

BAPTIST COLLEGE OF HEALTH SCIENCES HEALTH SCIENCES LIBRARY

ONLINE DATABASES

Searchable online databases allow you to search by subject, keyword, author, or title to find references (citations) to relevant documents--journal articles, books, government reports, etc.. These documents may be in our library, in another library, or available online. Increasingly they are available as full-text online.

There are a variety of databases available to the students, staff and faculty of the BCHS, these are listed below. Select the underlined headings for descriptions of each.

EBSCO DATABASES:

The College subscribes to the following Ebsco Databases relevant to its curricula:

CINAHL (Cumulative Index to Nursing and Allied Health Literature)	
Medline	Health Business
Sociological Collection	Health Source: Nursing
Psychology and Behavioral Sciences Collection	Clinical Pharmacology

(Ebsco Search Guide)

GALE DATABASES:

The TENNESSEE ELECTRONIC LIBRARY (TEL) provides as a free state public service the following Gale Databases:

Professional Collection	Health Reference Center Academic
Contemporary Literary Criticism - Select	Health and Wellness Resource Center
Expanded Academic ASAP	InfoTrac OneFile
General Business File ASAP	National Newspaper Index
General Reference Center Gold	Computer Database
	General Business File International

(Gale Search Guides)

NATIONAL LIBRARY OF MEDICINE (NLM) DATABASES:

The NLM provides the following databases as a free national public service:

PubMed Medline Plus Toxnet

(NLM Search Guides)

GENERAL INFORMATION ABOUT DATABASES, AND SEARCHING THEM:

Most bibliographic databases (containing references to literature as opposed to only illustrations, phone numbers, addresses, or..... etc.) are similar, some are just more powerful than other, have more features to allow more exact searching.

Remember a Database, is a collection of records organized in such a way that a computer program can quickly select and retrieve relevant records.

- ◆ Databases can be general--covering many subjects,
- ◆ or subject specific--art, religion, nursing, radiography, biology--
- ◆ or media type--newspapers, government documents, magazines, videos

Most have a controlled vocabulary, or **Thesaurus**, specifying which terms (subjects, descriptors) are used, though most allow the use of whatever word you want to enter (**Key Words, Text Words**).

These records contain fields--such as subject, author, title, etc., that can be searched. But many of them also allow searching on a **Key Word** or **Text Word**--that is any word found in the title, abstract, subject field, or in the full-text of the article.

Your search basically requires you to type words--subjects, keywords, authors' names, etc.--into a box, and select return, go, or search. That action should result in a list of results: citations for documents relating to what you entered!

Also, remember REFERENCES, or CITATIONS:

- ◆ Refer to, or cite, an article or part of a publication, and include: article title, author, journal title, volume, issue, page numbers; or book title, author or editor, and the publishing information (government documents have similar information).
- ◆ Point to some information in some published work, but not to where that material is located physically or necessarily electronically accessible.

Note: Increasingly the document may be available full-text on-line.

What Is Searching:

Database searching is what you do when you enter words or terms into a database search box (text box) to retrieve records, citations and/or full-text, about some topic for which

you need information. All bibliographic searches require the same basic procedures regardless of the format or content of the particular database being searched.

Basic Characteristics of Databases and Searching:

- Text boxes to enter terms and search as subject, keywords, authors, titles, etc.,
- Ways to combine search results with logical operators--And, Or, Not
- Choices to limit, or refine, searches--by years, publication type, language, gender, etc.
- Ways to view results, and to print them out, save to disk, or e-mail the results--we suggest e-mailing them to yourself, so they are safely stored in your mail box, and accessible where ever or whenever you choose!

Tips: The Steps in Formulating a Search

- (1)** Define the question:
E.g., what happens to women's self-image when they must undergo surgery for breast cancer.
- (2)** Analyze the concepts that the question contains, include synonyms, similar terms:
E.g., cancer or neoplasms, breast, surgery (as therapy), self-image, self-concept, body image, psychology of patient (may include depression, anxiety, etc.)--what are all the terms that may be used, all the concepts or ideas that may be involved (synonyms, related terms).
- (3)** Combine the concepts into a search strategy using the And, Or, Not to obtain relevant articles.
- (4)** Consider limits: age, time periods, gender, types of publication.
- (5)** Run the search and view results
- (6)** Refine or expand the search until satisfied look at the subject headings assigned to one or more of the relevant articles in your results and use them to expand your search.

