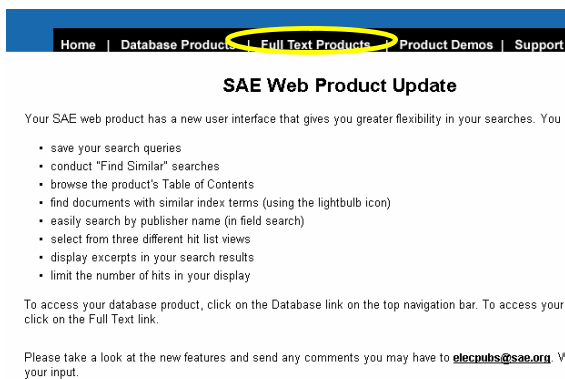


SAE Digital Library Quick Reference Guide

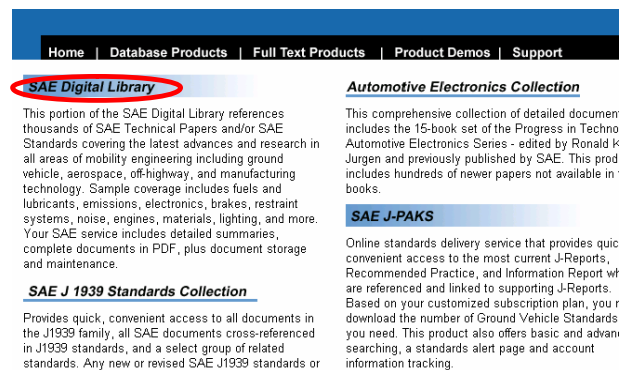
Getting Started - Point your web browser to www.elecpubs.sae.org.

FAQ: How do I access full text documents? See [Document Summary – Page 4](#)

Next, Click on the Full-Text Products Tab.



From the next page click on Digital Library



In most cases, this will take you directly into the Digital Library, and, in rarer instances, the user may be prompted for a userid and password. Simply enter the userid and password for instant access.

Quick Start - You'll notice that the Digital Library has a user-friendly interface that allows you to get started and quickly access the content you need. From the Digital Library Quick Start Page you can:

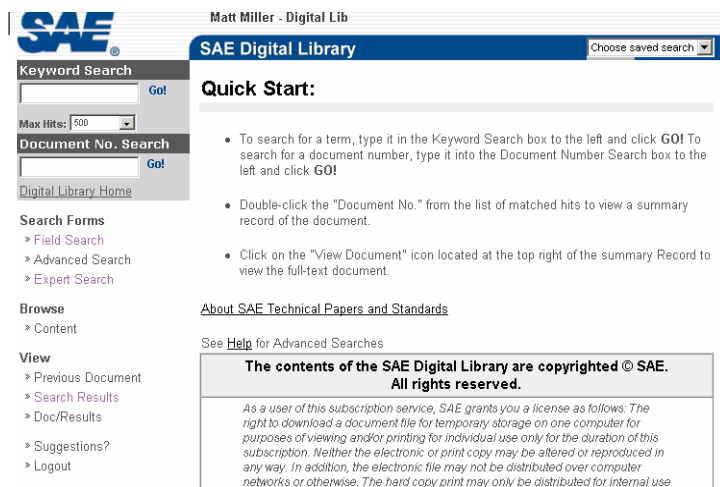
-Utilize the Basic Search or Document Number Search

-Choose from three different search forms

-Browse content

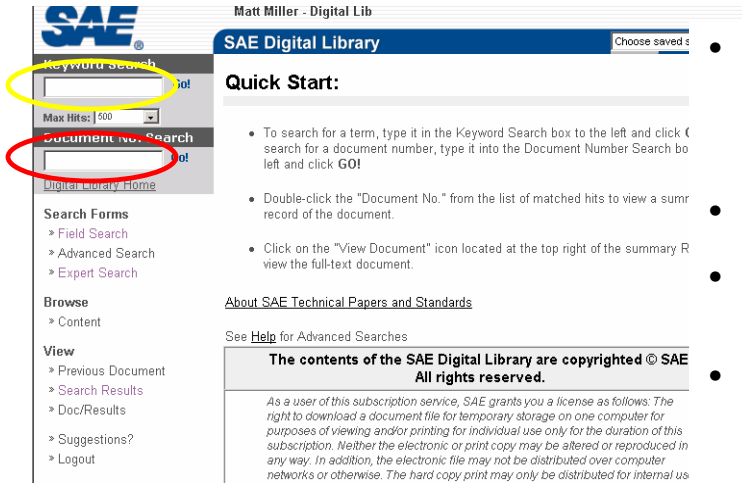
-Return to last viewed document or search results

