

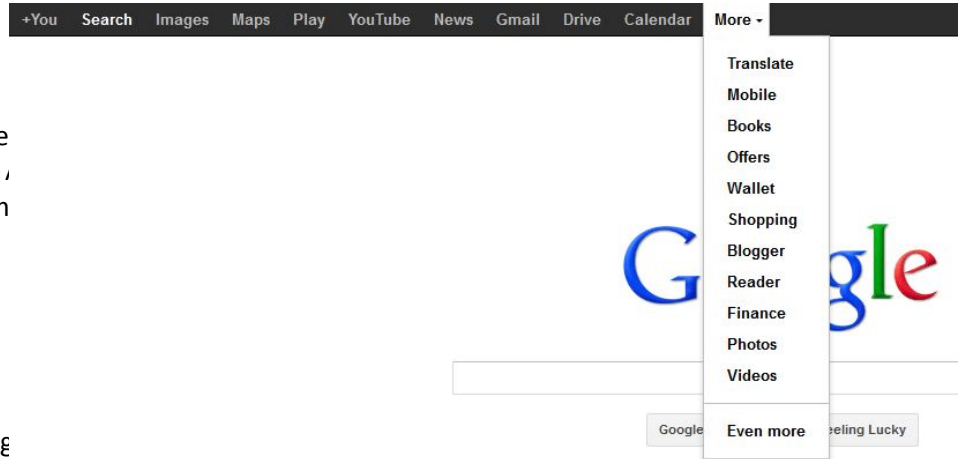


Step 1:

Go to the Google home page: <http://www.google.com>.

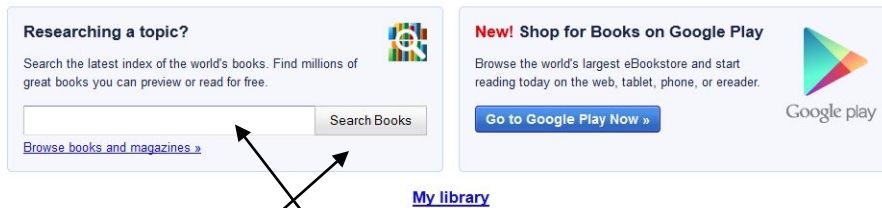
Step 2:

On the top of the "More" option, the drop down m



Step 3:

The following page



Step 4:

Type your search terms into the blank space located in the left column. Then click on the "Search Books" tab.



Last updated: 28 July 2013

Handout developed by Dr. Steven L. Berg, Associate Professor of English and History at Schoolcraft College. <http://www.stevenberg.info>. E-mail: sberg@schoolcraft.edu. This work is licensed under a Creative Commons Attribution-NonCommercial-Share Alike 3.0 Unported License http://creativecommons.org/licenses/by-nc-sa/3.0/deed.en_US.

Step 5:

This search will provide you with too much information which tends not to be organized in a useful way. Therefore you should to the bottom of the page and click on the “Advanced Search” link. Unfortunately, unless you can remember the URL for the advanced search, you need to complete the earlier steps. (FYI: The URL is http://books.google.com/advanced_book_search.)



Step 6:

The advanced search link will take you to the following page. The items for which you can limit your search are fairly self explanatory. The one recommendation I have is that you make sure to set your search for “Full View Only.” This will make it easier for you to identify relevant books. Once you have entered all of your search terms, you should click on the “Google Search” button.

The screenshot shows the "Advanced Book Search" page on Google Books. At the top left is the "Google books" logo, and at the top right is a link to "About Google". The main search area has a light blue background. On the left, under "Find results", there are four radio button options: "with all of the words", "with the exact phrase", "with at least one of the words", and "without the words". To the right of these are four empty text input boxes. Further right is a dropdown menu showing "10 results" and a "Google Search" button. Below this, there are several search criteria sections: "Search:" with radio buttons for "All books" (selected), "Limited preview and full view", "Full view only", and "Google eBooks only"; "Content:" with radio buttons for "All content" (selected), "Books", and "Magazines"; "Language:" with a dropdown menu set to "any language"; "Title:", "Author:", "Publisher:", and "Subject:" each with a text input box and an example; "Publication Date:" with radio buttons for "Return content published anytime" (selected) and "Return content published between", followed by two date input boxes and an "and" label; "ISBN:" with a text input box and an example; and "ISSN:" with a text input box and an example.

Step 7: Review Your Search Results

As you review your search results, please notice that Google allows you to download many of the books, articles, or magazine articles you found in your search.