Basic Database Structure

HeinOnline libraries are also referred to as "databases." Each library/database contains titles. Each title may have one or more volumes. Within a volume, there may be sections, and each section has its own metadata.

Sections and Metadata

When applicable, volumes are broken down into sections based on their content. Each HeinOnline library will contain different section types based on the content within that library. For instance, the Law Journal Library contains the following section types:

- Articles
- Comments
- Notes
- Reviews
- Legislation
- Cases
- Decisions
- Contents
- Editorials
- Miscellaneous

Metadata is information or data about a section within a library. Metadata is organized into fields, and metadata fields are determined by the content of the volumes in a library. Sections are indexed based on available metadata for the particular section; some sections may not have all of the available metadata in a library.

Example:
The Law Journal Library contains the following metadata fields:
- Author/creator
- Date
- Description
- Text
- Title

The Table of Contents sections of this library do not contain creator/author fields, but they do contain text fields. Conducting a search for Hans Kelsen in the creator/author metadata field in the table of contents section will render zero results; but since the Table of Contents section contains text fields, entering the same search using the text field will bring results.
Example Library Structure

Below is the structure of data available in the *Law Journal Library*. In this library, there are:

- Titles
- Volumes
- Section types
- Metadata fields

![Diagram of Library Structure]

How do Sections/Metadata Translate Into Search Options?

In any HeinOnline library, use the Advanced Search link located beneath the main search bar to open advanced searching options, including search fields, section type selectors, and subject and title pickers. Search fields correspond with the metadata available in each library. The Law Journal Library is used below as an example.

![Advanced Search Interface]

- Search across these metadata fields
- Select one or more topics or titles to search within
- Specify a date range
- Narrow your search to include only specific section types
The Electronic Table of Contents in a Volume Identifies Metadata Fields That can be Searched for a Given Title

ScholarCheck “cited by” information and citation information is available in the electronic table of contents.

The section currently being viewed is highlighted in gold. Section information includes metadata fields such as article title and author/creator. Use the corresponding search fields in the Advanced Search tool to search for items by title, or by a particular author.

Italics type denotes a section’s description. Description is a metadata field available in the drop-down options of the Advanced Search tool. For this example, enter the word Note in the description field to retrieve only those search results with Note in the description field.

The information directly preceding the italicized type is the section “title” and title is also an available metadata field. Depending upon the library, this will appear as “article title” or “section title.”

NOTE: Not every section has a title, description, and author/creator. Some sections may only have a description, and others may have a title, but not a description. For example, Harvard Law Review issues often have sections dedicated to Book Reviews. These sections have been given a description of “Book Review.” Search for only book reviews in the Harvard Law Review by selecting Harvard Law Review using the title selector and typing “Book Review” in a Description field.
One-Box Search

From anywhere in HeinOnline, enter any query into the intuitive one-box search. A series of options will appear in a drop-down allowing you to specify your search intent.

Just search for: Search the full text of documents for your keyword(s). Users can also use this option to enter custom HeinOnline syntax—i.e. author: (Fitzgerald)—if desired.

Citation: Allows users to search for a document or case citation.

Catalog: Search across the entire HeinOnline catalog record.

Author: Allows users to search for a section author name.

Title: Allows users to search section titles across HeinOnline documents.

Advanced Search Options

From the HeinOnline homepage, the Advanced Search page provides 3 options:

Search HeinOnline: Search the full text and metadata of all subscribed HeinOnline databases.

Search the Catalog: Search across all available HeinOnline content, including MARC 21 records, using this option. The catalog searches at the publication or title level and matching results will display subscribed and non-subscribed databases.

Citation Navigator: Easily pull up a document or case citation. With HeinOnline’s integration with Fastcase, users can also use the Fastcase tool to lookup a specific case.
Search Syntax and Boolean Operators

Phrase Searching
When searching for phrases, use quotation marks around the phrase. This applies to any type of search, including searches performed from the welcome page, within a specific database, using the main search bar, or the advanced search tool.

Example:
Searching for the phrase “right to privacy” in the Federal Register Library will produce a few hundred results. Searching without quotation marks is actually searching for all three terms, right AND to AND privacy, and this search will produce more than 20,000 results.