-Offer your comments and suggestions



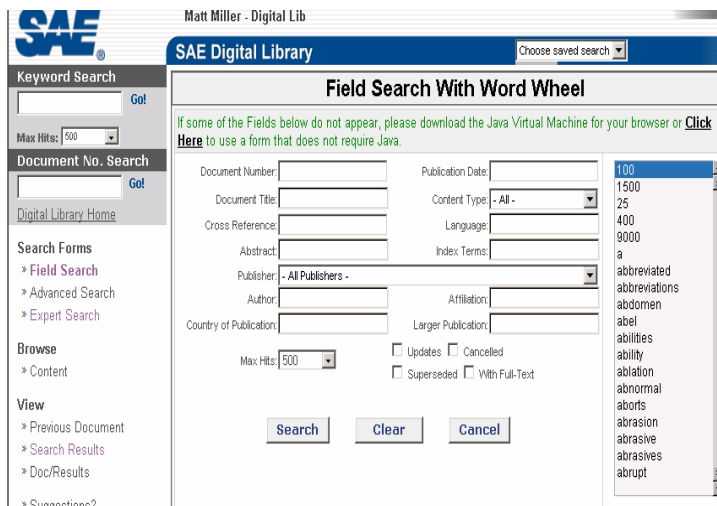
Searching - The SAE web interface offers powerful searching capabilities that enable you to find exactly the information you need. There are five search forms that you can use to locate the information you need: *Keyword Search, Document Number Search, Field Search, Advanced Search, and Expert Search.*

Keyword and Document Number Search - The simplest way to search the SAE Digital Library is using the simple keyword search box or document number search box located at the top left of your screen.



- Type in a word(s) or document number, press Enter or click on the GO!! and you will match every document that contains that word(s) anywhere in the summary or specific document number.
- To search on a phrase, enter the words in quotes.
- When searching for a specific document number, make sure to enter it into the Document Number Search box.
- If a search yields results, a hit list will appear in the main window of the screen. If your search does not yield any results the screen will display "No Documents Found".

Field Search - - The Field Search form allows you to search for a term or number within a particular data field of a document, or to search a limited portion of the Digital Library, rather than search the entire summary of every document.



- To search, type a term into the box next to a field name. Click on Search, and you will retrieve all documents that match that term within that field only.
- Use the Word Wheel to look up commonly searched terms for each field in the field search.
- A logical "AND" is applied to the search if terms are entered into more than one field.
- Click on "Updates" to retrieve documents that have been recently added or changed.
- Click on "with full text" to limit your search to summaries that have PDF's associated with them.

Searchable Fields include: *Document Number, Title, Publication Date, Information Group (Document Type), Cross References, Language, Abstract, Index Terms, Publisher, Publisher ID (acronym), Author Author's Affiliation, Larger Publication and Country of Publication.*

Advanced Search - The Advanced Search form allows you to enter more than one term and apply Boolean logic (AND, OR, NOT, XOR) to the search. The entire Digital Library can be searched (default), or you can limit your search to one or more of the data fields listed.

Operator	Criteria	Result
And	Field 1 = cars Field 2 = airplanes	Finds documents with both 'cars' and 'airplanes'.
Or	Field 1 = brakes Field 2 = pads	Finds documents with either 'brakes' or 'pads'.
Not	Field 3 = crash	Finds documents that don't contain 'crash'.
Exclusive or	Field 1 = diesel Field 3 = turbo	Finds documents with either 'diesel' or 'turbo', but not both.

Enter one term per line (no Boolean operators); two words together will be treated as a phrase (no quotes needed).

- Enter terms on Lines 1 and 2, and click AND, to match documents containing both terms.
- Enter terms on Lines 1 and 2, and click OR, to match documents containing one or the other, or both terms.
- Enter terms on Lines 1 and 3, and click XOR, to match documents containing one or the other, but not both terms.
- Enter terms on Lines 1 and 3, and click NOT, to match documents containing the first term but not the other.
- Enter terms on Lines 1, 2, and 3, to combine an AND/OR operation with a NOT/XOR.

After you type in the terms, and check the field box(es) if desired, click the **Search** button to perform the search. The **Clear** button will erase your entries without performing the search.

