CABI Training Materials Leisure Tourism Database User Guide

> KNOWLEDGE FOR LIFE www.cabi.org



Contents

Contents	2
Introduction	3
Accessing LeisureTourism	4
By IP Address:	4
Navigating the interface	5
Simple site searches	6
Conducting general site searches	6
Conducting filtered site searches	6
Viewing search results	7
Smart Searches	10
Advanced searching	11
Field searching	
Index Terms or "Descriptors"	
Super indexes	
CABICODES	14
Topic pages	15
Refine options	
MyLeisureTourism	17
Creating a MyLeisureTourism account	
Combining searches	
Saving searches and creating alerts	
Saving and exporting records	
Appendix A: Search techniques	23

Introduction



Leisure Tourism Database is the enhanced online version of Leisure, Tourism and Recreation Abstracts: the abstract database available in print. Additional features of the website include a meeting calendar, web links, and thousands of articles on tourism, leisure, recreation, sport, hospitality, and culture, most of which contain links to database records and/or external sources of additional information. Subjects covered include:

- Tourism and Travel
- Leisure and recreation
- Sport
- Arts and Entertainment
- Hospitality industry

For a more extensive list of subjects covered please visit our subject coverage page.

The Leisure Tourism Database includes the following information materials:

Abstracts records:	Indexed records from the CAB Direct database relating to the subject of leisure and tourism
Full text articles:	Links to the complete record for scholarly articles hosted on the CAB Direct database
eBooks:	Access to full electronic books or book chapters relevant to leisure and tourism. These are selected from CABI's eBook service.
News Articles:	The latest news on the current developments in leisure and tourism written by subject experts
Events:	A calendar of relevant international conferences, congresses, annual meetings and more targeting scommunities and industries in leisure, tourism and hospitality



Accessing LeisureTourism

LeisureTourism is a web-based interface. To access the site visit <u>www.cabi.org/leisuretourism</u>

To sign in to the LeisureTourism click on the site menu as shown below:

	www.cabi.or	Sign in	Institutional sign in	(10
	Laboration and	tcorser		-
rounsm	Leisure and	Password	Not yet subscribed?	
Search L	_eisure Touris		Subscribe here	
	over 137,000 at	Sign in Remember me		
Enter k	eyword or phra	Forgotten password?		

There are 3 ways to login to the database depending on the access options your account has:

Deveenel	Sign in Username - You must enter a username.	Institutional sign in Choose institution Sign in using my IP	IP address
credentials	Password	Not yet subscribed? Subscribe here	recognition
	Sign in Remember me		

By Personal credentials:

If you requested access to the site by a username and password please enter this in to the login box situated in the top left hand corner of the webpage.

By IP Address:

If your institution has a subscription to LeisureTourism and you are accessing through your institutions network, the LeisureTourism platform will recognise your IP address as a registered user and automatically log you on to the site. If you aren't automatically recognised click the ^{Sign in using my IP} button.



Navigating the interface

The LeisureTourism interface has been designed to enable quick and comprehensive content searches. Below shows an image of the LeisureTourism homepage and the various features displayed.





Simple site searches

LeisureTourism offers a simple site search using a variety of basic search techniques to search content across the whole of the site such as Boolean operators and Phrase searching. These search techniques can be found in the <u>search techniques reference</u> table.

Conducting general site searches

A general site search conducts a search across all the various types of content and topics available in LeisureTourism. It will return a broad range of search results that will include all material types from all subject areas. It can be a useful place to begin a search.

To conduct a general site search enter your search terms in to the search box located in the search bar of the home page and click the search button as shown below:

Search Leisure Tourism Smart searches		¢ M	y LeisureTourism: sign	Tourism: sign in or register	
Access to over 140,000 abstracts	(including over 4000 full text docu	ments), news and review articles, and	d over 2000 book chapter		
skiing AND "Climate change"		Search within topic	Filter by type	Course	

Conducting filtered site searches

A filtered site search can be used to limit a search to specific subjects or types of content on the LeisureTourism site. This will return a narrower range of search results and is particularly useful if you are trying to limit searches to particular areas or material types. You can limit the searches using a single filter or both simultaneously.