[Links and Attachments:]

SEARCH GUIDES FOR THE DATABASES:

[Ebsco Databases](#) (Select this for a guide to using the Ebsco Databases)

Gale Databases (Each Gale database provides on the left top side bar a **Help-Search**, use this guide for help searching that particular database.)

NLM Databases (Select **Help/FAQ** or the **Tutorial** at the left-hand side bar top)

EBSCO DATABASES:

CINAHL: Is the authoritative resource for nursing and allied health professionals, students, educators and researchers. This database provides indexing and abstracts for over 1,700 current nursing and allied health journals and publications dating back to 1982, totaling over 920,000 records.

Pre-CINAHL: A companion database to *CINAHL*, *Pre-CINAHL* is intended to provide current awareness of new journal articles, and includes a rotating file of limited bibliographic information (no subject searching), which are available to researchers only for the time when these articles are being assigned additional indexing.

MEDLINE: Provides authoritative medical information on medicine, nursing, dentistry, veterinary medicine, the health care system, pre-clinical sciences, and much more. Created by the National Library of Medicine, *MEDLINE* allows users to search abstracts from over 4,600 current biomedical journals.

Sociological Collection: This database provides coverage of more than 500 full text journals, including nearly 500 peer-reviewed titles. *Sociological Collection* offers information in all areas of sociology, including social behavior, human tendencies, interaction, relationships, community development, culture and social structure.

Psychology and Behavioral Sciences Collection: This database provides coverage of nearly 550 full text journals, including more than 500 peer-reviewed titles. *Psychology & Behavioral Sciences Collection* covers topics such as emotional and behavioral characteristics, psychiatry & psychology, mental processes, anthropology, and observational and experimental methods. Nearly every full text title included in this database is indexed in *PsycINFO*.

Clinical Pharmacology: Provides access up-to-date, concise and clinically-relevant drug monographs for all U.S. prescription drugs, hard-to-find herbal and nutritional supplements, over-the-counter products and new and investigational drugs.

Health Business Fulltext Elite: This database provides full text coverage for nearly 460 well-known administrative journals. *Health Business FullTEXT Elite* provides comprehensive journal content detailing all aspects of health care administration and other non-clinical aspects of health care institution management.

Health Source: Nursing/Academic Edition: This database provides more than 550 scholarly full text journals focusing on many medical disciplines. *Health Source: Nursing/Academic Edition* also features abstracts and indexing for nearly 850 journals.

GALE DATABASES:

Professional Collection : Full-text periodicals for faculty and administrators.

Contemporary Literary Criticism - Select : Aug 2004, An extensive collection of critical essays on contemporary authors. Each CLC--Select entry contains a biographical/critical introduction, listing of principal works and sources for further study.

Expanded Academic ASAP : 1980 - Aug 2004, From arts and the humanities to social sciences, science and technology, this database meets research needs across all academic disciplines. Access scholarly journals, news magazines, and newspapers - many with full text and images.

General Business File ASAP : 1980 - Aug 2004, Analyze company performance and activity, industry events and trends as well as the latest in management, economics and politics. Access to a combination of broker research reports, trade publications, newspapers, journals and company directory listings with full text and images available.

General Reference Center Gold : 1980 - Aug 2004, A general interest database that integrates a variety of sources in one easy-to-use interface. Use General Reference Center Gold to find articles from newspapers, reference books, and periodicals, many with full-text and images. Find the latest current events, popular culture, business and industry coverage, the arts and sciences, sports, hobbies, and more.

[Health Reference Center Academic](#) : 1980 - Aug 2004, Use this database to find articles on: Fitness, Pregnancy, Medicine, Nutrition, Diseases, Public Health, Occupational Health and Safety, Alcohol and Drug abuse, HMOs, Prescription Drugs, etc. The material contained in this database is intended for informational purposes only.

[Health and Wellness Resource Center](#) : 1980 - Aug 2004, Use this Resource Center to find magazines, journals, newspapers, definitions, directories, and information on: Fitness, Pregnancy, Medicine, Nutrition, Diseases, Public Health, Occupational Health and Safety, Alcohol and Drug abuse, Prescription Drugs, etc. Included are links to diet, cancer, and health assessment sites as well as government databases. The material contained in this Resource Center is intended for informational purposes only.