Boolean Operators
Boolean operators allow searching across multiple metadata fields simultaneously. They also enable users to search for multiple terms and phrases. Boolean operators include AND, OR and NOT.

Examples:
In the Law Journal Library, search for title: “police power” AND “takings clause”. This will search for articles with the phrase “police power” in the title, and the phrase “takings clause” in the full text or metadata.

From the main search bar, search across all databases for (“takings clause” OR regulation) AND “police power”. Parentheses group search clauses together, so this search will look for all documents containing either the phrase “takings clause” or the word regulation; also, all results must include the phrase “police power”.

A search in the Federal Register library for: conservation NOT “natural resources” NOT committee* will search for documents containing the word conservation, and will eliminate results that contain the phrase “natural resources” or any variation of the word committee (such as committees).

Defining Metadata Fields
In addition to utilizing the drop-down fields available in the Advanced Search tool, the main search bar can be used to perform field-specific searches. Define the field in which you’d like to search followed by a colon and your search term. If a field is not defined, the default field will always be text.

Example:
Search across all databases from the Welcome page for title:environment AND water. This will search all documents with the word environment in the title and water in the full text.

Grouping Terms using Parentheses
To control Boolean logic for a search query, use parentheses to group clauses to form sub-queries.

Example:
(“consumer products” OR “safety standards”) AND “water heaters” will return results for documents that contain either “consumer products” or “safety standards”, and also the phrase “water heaters”.
Proximity Searching
Proximity searching allows you to find terms that appear within a certain number of words of each other. The proximity indicator is the tilde symbol (~). To perform a proximity search, input all search terms in quotation marks, followed by a tilde and the numerical value which represents the proximity in which you wish to search.

Example
“consumer product safety standards”~25 will search across the full text for these four terms within 25 words of one another. Proximity searching can also be used within specific fields in the advanced search tool, or by indicating the fields in the main search bar.

NOTE: The current search syntax does not support the use of phrase searching or wildcard operators in conjunction with proximity searching.

Wildcard Searching
Single character wildcard searches can be performing using the ? symbol. Multiple-character wildcard searches can be performed using the * symbol.

Example
The term heat? will search for terms that match the single character placed; results will include terms such as heated and heater. The term test will search for test, text, and more; heat* will search for terms that match zero or more characters. Results will include terms such as heat, heating, heated, etc.

Boosting
Boosting a term or phrase allows you to manipulate the relevancy ranking of your results list. The symbol used for boosting is the caret (^). The higher the boost factor, the more relevant that term or phrase will be.

Example
Find articles that discuss consumer products, safety standards, and water heaters, with water heaters being the most important phrase: “consumer products” AND “safety standards” AND “water heaters”^5.

HeinOnline LibGuides are Now Available
This is an ongoing project in HeinOnline, with the goal of adding four guides a month until a LibGuide exists for each database. Each guide will feature database-specific content, search tips, tools, features, training materials, and more.

1. View all LibGuides or sort by subject
2. View a full A-Z listing of databases available
3. Easily search the HeinOnline knowledge base
4. View the latest HeinOnline blog postings
General Tips and Topical Search Hints

To begin a topical search, start with more general terms and refine results using the facets on the left side of the screen. Proximity searches work well to search for a general topic. Search across the full text and metadata for: "women's international rights"~25. This will return results for documents containing these three terms within 25 words of one another.

1. Use the facets on the left side of the screen to refine search results based on date, database/library, section type, and more.
2. Sort your results by date, number of titles cited by articles, number of times accessed in a rolling 12-month period, or most cited author. Modify your search, search within results, or turn off infinite scroll.
3. View hyperlinked articles or cases that have cited articles within your results page.

Look for the ScholarCheck icon throughout the database to view journal articles and cases that have a heavy influence on the subject you are researching.

Our HeinOnline Knowledge Base page is fully searchable and user friendly. It is integrated with our HeinOnline Blog to give you access to frequently asked questions, help guides, training videos, and more.

Visit http://help.heinonline.org to explore.

For help searching and navigating in the database, contact holsupport@wshein.com, Live Chat with us, or call (800) 277-6995.