To conduct a filtered site search enter your search terms in to the search box located in the search bar of the home page. Click on the filter options to the right of the search box and select the categories you would like to limit the search to. The *I* indicates which categories have been selected. Below shows the examples for both the subject and content filters:

earch Leisure Tourism	Smart searches		Ny LeisureTourism: sign	in or regist
ccess to over 137,000 abstracts	s (including over 4000 full text o	locuments), news and review articles, a	nd over 2000 book chapte	rs
Enter keyword or phrase		Search within topic 💙	Filter by type 💙	Search
	Limit to selected topics			
	Arts and Entertainment Hospitality Industry	Sport		



Search Leisure Tourisin	Smart searches		🙄 Miy	Leisure lourism: sign	in or regist
Access to over 137,000 abstracts	(including over 4000 full text docum	ents), news and revie	ew articles, and	over 2000 book chapter	
Enter keyword or phrase		Search within	n topic \vee	Filter by type 🐱	Search
	Limit to	selected content	types		
	E Abstr	act	CABI Full Text		
	CABI	Book Chapter Info	Event		
		Pooklofo	Nowe Article		

Once selected click the Search button.

Viewing search results

The returned results will be displayed on the search results page as shown below. The figure below the search box indicates the number of returned results from your search string query. Below this will show any filtered categories that were selected for the search. To remove the filters simply click the \times next to the filtered term. The search results are displayed in the box below and can be ordered by most recently indexed first or relevance. At the top and bottom of the search results screen there are also options to vary the number of records displayed on the current page.

	skiing AND "climate change"	Filter by type V Search	
umber 🗕	77 results found	Refine results	
r records	X Type: Abstract X Type: CABI Full Text	Burt Briter	Filter
		Relevance Date (Recent First)	display
	1 2 3 4 5 6 7 8 Results per page: 10 -	Date (Oldest First) Alphabetical (A to Z)	- Record
	Search results Results	Author	display
	Miscellancous CAB Full Text A study of the literature and current research into responsible tourism and the sport of skiing, skier motivation and destination choice and ski resort	Scott, D. (10) Dawson, J. (7) McBoyle, G. (4) Steiger, R. (4) Elsasser, H. (3)	options
	destination management strategies.		
	tourism impact of skiing; evolution of the skiing industry; differences between mountain ski resorts in North America and Europe; motivation for skiing and destination preferences; attitudes of skiiers	USA (14) Austria (11) Australia (7)	
	Author(s) Tonge, V. Publisher International Centre for Responsible Tourism, Leeds Metropolitan University, Leeds, UK, UK, Other Citation ICRT Occasional Paper, 2006, OP7pp 23 pp.	Canada (6) Germany (6) 🏈 MORE RESULTS	
	Voue ful lost schile A	Item Type	



Below shows an example of an article header from the returned results. You can see the resource type, the article title, the leading sentence of the article abstract and further bibliographic information for the record. If the full text article is available the View CABI full text > button is displayed which gives access to the full text article.



When clicked, the article title will take you to the record page listing the full bibliographic details of the record as shown below.





As well as the full abstract the page will also include the full bibliographic information and indexing keywords that were assigned to the record during the indexing process. This can be found under the Abstract details pane on the right of the page.

All these terms are intuitive links which when clicked performs a search on that term. The example below shows a section of the Abstract details pane. In this example we have clicked on the author name Holdenrieder, O. This has performed a site search using the search string **au:"Holdenrieder, O."** which has returned all records this author has contributed to.

