date, enter that date in the From field and leave the To field blank.

Example: From:July 5, 1996To: searches all documents published on or after July 5, 1996.

And, to search all documents published on or before a specific date, enter that date in the To field and leave the From field blank.

Example: From: To: 9/15/96 searches all documents published on or before September 15, 1996.

Note: If you do not enter a specific day or month, the first day of the month/year you entered is assumed when placed in the From field and the last day of the month/year is assumed when placed in the To field.

Example: From: 1995 To:8/96 searches documents published on or between January 1, 1995 and August 31, 1996.

#### Step Five: Search this publication title(s) (optional)

You can limit your search to documents from a specific publication. Use the Source List link for a listing of sources available for each category. Or click on the "Sources"

link at the top of the page.

Example: New York Times

This form's source selections are:

Arts & Sports: Choose Book, Movie, Music & Play reviews, Entertainment news, or Sports news

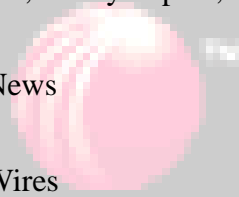
Business News: Choose Business & Finance, Industry News, or Mergers & Acquisitions.

Foreign Language News: Choose Dutch Language News, French Language News, German Language News, Italian Language News, Portuguese Language News or Spanish Language News

General News: Choose Major Newspapers, Magazines & Journals, Newsletters, Abstracts, Policy Papers, Time Incorporated Publications, or Ethnic News.

Legal News

News Wires



LexisNexis™

Today's News

Transcripts: Choose All Transcripts, ABC News Transcripts, Burrelle's, CBS News Transcripts, CNBC News, CNBC/Dow Jones Business Video, CNN Transcripts, CNNFn Transcripts, Fox News Network Transcripts, National Public Radio Transcripts, NBC News Transcripts, Newshour with Jim Lehrer, Nightly Business Report, Official Kremlin Intl News Broadcasts, or Political Transcripts

University News: Choose The Chronicle of Higher Education or University Wire

U.S. News: Choose:

Midwest Regional Sources

Northeast Regional Sources

Southeast Regional Sources

Western Regional Sources  
Alabama News Sources  
Alaska News Sources  
Arizona News Sources  
Arkansas News Sources  
California News Sources  
Colorado News Sources  
Connecticut News Sources  
Delaware News Sources  
District of Columbia News Sources  
Florida News Sources  
Georgia News Sources  
Hawaii News Sources  
Idaho News Sources  
Illinois News Sources  
Indiana News Sources  
Iowa News Sources  
Kansas News Sources  
Kentucky News Sources  
Louisiana News Sources  
Maine News Sources  
Maryland News Sources  
Massachusetts News Sources  
Michigan News Sources  
Minnesota News Sources  
Mississippi News Sources  
Missouri News Sources  
Montana News Sources  
Nebraska News Sources  
Nevada News Sources  
New Hampshire News Sources  
New Jersey News Sources  
New Mexico News Sources  
New York News Sources  
North Carolina News Sources  
North Dakota News Sources  
Ohio News Sources  
Oklahoma News Sources


The LexisNexis logo is positioned in the center of the page, partially overlapping a grey rectangular background. It features a stylized globe icon to the left of the text "LexisNexis™".

LexisNexis™

Oregon News Sources  
Pennsylvania News Sources  
Rhode Island News Sources  
South Carolina News Sources  
South Dakota News Sources  
Tennessee News Sources  
Texas News Sources  
Utah News Sources  
Vermont News Sources  
Virginia News Sources  
Washington News Sources  
West Virginia News Sources  
Wisconsin News Sources  
Wyoming News Sources

World News: Choose North/South America News Sources, European News Sources, Asia/Pacific News Sources, or Middle East/Africa News Sources

Medical News



Please review the Finding Information section of the LexisNexis™ Academic Knowledge Base to learn how to build a successful search. If you are Writing a Paper, you may want to consult our 10 Step Guide. Using the LexisNexis™ Academic Knowledge Base, you will also learn how you can use connectors (AND, OR, etc.) and wildcards (\* and !) to help express your search.

Step Six: Submit your search

Once you have constructed your search, click the Search button to submit it and see the results. To reset the form back to its initial state, click the Clear Form button instead.

For even more helpful information (such as Search Basics, Sample Searches, Answers to Frequently Asked Questions, and Error Message Descriptions), we recommend you browse through the other areas of the LexisNexis™ Academic Knowledge Base.