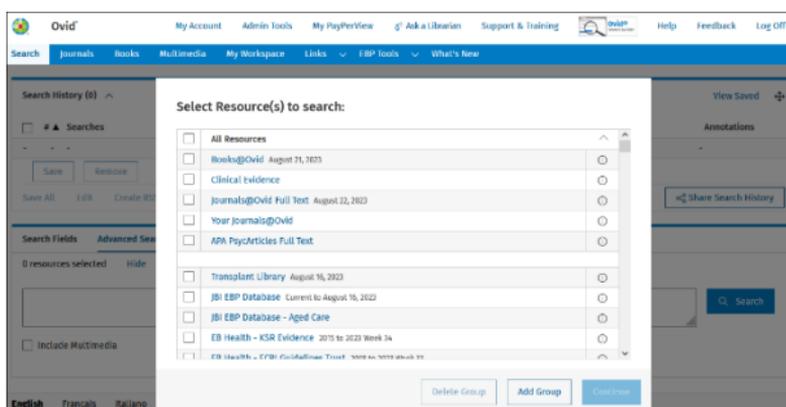


Opening an Ovid Session

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

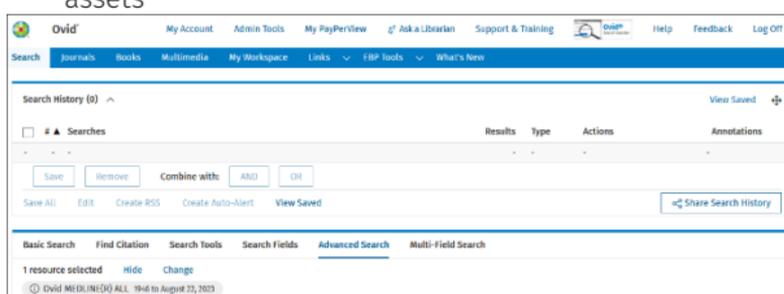
Select Resources to Search

- 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 the Journals or Books tabs to browse A-Z
- Select the 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.

Advanced Search

- Enter each individual subject word/phrase and click **Search**. Mapping (or TermFinder) 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**



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

Field	Term	Operator
All Fields	anorexi?	OR
All Fields	bulimi?	AND Remove
All Fields	drug treat* or drug therap*	NOT Remove
All Fields	fluoxetine	AND Remove

Operators

Four operators are available to combine terms:

- OR gathers together lists of terms, e.g. Austria or Germany; 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. insects not spiders; 1 not 2
- adjX locates terms which are within X words of each other in either direction, in a sentence, paragraph or search field

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 Basic Search 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 (which opens a new page as in the lower screenshot).

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

1 resource selected Hide Change

Ovid MEDLINE(R) ALL, 1946 to August 22, 2022

Enter topic or question

Include Multimedia Exclude Related Terms

Limits

<input type="checkbox"/> Abstracts	<input type="checkbox"/> Structured Abstracts	<input type="checkbox"/> English Language
<input type="checkbox"/> No Language Specified	<input type="checkbox"/> Evidence Based Medicine Reviews	<input type="checkbox"/> Article Reviews (ACP Journal Club)
<input type="checkbox"/> Full Text	<input type="checkbox"/> Review Articles	<input type="checkbox"/> Article Reviews (DARE)
<input type="checkbox"/> Humans	<input type="checkbox"/> Topic Reviews (Cochrane)	<input type="checkbox"/> Clinically Useful Journals (JMA July 2023)
<input type="checkbox"/> Latest Update	<input type="checkbox"/> Pharmacologic Actions	<input type="checkbox"/> Remove Preprint Records
<input type="checkbox"/> COVID-19		

Publication Year: - - -

LIMITS

<input type="checkbox"/> Abstracts	<input type="checkbox"/> Structured Abstracts	<input type="checkbox"/> English Language
<input type="checkbox"/> No Language Specified	<input type="checkbox"/> All EBM Article Reviews	<input type="checkbox"/> Evidence Based Medicine Reviews
<input type="checkbox"/> Male	<input type="checkbox"/> Animals	<input type="checkbox"/> Female
<input type="checkbox"/> Ovid Full Text Available	<input type="checkbox"/> Article Reviews (ACP Journal Club)	<input type="checkbox"/> Full Text
<input type="checkbox"/> Review Articles	<input type="checkbox"/> Article Reviews (DARE)	<input type="checkbox"/> Humans
<input type="checkbox"/> Topic Reviews (Cochrane)	<input type="checkbox"/> Core Clinical Journals (AIM, Discontinued in 2020)	<input type="checkbox"/> Clinically Useful Journals (JMA July 2023)
<input type="checkbox"/> Latest Update	<input type="checkbox"/> Pharmacologic Actions	<input type="checkbox"/> Remove Preprint Records
<input type="checkbox"/> COVID-19		

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)

Journal Subsets

- ADONIS Journals
- Behavioral Sciences Journals
- Biostatics Journals

Find Citation (when available)

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

Note: *Author and Journal Name are automatically truncated with *.*

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

1 resource selected [Hide](#) [Change](#)

Ovid MEDLINE(R) ALL 1946 to August 22, 2023

Article Title

Journal Name Truncate Name (adds ***)

Author Surname Truncate Name (adds ***)

Publication Year Volume Issue Article First Page

Publisher

Unique Identifier

DOI

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:

- **Map Term:** 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](#)

Ovid MEDLINE(R) ALL 1946 to August 22, 2023

Tool Type

All View:

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](#)

Ovid MEDLINE(R) ALL 1946 to August 22, 2023

My Fields

of All Fields ab Abstract al Abstract Label my Anatomy Supplementary Concept

me Anatomy Supplementary Concept Word id Article Identifier de Author Last Name au Author Name(s)

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.

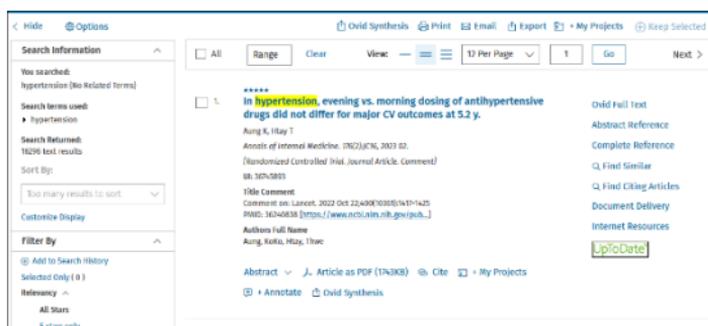
Search History (1)

<input type="checkbox"/>	#	Searches	Results	Type	Actions	Annotations
<input type="checkbox"/>	1	hyperension (No Related Terms)	1626	Basic	<input type="button" value="Display Results"/> <input type="button" value="More >"/>	<input type="button" value="Annotations"/>

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 **View Multimedia Results** or click **Multimedia** in the **View By** section of the **Results Tools** pane
- Use **Results Tools** 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 Full Text** (or **Full Text**) 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 **+ 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

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 Excel Sheet 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 (RM) and EndNote Web
- Use BRS Tagged, Reprint/Medlars for older RM formats
- Delimited or XML are database import formats

My Projects:

This 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. You can add materials to **My Projects** by clicking the **+ My Projects** button (and following prompts).

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

Links to 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 <https://tools.ovid.com/ovidtools/>