2006 OP7 23 pp. Publisher information	Search Leisure Tourism Smart searches	¢	My Leisure Tourism: sign	in or regist
rism, Leeds Metropoliti	A cess to over 137,000 abstracts (including over 4000 full text of	locuments), news and review articles,	and over 2000 book chapte	
ds UK	au:"Tonge, V."	Search within topic	Filter by type 👻	Search
	4 results found		Refine results	
			Sort Order	
	1	Results per page: 10 💌	Relevance	
			Date (Oldest First)	
	Search results	Results	Alphabetical (A to Z)	
	Abstract		Author	,
			Tonge, V. (4)	
	Sustainable destinations: responsible skiing snows to This paper evolains 'responsible skiing' which takes the principal	ne way.	Geographical Locatio	n /
	makes them relevant to ski resorts and skiers. It then outlines so	me reasons why it makes	Austria (1)	
	good business sense for resorts to engage in responsible skiing Author(s) Tonge, V.	*	Europe (1) North America (1)	
	Publisher Tourism Society, London, UK, Citation Tourism (London), 2012, 149pp 10-11		Itom Tuno	
			Bulletin (3)	
			Journal article (1)	
	Author(s) Tonge, V. Publisher Tourism Society, London, UK, Citation Tourism (London), 2012, 149pp 10-11		North America (1) Item Type Bulletin (3) Journal article (1)	



Smart Searches

To help you search for literature in common or key topics of interest our subject experts have created predefined search strings. These have been created using complex search techniques such as field tags and multiple Boolean operators to return the most

relevant results. To access the Smart searches click on the Smart searches tab above the search box as shown below.

eisure Tourism smart searches are based o	n commonly researched topics, and your own re	quests
Request a search 🗲		
Carbon costs of air travel	Hotel revenue management.	Staff motivation in the hospitality industry
Climate change effects on winter sport	Hotel website usability	The role of customer reviews in the hotel
tourism	Promoting urban regeneration through the	industry
Economic effects of sports mega-events	arts	Tourism for economic development in Island
Economic impacts of casinos	Pro-poor tourism	states
Economic value of outdoor recreation	Public funding of the arts	Tourism response to crisis
Environmental certification in the hospitality	Recreational water quality	Volunteering in sport
industry	Sport participation in people with disabilities	Women's sport in the media
Film-induced tourism	Spread of diseases by tourists	
Health effects of active video names	and the second second second second	

This will show you a list of smart searches and their associated topic that are available. To conduct the smart search click on the topic of your choice. The screenshot below shows you the results for the smart search "Hotel revenue management"



To narrow results further you can either use the refine panel to the right hand side of the page or add terms manually to the end of the predefined search string.



Advanced searching

Field searching

The search box for LeisureTourism also allows you to conduct advanced field searching using the index field tags.

Field searching is a technique by which users can search for keyword terms in specific indexing fields. These indexing fields are used when adding a bibliographic record to CAB Direct e.g. Abstract title, author. Each indexing field has an associated field tag which can be used in conjunction with search keywords to return a more precise set of results. Below is a list of the indexing fields and their associated tag:

Common search fields

Description	Field Tag
Abstract	ab
Author affiliation	aa
Descriptor	de
Organism Descriptor	od
Geographic Locator	gl
Broad term	up
Identifier	id
Publication source	do
Publisher	publisher
CABICODE	CC
Conference	ct
Language	la
Publication type	it
Year	yr
Record number	ра
DOI	oi
ISSN	sn
ISBN	bn

Additional search fields

Description	Field Tag
Additional Authors	ad
Author Affiliation	aa
CAS Registry Numbers	ry
Conference Dates	cd
Conference Title	ct
Corporate Author	са
Country of Publication	ср
Descriptors	de
Digital Object Identifier	oi
Document Editors	ed
Document Title	do
Email	em
English Item Title	et
Non English Item Title	ft
Geographic Location	gl
Identifiers	id
ISBN	bn
ISSN	sn
Item Type	it
Language(s) of Summary	ls
Language(s) of Text	la
Location of Publisher	lp
Main Abstract	ab
Organism Descriptors	od
Pan Number	ра
Personal Author	au
Personal Author Variants	av
Publisher	pb
CABI Product Code	SC
Up-posted Descriptors	up
Web URL	ur
Year of Publication	yr



To conduct a field search type the associated field tag (must be lowercase) into the search box followed by a colon. Next enter your search term/s. Field searching can also be conducted using the variety of simple search techniques outlined previously such as multiple word searches and Boolean operators. Below show some examples:

Single word search:	de:"hospitality industry"
Multiple word search:	de:"hospitality industry" AND gl:"Italy"
Searching with parentheses:	de:"hospitality industry" AND (gl:Europe NOT Spain)

Index Terms or "Descriptors"

If you are looking only for important papers on a particular subject, where you want a high level of relevance, you should restrict your search to one or more of the CABI indexing or Descriptor fields. Every record on the database is indexed with terms that describe all the important concepts within a paper. The index terms may be added to one of 5 different indexing fields. The indexing fields that CABI uses are:

Fields	Tags	Description	Example
Organism Descriptor	od:	The Organism Descriptor field is used for animal and plant names	od: "Loxodonta africana"
Geographic Location	gl:	Geographic Location field is used for country and other geographic names	gl: Germany
Descriptor	de:	The Descriptor field is used for all the "other" terms that are neither animal, plant nor geographic	de: hotels
Broad Term (Up-posted Term)	up:	The broad term is used to search for more general terms of a subject as defined in CAB Thesaurus	up: "holiday accommodation"
Identifier	id:	This field is used for non-preferred index terms	id: "wildlife viewing"

Please note: When searching the organism descriptor all animals are indexed with their scientific names. However, plants are indexed with both their scientific and their common names.



Super indexes

Super indexes allow users to search multiple indexes across related fields. They are useful tools for users if they are unsure which fields they need to specify when trying to conduct advanced field searching. They can be searched in the same way as other fields as the super indexes have their own field tag associated to them. LeisureTourism also has three super indexes.

The first two super indexes shown in the table below are used when searching bibliographic information relating to either the article title or the article authors. The table below shows the field tag, field indexes that are searched and an example of a search.

Super index name	Super index field tag	Fields searched	Example
Title	title:	English title Foreign title	title: "Sport volunteers"
Author	author:	Personal author Author variant Additional author Document editor Corporate author	author:"Busser, J. A."

The third super index called the subject index is used when searching for the indexing terms or metadata that is recorded or assigned to each resource record. The table below shows the field tag, field indexes that are searched and an example of a search.

Super index name	Super index field tag	Fields searched	Example
Subject	subject:	Descriptor Geographic location Organism descriptor Identifer	subject: olympics



CABICODES

In addition to adding index terms to a record, broad concepts are also "indexed" with a classification system known as CABICODES. The CABICODES are a hierarchical list of classification codes that divide the subject coverage of the CAB ABSTRACTS database into 23 major sections. Each section then includes a series of codes that divides that subject into more specific subjects. The codes themselves are typically used to code for subjects that would be difficult to describe with keywords alone. These CABICODES shown below display a selection of the CABICODES for social sciences and their associated topic area. For a full list of CABICODES and their topic areas visit the <u>CABICODE list</u>.

- **UU000** Social Sciences (General) **UU100** Housing and Settlement **UU150** Urban Regeneration **UU200** Demography **UU250** Human Fertility **UU300** Public Services and Infrastructure **UU350** Health Services **UU360** Communication and Mass Media **UU450** Community Participation and Development **UU460** Community Development **UU470** Participation and Self Help **UU480** Social Structure **UU485** Social Psychology and Social Anthropology **UU490** Social Psychology and Culture
- UU495 Conflict UU500 Women UU600 Leisure UU610 Recreational Facilities and Management UU620 Recreation and Sport UU625 Sport and Recreational Activities UU630 Arts, Entertainment and Cultural Heritage UU640 Pastimes and Social Life UU670 Gardening, Landscaping and Landscapes UU700 Tourism and Travel UU800 Rural Sociology UU850 Rural Development

The CABICODES can be searched just like any other field tag. Two field tags are assigned to the CABICODE field and these are described below. Please note, as other field tags these must be entered in lowercase

Field tag	Definition	Example
cc:	Allows users to search the index of the alphanumerical assigned code e.g. UU700	cc:UU700
cabicode:	Allows users to search both the alphanumerical assigned code index as above and the CABI code title index e.g. Tourism	cabicode:UU700 or cabicode:tourism



Topic pages

Topic pages enable you to focus searching on specific areas of Leisure and Tourism. The topic page can be selected from the horizontal menu bar shown in the screen shot below. These topic pages are structured in a similar format as the homepage but only include content items that refer to the selected topic. For example, the screen shot below shows the topic page for Leisure and recreation. Therefore the news carrousel and the latest content section on the Leisure and recreation topic page will only show recent articles that refer to Leisure and recreation. The green underline in the horizontal topic page menu and the page title indicate which topic page you are currently viewing.



When conducting a search from a topic page, the relevant option is automatically selected from the topic filter section as shown below. This means that any search conducted from the topic page will limit searches to only content relating to that subject.

Search Leisure Tourism	Smart searches	¢ 1	My LeisureTourism: sigr	in or register
Access to over 137,000 abstracts	(including over 4000 full text o	locuments), news and review articles, a	nd over 2000 book chapte	ers
"Forest recreation"	Limit to selected topics	Search within topic 💙	Filter by type 👻	Search
	Arts and Entertainment	Sport		Topic
	Hospitality Industry Leisure and Recreation	Tourism Travel and Technology		selected



Refine options

On the right side of the topic page there is a Refine results pane. This allows you to organise the display of the results alphabetically or by recency or relevancy. The refine pane also allows users to refine content even further using the following index fields:

- Author
- Geographic location
- Item type
- Language
- Organisms
- Subject topics

Author	^
Cole, D. N. (77)	
Veal, A. J. (73)	
Cordell, H. K. (70)	
Henderson, K. A. (70)	
Crompton, J. L. (69)	
MORE RESULTS	

Each field is listed in a separate box in the refine results pane. These can be collapsed by using the in the field box header. Blue text indicates the keyword and the bracketed number indicate the amount of records associated to it.

Clicking on a blue keyword conducts a search to return results specific to the selected topic and the relevant keyword from the associated field. For example, below we can

see that by clicking on the author ^{Cole, D. N. (35)} listed in the author field box a filtered search is generated limiting results the author: "Cole, D.N.". Th is is displayed in the filter display at the top of the results page.

Author	~		
Cole, D. N. (77)			
Cordell, H. K. (70) Ienderson, R. A. (70) Frompton, J. L. (69)	Search Leisure Tourism Smart searche	5	My Leisure Tourism: sign in or register
MORE RESULTS	Acc. is to over 137,000 abstracts (including over 4000 h	all (ext accuments), news and review artic	cles, and over 2000 book chapters
	Enter Ke word or phrase	Search within topi	c 🐱 Fitter by type 🐱 Search
	77 results found		Refine results
	* Topic Lessure and Récretation * Author Cole, D. M.		Sort Order
	1 2 3 4 5 6 7 8	Resulta per page. 10	Relevance Date (Recent First) Date (Oldest First) Alphabebcal (A to Z)
	Search results	Results	Author
	Miscettaneous Reducing the impact of hikers on vegetation. A research methods.	n application of analytical	Cote, D. M. (77) Borrie, W. T. (76) McCool, S. F. (26) O'Longhlin, J. (15) Looghlin, J. (12)
	After a brief review of several approaches for studying th vegetation, this paper describes a study of vegetation all different vegetation types. Results show that in Eagle Ca on vegetation is more.	Geographical Location	
	Author(s) Cole, D. N. Publisher USDA Forest Genics. Polland, Crepon, USDA Forest Genics. Citation Recreational Impact on wildlands, Conferences 1979, pp. 71-79	sa, Ince proceedings October 27-28, 1978.	Montana (9) Oregon (7) Arizona (4) Pennsylvania (2) C MORE RESULTS
			item Type A