[InfoTrac OneFile](#) : 1980 - Jul 2004, A one-stop source for news and periodical articles on a wide range of topics: business, computers, current events, economics, education, environmental issues, health care, hobbies, humanities, law, literature and art, politics, science, social science, sports, technology, and many general interest topics. Millions of full-text articles, many with images.

[National Newspaper Index](#) : 1977 - Aug 2004, Provides quick access to the indexing of America's top five newspapers in one seamless search: The New York Times, The Wall Street Journal, The Christian Science Monitor, Los Angeles Times and The Washington Post.

[Computer Database](#) : 1980 - Aug 2004, Use this database to find computer-related product introductions, news and reviews in areas such as hardware, software, electronics, engineering, communications and the application of technology.

[General Business File International](#) : 1980 - Aug 2004, Analyze company performance and activity, industry events and trends as well as the latest in management, economics and politics. Access to a combination of broker research reports, trade publications, newspapers, journals and directory listings with full text and images available.

[NATIONAL LIBRARY OF MEDICINE :](#)

[PubMed](#) : Provides free access to MEDLINE, NLM's database of more than 14 million bibliographic citations and abstracts in the fields of medicine, nursing, dentistry, veterinary medicine, health care systems, and preclinical sciences. Includes links to many sites providing full text articles and other related resources.

[Medline Plus](#) : Provides health information from the world's largest medical library, the National Library of Medicine. Health professionals and consumers alike can depend on it for information that is authoritative and up to date. MedlinePlus has extensive

information from the National Institutes of Health and other trusted sources on over 650 diseases and conditions. There are also lists of hospitals and physicians, a medical encyclopedia and a medical dictionary, health information in Spanish, extensive information on prescription and nonprescription drugs, health information from the media, and links to thousands of clinical trials.

Toxnet : An integrated system of nine toxicology and environmental health databases that are available free of charge on the web, maintained by the Toxicology and Environmental Health Information Program (TEHIP)

EBSCO DATABASE SEARCH GUIDE:

[Select Searching or Results, or Any of Their Sections]

Searching:

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Results:

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SEARCHING:

Using the Search Windows and Toolbars

A search begins at the search window, which contains one or more fields for entering search terms and selecting search options. EBSCOhost offers two different search windows:

[Basic](#)

Need Screen shot here?

[Advanced](#)

Need Screen shot here?

Each search window provides different options and techniques to help you focus your search. When you make your selections on a search window, EBSCOhost searches the database you selected for results that match your search terms.

USING THE TOOLBARS

EBSCOhost provides three toolbars to help you navigate through search windows and take advantage of its features: **Need Screen shot here?**

The Tabbed Toolbar

The Sub-Toolbar

The Utility Toolbar

The *Tabbed Toolbar* is always available. From the Tabbed Toolbar, you can select a different Search Window, or choose other databases for searching. If available, you may also be able to use Reference Tools or select other EBSCO services to which your library subscribes.

The *Sub-Toolbar* is available from the Search Windows, and will vary depending on the database and which features your library administrator selects. Keyword, subject, and publication search modes are displayed on the sub-toolbar on both the Basic and Advanced Search Windows.

The *Utility Toolbar* appears in the top right corner of your browser window. From the Utility Toolbar, you can: start a new search; view the items you have saved to your folder; change display preferences; and access online help. Your library may also provide an exit link from the Utility Toolbar (or a "home library" icon).

THE BASIC SEARCH WINDOW

The *Basic Search Window* lets you create a search using a variety of search methods. Enter your search terms in the Find field and select from the available search modes: [standard](#), [all words](#), [any words](#), or [exact phrase](#).

Using Standard Search

And - combines search terms so that each result contains *all* of the terms. For example, search education and technology to find only articles that contain both terms.

Or - combines search terms so that each result contains *at least one* of the terms. For example, search education or technology to find results that contain either term.

Not - excludes terms so that each result *does not contain* the term that follows the *not* operator. For example, search education not technology to find results that contain the term education but not the term technology.

If you use parentheses with the Boolean operators, the terms inside the parentheses are processed first. If you enter two words together, they are searched as a phrase.

Using All Words

The order of the search words entered does not matter. EBSCO*host* conducts a Boolean search, assuming an AND between each word. Any results that are displayed must include all words entered, regardless of proximity (how close they are to each other). Your search results are presented in order by date.

