

Finding articles in *Special Events Galore*

Instructions updated June 25, 2019 by Jasmine Cieszynski

Connecting

1. From the Library homepage, <https://library.olivet.edu/index.php> choose the “Subject Guides” tab
2. Click on the “All Subject Guides” button
3. Click on the “Communication” link
4. Open the class page, “COMM325: Event Planning,” <https://library.olivet.edu/subject-guides/communication/comm325/index.php>
5. At the top of the page, under the “Article Reviews” header, click on *Special Events Galore*, to access full text content from 2001-2015.

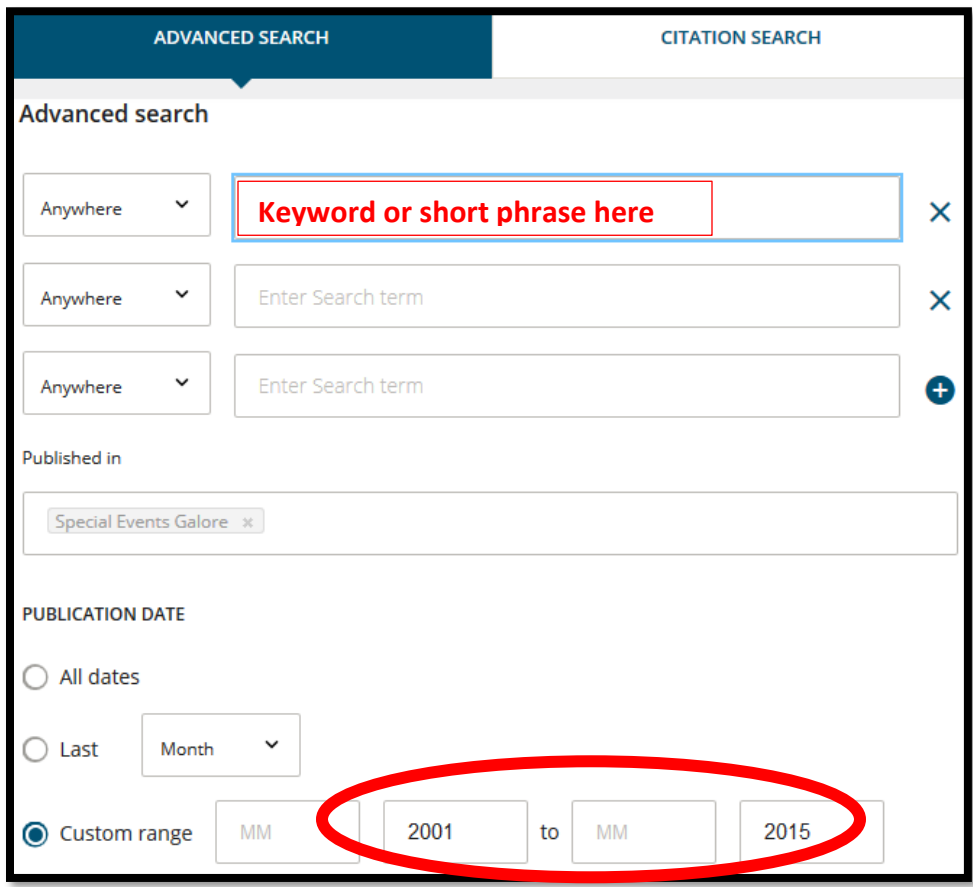
Searching

The screenshot shows the Wiley Online Library interface for the journal *Special Events Galore*. At the top, there is a navigation bar with the Wiley Online Library logo, Benner Library logo, and access information for Olivet Nazarene University. A search box is located in the top right corner, circled in red. Below the navigation bar, there is a banner for the journal with the title "Special Events GALORE!" and a description: "MONTHLY IDEAS FOR THOSE WHO PLAN, ORGANIZE AND MANAGE EVENTS OF ALL KINDS". The latest issue is listed as Volume 18, Issue 11, November 2018. Below the banner, there is a navigation menu with links for HOME, ABOUT, and BROWSE. The main content area is titled "Articles" and features two tabs: "Most Recent" and "Most Cited". Two articles are listed: "Multiple Opportunities Exist For Golf Event Sponsorships" and "Recognize the Power and Potential of Special Events". On the right side, there are several action buttons: "Browse free sample issue", "Get content alerts", "Recommend to a librarian", and "Subscribe to this journal". Below these buttons, there is a section titled "More from this journal" with links to the Official Website, Receive Your Own Email Copy, The Jossey-Bass Nonprofit Newsletter Series, and How to Register for New Content Alerts.

1. Use the search box in the upper right corner of the journal home page to search for a keyword that describes your topic. As soon as you click in the search box, the following options pop up.

The screenshot shows the search dropdown menu on the Wiley Online Library journal homepage. The search box is circled in red, and the dropdown menu shows options for "Advanced Search" and "Citation Search".

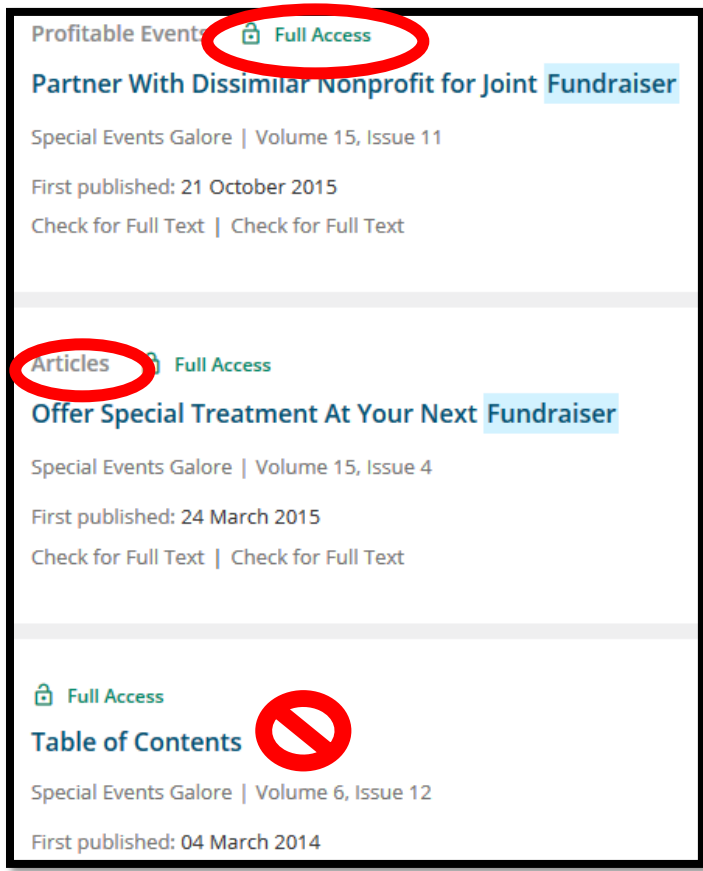
2. In the pop-up, choose “Advanced Search” in order to get to the screen below:



3. **Revise your search dates to match our full text coverage.** Then, add appropriate keywords. If your first choice doesn't yield the results you desire, try several different search words. For example, if I'm interested in articles which describe fundraising events, I could search for:

- fundraiser
- fundraising
- donors

4. Notice the details in the results list. **Click on an article**, NOT on a Table of Contents (since they do NOT link you to the individual articles).



5. Click on the title to access.