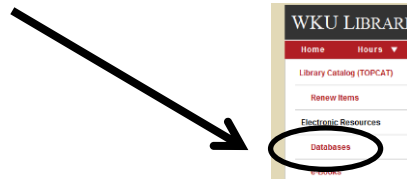


Accessing WKU's Dissertations and Theses Full Text (ProQuest)

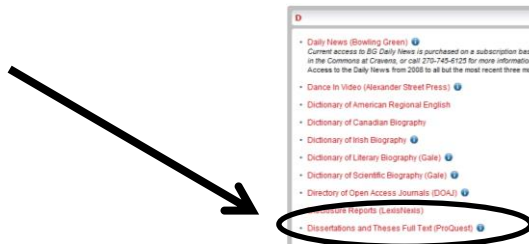
1. Go to the WKU Libraries Home Page at www.wku.edu/library
2. Click on Databases at the left.



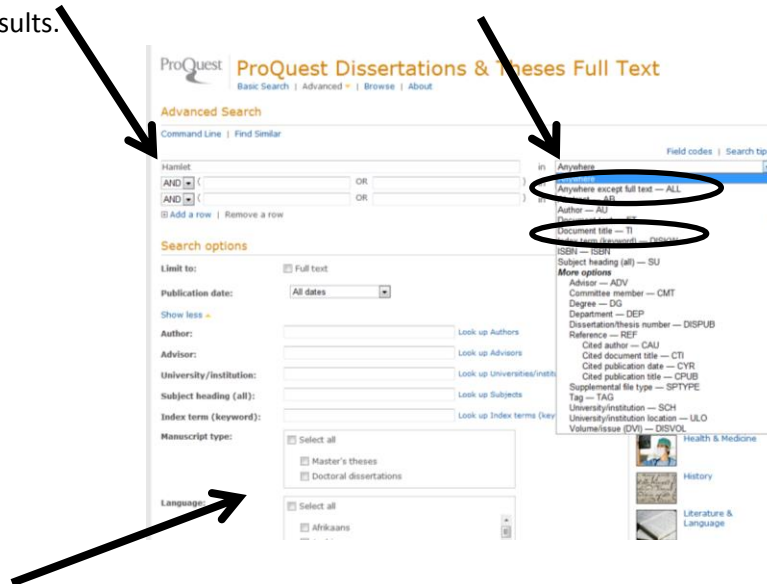
3. Click on the tab for D.



4. Click on Dissertations and Theses Full Text (ProQuest) from the list of D databases.



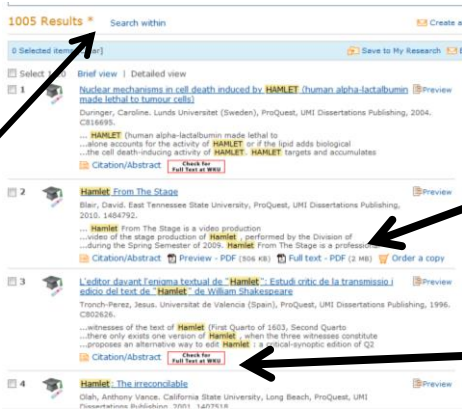
5. Type in the topic you are searching in the search box. Then click on Search. *Note that the default search is for your term ANYWHERE in the dissertation.* Suggest that you narrow your results by selecting you term in the **Anywhere Except Full Text** or **Document Title**, for better search results.



You can limit your search to Master's Theses, or Doctoral Dissertations only, and can even limit by language, if you choose.

Your results display will let you know if the dissertation is available Full Text for you to pull up and read on your computer (or print off), or if it will need to be ordered from InterLibrary Loan.

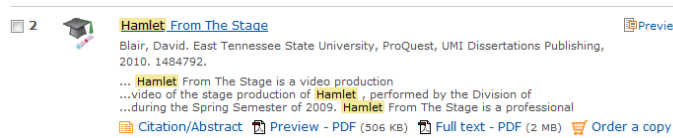
(Important Note: Dissertations prior to 1997 are unlikely to be available Full Text. Those dissertations will need to be ordered from ILL, or purchased.)



The screenshot shows a search results page with 1005 results. Annotations include:

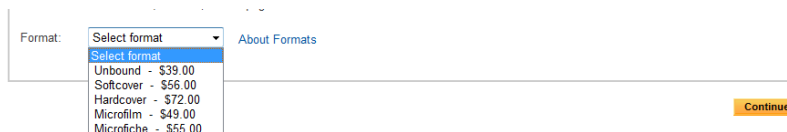
- An arrow pointing to the "Search within" field.
- An arrow pointing to the "Full text - PDF" link for the first result, with a callout box: "Click on Full Text- PDF To open and print or Read whole dissertation".
- An arrow pointing to the "Citation/Abstract" link for the second result, with a callout box: "Results listing just Citation/Abstract will have to be ordered from ILL".

You can even search within the results if necessary to narrow your search further. Just click on **Search Within**.



The screenshot shows a single record for "Hamlet From The Stage" by Blair, David. It includes options for "Citation/Abstract", "Preview - PDF (506 KB)", "Full text - PDF (2 MB)", and "Order a copy".

To order a copy of a dissertation, click on the **Order a Copy** link from the Abstract page, or from the result list. Select the format you prefer to receive and then click on **Continue**. Fill in the blanks on the checkout page as appropriate to order the dissertation.



The screenshot shows a dropdown menu for selecting a format. The options are:

- Unbound - \$39.00
- Softcover - \$56.00
- Hardcover - \$72.00
- Microfilm - \$49.00
- Microfiche - \$55.00

A "Continue" button is visible to the right of the dropdown.

To Order From ILL:

Open another page and go to the Libraries Home Page at www.wku.edu/Library. Click on the link for **InterLibrary Loan** from the list at the left. *First time users* who are taking classes at the main campus must sign up, and to do so click on the **Information and Sign Up Page**. Once an account is created it is easy to order materials from ILL by filling out the ILLiad Online Form. The student/Staff/Faculty member will be responsible for picking up their ILL Requests from the ILL office in Helm 107.

Order from Extended Campus Library Services

Off Campus, Doctoral Students, and Internet students can Phone, E-mail, or Fax their request for ILL materials (including dissertations which are NOT available FullText) to the Extended Campus Library Services office who will order and mail the materials out to the off campus student.

Please Note: Extended Campus Library Services will **NOT** print off dissertations for you which are available for you to electronically access FullText from ProQuest's Dissertations and Theses. The service exists to provide you with materials you could not access in another way.

Also REQUIRED: Student's Name, Address, Phone Number, Student ID Number.

E-mail: extcamp.library@wku.edu Fax: 270 745-6413 Phone: 1-800 922-9585