Using Any Words

Enter a phrase or sentence that describes what you want to search for. Any results that are displayed appear in ranked order with the most relevant article presented first.

A result can be found even if the record does not contain all of the words from the search. The more words that appear in an article, the more relevant the record is and the closer to the top of the Result List it appears. (Items such as title, abstract, or full text are "weighted" when deciding relevancy.)

Place *quotation marks* around search terms to have the results contain those exact terms.

For example, type rising medical costs in the United States to find articles that contain *rising, medical, costs, United, or States*. Prepositions such as *in* and articles such as *the* are excluded from the search.

Using Exact Phrase

Enter the word or phrase that you want to find. Any results that are displayed must include all the words you entered, exactly as you entered them. (However, stop words are still ignored.) Your search results are presented in order by date.

Refining Your Search

You can also select any limiters or expanders available on the Refine Search sub-tab. When you have entered your search terms and selected any search modes or search options, click Search. Your search results are displayed. To print, e-mail or save several search results, you should add them to the folder.

THE ADVANCED SEARCH WINDOW

The *Advanced Search Window* uses keyword searching, search history and limiters to help you focus your search. Some databases provide a [suggest subject headings](#) feature you can use to map your search terms to appropriate terms in a thesaurus.

If provided by your library administrator, either additional [guided search](#) fields or a [search builder](#) may also be available.

To create an Advanced Search:

On the Tabbed Toolbar, click Advanced Search. The [Advanced Search Window](#) appears. Enter your search terms in the Find field. Your search terms can be keywords or selections from search history. Boolean operators (AND, OR, NOT) can also be included in your search. You can also use field codes with your search terms.

Click Field Codes to display a list of field codes available with the databases you are using. Type the field code before you search terms to limit those words to the field you entered. For example, AU Smith will find records that contain Smith in the Author field.

AND - combines search terms so that each search result contains all of the terms. For example, travel AND Europe finds articles that contain both travel AND Europe.

OR - combines search terms so that each search result contains at least one of the terms. For example, college OR university finds results that contain either college OR university.

NOT - excludes terms so that each search result does not contain any of the terms that follow it. For example, television NOT cable finds results that contain television but NOT cable.

Add limiters or expanders from the Refine Search sub-tab. To select multiple values from a list, press the Ctrl key (or Command key) and click the left mouse button. (If you change expanders while searching, this may affect your search history.)

Click Search. Your search results are displayed below the Results sub-tab

SUGGEST SUBJECT HEADINGS

Some databases offer the *Suggest subject headings* search feature. For a single database, you can enter search terms and mark the Suggest subject headings check box. When you click Search, the corresponding thesaurus is searched and the most appropriate terms are displayed.

Need Screen shot here?

Database-specific help provides more information on which default fields and/or searchable fields are available with a database. From any of the Search Windows, click the hyperlinked database name.

USING THE THESAURUS:

To browse a list of subject headings available in the database, click the Thesaurus button on the green sub-toolbar. A new thesaurus-specific [Browse Window](#) is displayed. The

thesaurus name (e.g, CINAHL Headings, PsycINFO, etc.) appears on the tab above the Browse for field.

Enter your search terms in the Browse for field, and then select either the Alphabetical or Relevancy Ranked radio button and click Browse. A list of headings is displayed. As you select headings, mark explode and/or major concept, and then add to your search using and, or, or not, your search is being built in the Find field.

To display a list of results that match your search terms, click Search.

Browsing Alphabetically

For example, if you browse the CINAHL Headings thesaurus and enter “Heart” in the Browse for field and select Alphabetical, the list displays any headings that are found in alphabetical order:

Heart
Heart Arrest
Heart Assist Devices
Heart Atrium
Heart Atrium, Left
Heart Atrium, Right

...

If you mark the check box to the left of Heart Arrest and click Explode, and then choose “and” from the "Select heading, then add to search using" drop-down list, you create a search query that finds all references to Heart Arrest as well as all references to narrower terms.

Browsing by Relevance

For example, if you browse the CINAHL Headings thesaurus and enter “Heart” in the Browse for field and selected Relevancy Ranked, the list displays headings in order of relevance:

Heart Catheterization
Heart Rupture
Heart Diseases
Cardiac Patients
Cardiac Output
Heart Arrest

...

