

## Tips for Selecting Keywords

This worksheet will help you think of words to search. You do not need to fill in all of the boxes—sometimes there aren't any broader or narrower words.

1. In the box labeled “**MAIN TOPIC**,” write down one or more concepts that you are looking for information about. In this example, I am looking for information about jazz in Montreal in the 1940s.
2. In the boxes labeled “**Narrower words**,” list related words and concepts that are more specific than each of your main topics. In my example, I have listed a particular section of Montreal, a specific street, a famous jazz club, and a specific jazz musician.
3. In the boxes labeled “**Broader words**,” list related words and concepts that are more specific than each of your main topics.

	Concept 1	Concept 2	Concept 3
 Narrower words	<ul style="list-style-type: none"> <li>• St. Henri</li> <li>• St. Laurent Street</li> <li>• Terminal Club</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Oscar Peterson</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
MAIN TOPICS	Montreal	Jazz	1940s
 Broader words	<ul style="list-style-type: none"> <li>• Quebec</li> <li>• Canada</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Music</li> <li>• Culture</li> <li>• Nightlife</li> <li>• Black Canadians</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Twentieth century</li> <li>• World War II</li> <li>•</li> </ul>

4. Now it's time to **mix and match**. When you are searching for information (for example, in the library catalogue, online, or in an encyclopedia), try different combinations of words from all of the boxes to find information related to your topic. Remember, sometimes you have to go broader than your topic, and sometimes you need to find information about just a specific aspect of it.

For example, I might search for:

- Jazz AND World War
- Oscar Peterson
- Montreal AND Music

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	Concept 1	Concept 2	Concept 3
 Narrower terms	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> <li>•</li> </ul>
<b>MAIN TERMS</b>			
 Broader terms	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> <li>•</li> </ul>

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