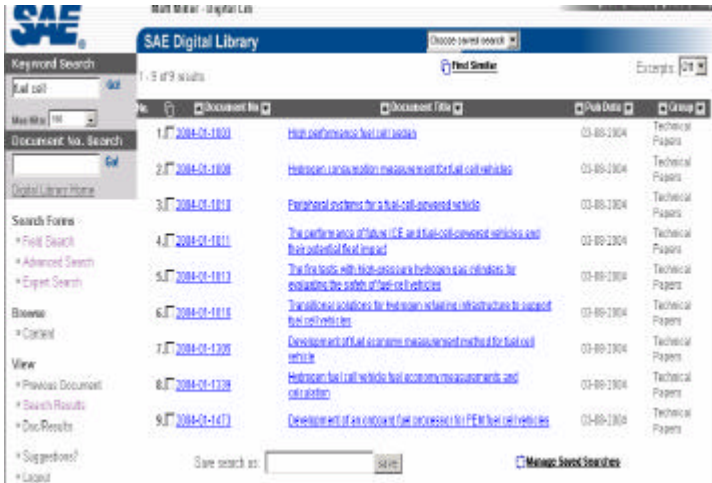
Expert Search - The Field Search and the Advanced Search forms will most likely provide you with all of the searching capabilities to meet your needs. For experienced researchers, however, the Expert Search form provides the most sophisticated and detailed searching method available. It allows for the narrowest criteria to fine-tune your search results.

- Expert Search is essentially a combination of the Field and Advanced search capabilities in that it allows you to apply Boolean logic to more than one field at once. There is also no limit to the length of your query.
- The Expert Search form uses program syntax. Click on the field name in the list on the left side of the form. The syntax will appear at right.
- Enter your search term after the colon, but before the closing bracket.
- After the bracket, type in the Boolean operator you want to use.
- Then click on the field name again and enter the second term within that syntax.

Continue for as many fields as you need, then click the Search button to perform the search. The Clear button will erase your entries without performing the search. A list of Boolean Operators is provided on the Expert Search Page.

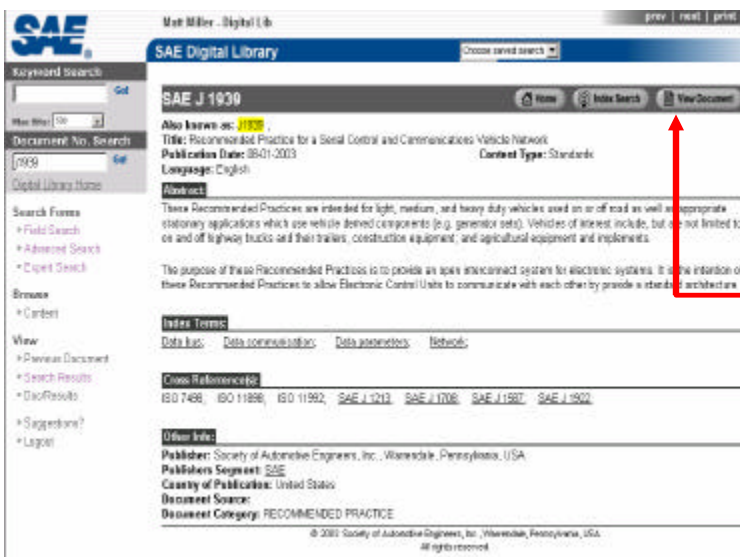
Search Results - If a search yields results, a hit list will appear in the main window of the screen.

Hit List - After you perform a search, the hit list of all documents matching your search criteria will appear in the main portion of your screen. The list gives you the total number of hits and displays 20 documents at a time.



- The information provided for each document includes: *Document Number, Publication Date, Document Title (with an option to show a short summary), and Information Group.*
- You can sort the list by any of the column headings by clicking on the arrows next to each column title.
- Clicking on a document number or title in the hit list brings up that document's summary. The document summary will be presented on the screen at the point where a search term was found. Matching search terms in the document summary are highlighted.
- The current search can be saved by using the "save search" option at the bottom of the hit list.

Document Summary - After a search, you can bring up the summary of a particular document by clicking on the document number in the hit list. The document will be presented on the screen at the point where a search term was found. Matching search terms in the document are highlighted.



- At the top of each summary is listed the Document Number, followed by its Title, Publication Date, and Information Group (Document Type).
- Other components in the Document Summary: *Abstract in English, Index Terms, Cross-Referenced Documents, Author(s), and more.* If the Document Summary has a full-text PDF associated with it, the user can view that PDF by clicking on the "View Document" link located in the upper right hand corner of the Document Summary. If this icon is not present, the Document Summary does not have an accessible PDF.
- Matching search terms are highlighted in yellow.

Links (underlined terms) are provided within the document summary in fields such as Author Name or Affiliation, Index Terms, and Meeting Name. Clicking on one of those links will bring up a hit list of all the documents within the Digital Library with the same information in that field.