MyLeisureTourism

The MyLeisureTourism feature improves search functionality for users allowing users to:

- Combine and save searches
- Save records
- Export citations
- Create Alerts

To gain the full functionality of MyLeisureTourism and for the system to record and recall your searching activity you must be signed in. It is therefore recommended that you sign-in to MyLeisureTourism at the beginning of all your search sessions on LeisureTourism.

Creating a MyLeisureTourism account

Before you can access the features of MyLeisureTourism you first need to create an account. Click on the distribution of the button in the top-right hand corner of the search box as shown below:

Q,	www.cabi.org	Your se	sure Tourisr ource for all tourism, leisure ation	n and hospita	lity	1	You are signed in as: CABI ACCESS (Gratis) Signed in via: IP Address
Fourism	Leisure and Recre	ation	Hospitality Industry	Sport	Travel and Technolo	ogy Arts and	Entertainment
Search L	Leisure Tourism	Sm	art searches		¢ My	LeisureTourism: si	ign in or register
Access to	over 137,000 abstract	ts (includin	g over 4000 fuil text docum	ents), news a	and review articles, and	over 2000 book cha	pters
Accessio	Enter keyword or phrase				the second se		

This will direct you to the sign-in page as shown below. The right hand side of the page allows new users to register an account. The left hand side of the page allows users already registered to sign in. Once registered, fill in your unique credentials to sign-in.



6	ww.cabi.org	SUICE IOURIS source for all tourism, leisur ation	e and hospit	ality		CABI ACCESS (Gratis) Signed in via: IP Address
ourism	Leisure and Recreation	Hospitality Industry	Sport	Travel and Technology	Arts a	and Entertainment
 Return 				d My Leisu	reTourisn	n: sign in or register
	Sign in to My Leisure Email Address Email Address Password Sign in Remember	Tourism	R En Pa Re	egister for a My Leisure' count nail Address ssword type password	Tourism	

Below shows the MyLeisureTourism page. At the top of the display box are the different tabs to display the different types of search activities. By default the display automatically shows the recent searches that you have conducted. To the left hand side of the page there is also an option to sign-out or change your account password. To permanently remove a search from your recent search display click on remove button

	(Uwww.cabi.o	rg information	sure To ource for all touris ation	urism im, leisure i] and hospitali	У		You CAB Signe IP Ac	are signed in as: IACCESS (Gratis) ed in via: ddress		
	Tourism Leisure and	Recreation	Hospitality Ind	ustry	Sport	Travel and T	echnology	Arts and En	tertainment		
n out/	◆ Return							d My L	eisureTourism		
ange 👝	Sign out Change pass	word									Diam
sword					Recent	earches	Saved sea	rches Save	ed records		Dispi
	Combine Selected S	earches 🖲 i	DR (Expand) 🛛 🔘	AND (Inc	lude) Ø	(OT (Exclude	e) Search				labs
	Select all						Results	Save search	Remove		
	Select all	ics					Results	Save search	Remove		
	Select all subject: olympi de:sport AND (v)	ics volunteers OR v	olunteering)				Results 1,262 236	Save search + +	Remove × ×	L	
	 Select all subject: olympi de:sport AND (v de;"hospitality 	ics volunteers OR v industry"	olunteering)				Results 1,262 236 6,299	Save search + + + + +	Remove × × ×	l	
	 Select all subject: olympic de:sport AND (v de:"hospitality ("revenue man 	ics volunteers OR v industry" agement" OR "	olunteering) revenue manage	ers) AND h	otels		Results 1,262 236 6,299 1,696	Save search + + + + + + +	Remove X X X X X	l	
	 Select all subject: olympi de:sport AND (v de:"hospitality ("revenue man ("revenue man 	ics volunteers OR v industry" agement" OR " agement" OR "	olunteering) revenue manage revenue manage	ers) AND h ers) AND h	otels		Results 1,262 236 6,299 1,696	Save search + + + + + + + + + + + + + + + + + + +	Remove X X X X X X	l	



