how to use the thesaurus on business source premier to expand your search

1. At the top of the page, click on “Thesaurus.”

2. In the box that says “Browsing: Business Thesaurus,” type in a search term, such as human resources:

   **Browsing: Business Thesaurus**

   human resources

   (Term Begins With) (Term Contains) (Relevancy Ranked)

   3. Click on “Browse.”

   The results will suggest related subject terms for you to use:

   (Click term to display details.)

   | HUMAN resources | Use HUMAN capital; PERSONNEL departments |
   | HUMAN resources departments | Use PERSONNEL departments |
   | HUMAN resources management | Use PERSONNEL management |
   | HUMAN resources personnel | Use PERSONNEL departments – Employees |

4. Click on one of those terms, such as human capital. The results will show you other similar terms, let you click on the term for a definition, or let you add the term to your search either using the box on the left or the box on the right, under “Explode:"

   (Click term to display details.)

   | HUMAN capital |
   | HUMAN capital – Accounting | Use HUMAN resource accounting |
   | HUMAN capital – Mathematical models |
   | HUMAN capital flight | Use BRAIN drain |
   | HUMAN capital management | Use TALENT management |

5. First, try clicking on the term “Human capital” to see the definition.

   This page defines the word, shows you narrower terms and related terms:
6a. If this looks like the term you want to include in your search, you have several options. You can click on the box to the left of the term and then click “Add:”

Select term, then add to search using: OR ▼ Add

HUMAN capital

This will add the term to your search box on the top of the page:

![Search screen showing selections for Business Source Premier]

6b. If you want to use one of the other terms they suggest, instead you can click on one or more of the boxes next to those and click “Add.”

6c. If you want to include the term “Human capital” and all of the narrower terms (in this case, Intellectual Capital), then click on the box to the right of “Human capital” under “Explode” and click “Add:”

Select term, then add to search using: OR ▼ Add

This will add both the term “Human capital” and the narrower term “Intellectual Capital” to your search using OR:

![Search screen showing selections for Business Source Premier]

Your search results will now include items with either the term “Human capital” or the term “Intellectual Capital.”

7. If you want, you can also add the term personnel management and its narrower terms as additional synonyms. At this point, you can do your search. You can also add your company in the next search box to limit the search further: