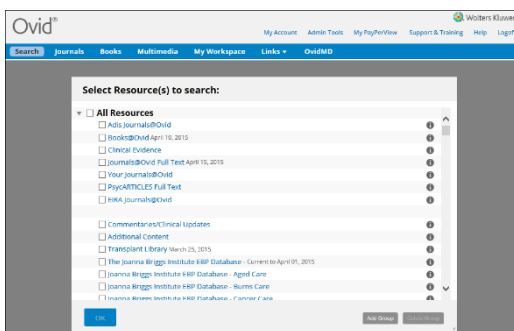


Opening an Ovid Session

- Open the Ovid URL with a browser or
- Follow a link on a web page or
- Use Athens or Shibboleth access

Select Resources to Search

- Select one resource by clicking on its name or
- Select several (or a Group) by clicking the checkboxes and OK button
- To select different resources after starting your search, choose **Change**, then in **Selected Resource(s) to Search**, choose one or more resources and click on **Run Search**



Main Search Page

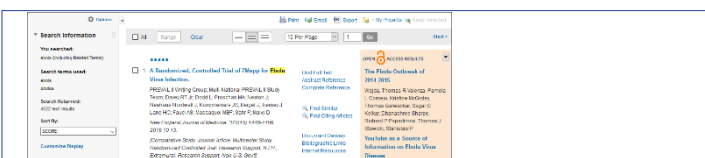
- Choose **Search** on the **Main Navigation Bar** then select a search mode
- Select **Multimedia** tab to browse or quickly search multimedia assets




Basic Search

- Enter a complete topic or question, and click **Search**
- Select **Include Related Terms** to broaden your search
- Select **Include Multimedia** to include multimedia within your search results.
- **Filter By Relevancy** to select 5 star results
- Select **Add to Search History**
- Add **Limits** or **Filter By** criteria as desired

Note: Change **Sort By** from **SCORE** (sorted by relevance) to **Year of Publication** (descending) to see the most recent results.



OvidOpenAccess

- Search Open Access and subscribed content together
- Select **View all Open Access results** to view separately from subscribed content
- Select  to close/open the OvidOpenAccess widget
- Open Access results are only available when using **Basic Search**

Enter keyword or phrase (" " or \$ for truncation)	<input checked="" type="radio"/> Keyword <input type="radio"/> Author <input type="radio"/> Title <input type="radio"/> Journal	<input type="text" value="diabetic neuropathy"/> <input type="button" value="Search"/>
<input checked="" type="checkbox"/> Limits (Expand) <input checked="" type="checkbox"/> Include Multimedia <input checked="" type="checkbox"/> Include Related Terms		
To search Open Access content on Ovid, go to Basic Search		

Advanced Search

- Enter each individual subject word/phrase and click **Search**. Mapping will suggest terms from the database vocabulary (when available)
- Use **Keyword** (.mp.) containing Title, Abstract, Subject Headings (or Full Text) and other fields for a general subject search
- Searching **Author**, **Title** (of article), **Journal Name** or **Book Name** is also possible
- Use the checkboxes to combine the required subjects with the **AND** or **OR** operator buttons, or enter the operator **NOT**
- Multimedia results are available when using **Basic Search** or performing a keyword or field search in **Advanced Search**

Search History (2)						View Saved
<input checked="" type="checkbox"/>	#	Searches	Results	Type	Actions	Annotations
<input checked="" type="checkbox"/>	1	mortality/	37234	Advanced	Display Results More ▾	<input type="checkbox"/>
<input checked="" type="checkbox"/>	2	tasctitis, necrotizing/	2426	Advanced	Display Results More ▾	<input type="checkbox"/>
<input type="button" value="Save"/> <input type="button" value="Remove"/> Combine with: <input type="button" value="AND"/> <input type="button" value="OR"/>						
<input type="button" value="Save All"/> <input type="button" value="Edit"/> <input type="button" value="Create RSS"/> <input type="button" value="View Saved"/>						

Multi-Field Search

- Enter multiple terms and search in all or specific fields
- Combine using the **AND**, **OR** or **NOT** operators
- Use truncation or wildcard symbols to search singular or plural forms or spelling variations
- Click + **Add New Row** to add additional search boxes

<input type="button" value="OR"/>	<input type="text" value="anorexi?"/>	<input type="text" value="All Fields"/>
<input type="button" value="AND"/>	<input type="text" value="bulemi*"/>	<input type="text" value="All Fields"/>
<input type="button" value="NOT"/>	<input type="text" value="drug treat* or drug therap*"/>	<input type="text" value="All Fields"/>
<input type="button" value="NOT"/>	<input type="text" value="fluoxetine"/>	<input type="text" value="All Fields"/>

Operators

Four operators are available to combine terms:

- **OR** gathers together lists of terms, e.g. Australia or New Zealand; 2 or 3
- **AND** finds where terms occur together, e.g. rock and roll; 1 and adult.sh.; 4 and 5
- **NOT** removes a term, e.g. spiders not insects; 1 not 2
- **adjX** locates terms which are within X words of each other in either direction, in a sentence or in a paragraph

Note: *adjX does not cross paragraphs. Phrase searches search words in the order entered (except for stopwords/reserved words).*

Truncation and Wildcards

Truncation or wildcard symbols find variations in spelling in **Advanced Search** or **Multi-Field Search** modes:

- Use * or \$ or : at the end of a word, or part of a word, to retrieve unlimited suffix variations e.g. computer* for computer, computers, etc. Add a number to restrict to a certain number of characters e.g. computer*7
- Use # inside or at the end of a word to replace exactly one character e.g. wom#n
- Use ? inside or at the end of a word to replace zero or one character e.g. robot? or flavo?r

Note: *Operators, Truncation, and Wildcard symbols are not valid in BasicSearch mode*

Limits

Limits restrict search results to selected criteria. Limits are specific to the database(s) selected. Commonly used limits are available from the **Main Search Page**. All limits are made available by clicking the **Additional Limits** button.

Basic Search | Find Citation | Search Tools | Search Fields | Advanced Search | Multi-Field Search

1 Resource selected | [Hide](#) | [Change](#)
 Ovid MEDLINE(R) - 1946 to April Week 1 2009

☒ Limits (none) ☐ Include Multimedia ☒ Include Related Terms

☐ Abstracts
☐ Evidence Based Medicine Reviews
☐ Review Articles
☐ Topic Reviews (Cochrane)
☐ Pharmacologic Actions

☐ Structured Abstracts
☐ Article Reviews (ACP Journal Club)
☐ Article Reviews (DARE)
☐ Core Clinical Journals (AJW)

☐ English Language
☐ Full Text
☐ Humans
☐ Latest Update

Publication Year: -

Clinical Queries
☐ Reviews (maximizes sensitivity)
☐ Reviews (maximizes specificity)
☐ Reviews (best balance of sensitivity and specificity)
☐ Therapy (maximizes sensitivity)
☐ Therapy (maximizes specificity)

New Results
☐ Five Stars
☐ Four Stars
☐ Three Stars
☐ Two Stars
☐ One Star

L i m i t s

☐ Abstracts
☐ Evidence Based Medicine Reviews
☐ Female
☐ Full Text
☐ Humans
☐ Latest Update

☐ English Language
☐ Male
☐ Ovid Full Text Available
☐ Review Articles
☐ Topic Reviews (Cochrane)

☐ All EBWR Article Reviews
☐ Animals
☐ Article Reviews (ACP Journal Club)
☐ Article Reviews (DARE)
☐ Core Clinical Journals (AJW)

Publication Year: -

To select or remove multiple items from a list below, hold down the Shift, Ctrl, or "Apple" key while selecting.

Age Groups
☐ All Infant (birth to 23 months)
☐ All Child (0 to 18 years)
☐ All Adult (19 plus years)
☐ Newborn Infant (birth to 1 month)
☐ Infant (1 to 23 months)

Journal Subsets
☐ AIDS/HIV Journals
☐ Core Clinical Journals (AJW)
☐ Bioethics Journals
☐ Biotechnology Journals
☐ Communication Disorders Journals

Find Citation (when available)

FindCitation searches any combination of title, journal, author, volume, issue, page, publication year, publisher, unique identifier, (accession number) or DOI.

Note: *Author searches are automatically truncated with *.*

Basic Search | Find Citation | Search Tools | Search Fields | Advanced Search | Multi-Field Search

1 Resource selected | Hide | Change

1 Ovid MEDLINE(R) 1946 to April Week 1 2015

Article Title

Journal Name

Author Surname

Publication Year Volume Issue Article First Page

Publisher

Unique Identifier

DOI

☒ Truncate Name (adds ***)

☒ Truncate Name (adds ***)

Search Tools (when available)

Searches the database vocabulary. Enter a subject word or phrase, select a dropdown tool and click **Search**. Tools vary by database. Examples include:

- **MapTerm**: suggests subject terms within the database tree or thesaurus
- **Tree or Thesaurus**: locates a subject within the database tree or thesaurus structure
- **Permuted Index**: allows you to enter a single term and view an index of multi-word terms that include the word as well as associated “see” and “see related” terms

Other search tools offer insights into subheadings, subjects, subject classifications or publications, depending on the database(s) selected.

Basic Search | Find Citation | Search Tools | Search Fields | Advanced Search | Multi-Field Search

1 Resource selected | Hide | Change

1 Ovid MEDLINE(R) ALL 1946 to March 12, 2018

Map Term

Map Term

Tree

Permuted Index

Scope Note

Explode

Subheadings

☐ All

☐ 1. Evaluation of Medical Countermeasures Against Ebolaviruses in Nonhu

Search Fields

Searches (or browses) within resource fields. Enter a word or phrase, select one or more fields, and choose to **Search** or **Display Indexes >** (browse) entries (when available). **Clear Selected** cancels choices. When displaying the indexes, a two-letter field label appears next to each term. Select all relevant entries and click **Search for Selected Terms**.

Basic Search | Find Citation | Search Tools | Search Fields | Advanced Search | Multi-Field Search

1 Resource selected | Hide | Change

1 Ovid MEDLINE(R) 1946 to April Week 1 2015

My Fields All Fields Clear Selected

☒ af All Fields

☐ ab: Abstract

☐ ai: Abstract Label

☐ ax: Author Last Name

☐ ai: Author NameID

☐ au: Authors

Search History

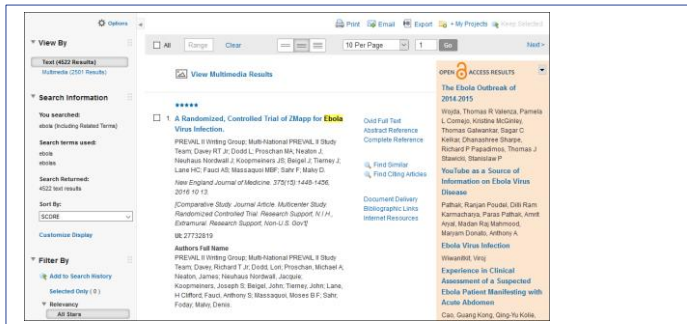
Searches, results, and search types are listed in the **Search History** window. Combine search statements by clicking checkboxes and selecting the operators **AND** or **OR** in **Advanced Search** mode, or by entering the search statement numbers and operator in the search box (e.g. 1 not 2). Delete searches using the checkboxes and **Remove Selected** button. Refine results or add to your search by using **Results Tools** on the left of the search results display.

Search History (1)					
<input type="checkbox"/>	#	Searches	Results	Type	Actions
<input type="checkbox"/>	1	hypertension (No Related Terms)	13212	Basic	Display Results More
<input type="button" value="Save"/> <input type="button" value="Remove"/> Combine with: <input type="button" value="AND"/> <input type="button" value="OR"/>					
<input type="button" value="Save All"/> <input type="button" value="Edit"/> <input type="button" value="Create RSS"/> <input type="button" value="View Saved"/>					

Search Results

To view the results from the most recent search, scroll down the page or select **Display** to view any search result.

- Results appear in a **Citation** display, including Author, Title and Source information
- The **View** menu changes display to **Title** or **Abstract**
- If the citation includes an abstract, a **View Abstract** link is offered to view the abstract inline
- Books@Ovid results include a book passage
- Journals@Ovid results include **PDF** (when available)



To view only multimedia search results, select **See multimedia results** or click **Multimedia** in the **View By** section of the **ResultsTools** pane

- Utilize **ResultsTools** on the left, to apply filter options including relevance, subject, duration, media type, etc.
- To the right of each title, **Abstract Reference**, **Complete Reference**, **Ovid FullText** (or **FullText**) links may be available
- Links to **Document Delivery**, **External Link Resolvers**, and **Library Catalogs** may be added by the administrator
- To find related records, select the **Find Similar** or **Find Citing Articles** links (when available)

Print, Email, Export, and My Projects

Output choices are at the top and bottom of each results display: **Print**, **Email**, **Export**, or **Add to My Projects**. Select results then an output icon. Select individual citations using the checkboxes, or **Select All** at the top or bottom of the display.



Print:

- **Select Fields to Display:** Choose preset fields lists or select a custom list
- **Select Citation Style:** Use **Ovid Labeled Citation** for print, email, or export to reference management software or choose another style (APA, MLA, Chicago etc.)
- **Include:** Choose **Search History** to include the search strategy, **Annotations** to include notes, **URLs to Ovid full text** to link into Ovid results or full text

Email:

- Insert **From** and **To** addresses, separating multiple addresses with a comma; add **Subject** title and **Message** (if required)

Export:

- Use **Microsoft Word** format for word processing
- Use **PDF** as a document exchange format
- Use **.txt** for text file output
- Use **ExcelSheet** for xlsx format output
- Use **Citavi/EndNote®/ProCite®/Reference Manager®** for local reference management
- Use **RefWorks** for online reference management
- Use **RIS** format for Reference Manager and EndNote Web
- Use **BRSTagged**, **Reprint/Medlars** for older RM formats
- **Delimited** or **XML** are database import formats

Add materials to **My Projects** by dragging them into the **My Projects** area in **ResultsTools**, or by clicking the **Add to My Projects** button (and following prompts).

My Projects is a structured storage area containing projects and folders where you may store text, results, citations, full text, video, graphics etc. **My Projects** offers the same output options as results (**Print**, **Email**, **Export**) and the option to **Remove** (delete) saved items.

Further Information: Consult the **Database Field Guide** (follow **Selected Resources** link) for more information about resources. **Help** about the software is available on most pages, opening to information about the most recent page, and allowing chapter browsing on the left.

Links to training resources and language options are available at the bottom of each page.

For more information about Ovid products see <http://www.ovid.com>; for training materials and documentation see <http://resourcecenter.ovid.com>