Combining searches

Combined searches are a useful tool for when compiling long and complex search strings which contain multiple Boolean operators and parentheses. To simplify the process and minimise the chance of input errors this function allows the user to perform two or more separate searches and combine them with either the AND, OR and NOT Boolean operators.

In the example below we can see in the recent search tab two relatively complex searches have recently been conducted. These two have been selected using the checkbox I and the AND Boolean operator has been chosen from the combined search options. You can also see these searches have been filtered to certain criteria as explained previously.

	Sign out Change password			
bining	Re	ecent searches	Saved searches	Saved records
ons	Combine Selected Searches OR (Expand) AND (Include)	NOT (Exclude)	Search	
	Select all	Results	Save search	n Remove
ected	🔲 de: "hospitality industry"	6,299	+	×
rches	de:sport AND (volunteers OR volunteering)	236	+	×
	✓ subject: olympics	1,262	+	×

Once your options have been selected perform the search by clicking the **Search** button. This will conduct the search and direct you to the results page as shown below. You can see that the search string of the two combined searches is displayed in the search box. By combining this search with the AND operator we have limited the results further to only return 8 records but alternatively by using this feature with the OR operator the we can also expand results.



	yww.cabi.org	Leis Your so	sure Tourism] and hospita	iity		You are signed in as: CABI ACCESS (Gratis) Signed in via: IP Address
ourism	Leisure and Recre	ation	Hospitality Industry	Sport	Travel and Tech	nology	Arts and Entertainment
Search I	Leisure Tourism	Sma	art searches				🖕 My Leisure Tourism
(de:spo olympic	ort AND (volunteers C cs)	OR volunte	eering)) AND (subject:	Searc	n within topic 🖌	Filter	by type 👻 Search
18 result	s found					Refine re	sults
_							
1 2			R	lesults per pa	ge: 10 💌	Sort Ord	ler
1 2 Searc	h results		R	lesults per pai	ge: 10 •	Sort Ord Relevance Date (Rece Date (Olde Alphabetic	ier int First) ist First) ial (A to Z)
1 2 Searc	h results		R	lesults per par	ge: 10 •	Sort Ord Relevance Date (Rece Date (Olde Alphabetic Author	ier int First) sti First) sal (A to Z)

Saving searches and creating alerts

For searches you would like to run on a regular basis, users can save searches for future reference by using MyLeisureTourism. To save a search visit the recent search tab from the MyLeisureTourism page and click on the save search button

ign out Change password				
		Recent searches	Saved searches	Saved records
Combine Selected Searches	DR (Expand) OR AND (Includ	e) O NOT (Exclude	e) Search	
Select all			Results Save	search Remove
(de:sport AND (volunteers OR	volunteering)) AND (subject:	olympics)	18	+ ×
de: "hospitality industry"			6.299	+ ×

To view your saved searches click on the saved searches tab **Saved searches**. The saved searches tab allows the user to conduct a saved search by clicking on the blue



search string displayed. For each saved search there is also an option to set up an RSS feed which automatically notifies the user when new records relating to that search string are added to the LeisureTourism site. These notifications can be viewed through all RSS readers such as Microsoft Outlook and Feedly. To find out more about RSS and how to setup an account with an RSS reader read more here. To set up an RSS feed for your search string click on the RSS feed button

-				Percent coprohes	Caucad coprohas	Caucad	roporde
-					Concession in the local division of the loca		
-011	unne serecieli searches	OR (E)	kpanoj O ANI	n (include) o NOT (Exclud	(e) search		
	Select all				Results	RSS	Remove
	(desport AND (volunte	ers OR volur	nteering)) AND (subject: olympics)	18		×

Saving and exporting records

The MyLeisureTourism tool also allows you to save individual article records for future reference and export these to reference management software to create your own bibliographies or reference lists. To save a record to the saved records repository you must first be signed into the MyLeisureTourism tool before conducting searches. When signed in and a search has been conducted each record in the displayed results will

have a **Save to My Leisure** button associated. Click this button to save the record.

Activities to over 1	37,000 abstracts	(meloding over 4000 full text	documents) news and review articl	es, and over 2000 Dook chapters,	
(de:sport AND olympics)	(volunteers OF	t volunteering)) AND (sub	Search within topic	V Filter by type V	Search
18 results foun	d			Refine results	
				Sort Order	
1 2			Results per page. 10 -	Redevance	
				Date (Recent First) Date (Oldest First)	
Search re	sults		Results	Alphabetical (A to Z)	
Ataliact				Author	*
				Girginov, V. (7)	
The Internation	nal Year of Vol	unteers.		Alexandris, K. (1) Bang, H. J. (1)	
This feature pres	ents the proceed	ings from the 'international 'r	ear of the Volunteers' (a World	Benson, A. M. (1)	
Conference on O Jovember 2001 Jevelopment of s	iympic and Sport The conference : port and physical	Volunteerism) held in New Y studied and analysed the cor	ark, USA, from 12-14 httibution of volunteers to the	Berg, R. L. (1) O MORE RESULTS	
Publisher	Comité Internatio	nal Olympique (International Olym	ngic Committee), Lausanne.	Geographical Location	^
Citation	Switzerland, Obmotic Review	2001 27 4200 0.41	and the second se	Australia (4)	
Clebhon	organger: Review.	PART OF THE WARK STATE		Greece (4)	
			Save to My Leisure	Beijing (3) Canada (3)	
				Statut (b)	



To view your saved records click on the saved records tab Saved records. This will display the title of all saved records. To view a specific record, click on the title. Records can be removed individually by using the Subtton. To delete multiple records check the boxes I next to the records and click the Remove records button as shown below.

Citations can also be exported to reference management software in a RIS file format. To export citations, select the records you would like to be included in the reference list using the checkbox I and click the C. Export citations button as shown below.

ign c	n out Change password			
		Recent searches	Saved searches	Saved records
×	Remove records			
	Select all			Remove
	Characteristics and motivations of sports officials in the pr	×		
	It's all about the Games! 2010 Vancouver olympic and paral	ympic winter games	volunteers.	*



Appendix A: Search techniques

Search technique	Example	Description	Function	Reason to use
Single word search	Volunteering	Searches using a single word term	Returns a broad range of results for a particular word/topic	Provides a broad overview of a scientific area of interest
Boolean search	Volunteering AND Tourism	Searches using the operators AND, OR and NOT	Performs searches on multiple concepts that provides specific keyword searching for an area of interest that can include or exclude other concepts.	Allows the user to conduct more controlled searching. Can be used to omit homophones
Phrase searching	"Volunteering tourism"	Use quotation marks before and after a multiple word phrase	Returns results only containing the entire phrase	Narrows searching to records that only contain the whole phrase
Parentheses	"Volunteering tourism" AND (Europe OR France)	Searches using keywords, Boolean operators and parentheses.	Used for searches that contain multiple Boolean operators to define the correct search logic	Refines searches with Boolean operators further to provide limited search results
Truncation & wild cards	"Volunteer [*] tourism" AND (Europe OR France)	Uses the symbols * and ? in keyword search	Using the * returns results with different word stems for the root word Using the ? symbol allows users to specify unknown characters	The * allows users to broaden results to keywords with differing word stems e.g. pop* = popular, population, etc. The ? returns results using a keyword that may differ in spelling