If you mark the check box to the left of Heart Arrest and click Major Concept, and then choose “and” from the "Select heading, then add to search using" drop-down list, you create a search query that finds only articles for which Heart Arrest is the major point of the article.

If you search by relevance, and none of your search terms match terms within the thesaurus, an alphabetical list is displayed.

For more information on the database or thesaurus you are searching, click the More Information link for the database on the Choose Database Window.

Searching by Subject

The *Subject Authority File* lists the information contained in a database according to topic.

Browsing the Subject Authority File:

From the Tabbed Toolbar, click the Subjects sub-toolbar button. The [*Subject Authority File*](#) appears, with the beginning of the list displayed.

Enter your search terms, for example *pediatric nursing*, in the Browse For field. To search for a person's name, use the following format: last name, first name.

Click Alphabetical (when available) to list your search results in alphabetical order. Click Relevancy Ranked to list your search results according to relevance.

Click Browse to view your terms as they appear in the Subject Authority File. References for the term you are searching can be sorted by type. (For example: newspaper references, periodical references, or review references.)

The Result List appears, letting you view specific results. There may also be a hierarchy of subdivisions relating to your search.

Click any of the available links to open another Result List, or click See also related items to further narrow your search.

To modify your search, or enter a new search, enter your new term in the Browse For field.
(To browse CINAHL subject headings, use the CINAHL Headings Browse Window.)

LIMITERS

Limiters let you narrow the focus of your search so that the information retrieved from the databases you search is limited according to the values you select. You can use more than one limiter if more than one is available.

Common limiters that can appear below the Refine Search sub-tab include:

- Full Text – Click to limit results to articles with full text.
- Cover Story – Click to limit results to articles that were featured as cover stories.
- Local Titles – Click to limit results to articles available at your library.
- Journal/Magazine - Enter a journal/magazine name in this field to limit results to articles only from that title.

- Peer Reviewed - Limits search results to articles from peer-reviewed journals. Peer-reviewed journals are publications that include only those articles that have been reviewed and/or qualified by a selected panel of acknowledged experts in the field of study covered by the journal.
- Date Published - Use this option to search for articles within a specified date range. Create a range by using the drop-down lists to specify the months of the range and enter the last two digits of the year in the entry fields to specify the years of the range.
- Number of Pages - Enter a number in this field to limit results to a specific number of pages in length. Place the < (less than) or > (greater than) symbol before the number to search for articles with a specific page length range. For example: to search for articles that are greater than three pages in length, enter >3 in this field. You can also use a dash to enter a range of pages. For example, to find articles between five and ten pages long, enter 5 - 10.

Limiters do limit one another. If you select both Full Text and Cover Story limiters, the results that are retrieved include only Full Text items that are Cover Story items. The exception to this rule is the use of Full Text and Local Titles limiters. In this situation, use of these limiters produces a list of results that has Full Text or is part of a local collection.

(The use of limiters may also vary by database. For example, MEDLINE may handle limiters differently than e-psyche.)

To create a search using a limiter:
In the Find field, enter your search terms.

Select the limiter you want to use from the Limit Your Results section of the Refine Search sub-tab.

Click Search. The Result List appears.

Using Limiters with Advanced Search

Both *database-specific limiters* and *global limiters* are available to apply to your search term.

When you search more than one database, the common limiters are displayed under the Limit Your Results heading. Other limiters may appear under the Special Limiters for: *Database Name* heading.

Limiters are applied to your search with the AND operator. When you make multiple selections from within a limiter (such as Publication Type or Language) those selections are applied with the OR operator. Limiters are applied to the entire search, and appear at the end of the search with the AND operator.

For example, if you perform a search and use limiters, the search is performed as follows:

search term and limiters

If you make multiple selections from the options available for a single limiter by pressing Control - Enter when searching from a list box, the search is performed as follows:

search term and ((one limiter or another limiter) and limiters)

For example: if you enter heart in the Find field, select the Full Text limiter, and select both Case Studies and Practice Guideline from the Publication Type limiter, the search is constructed as follows:

heart AND ((PT Case Studies OR PT Practice Guideline) and FT Y)
Limiters and Search History

Advanced searches from your current session are saved and numbered, starting with S1. You can combine saved searches by entering them in the Find field - for example, S1 and S2. When you do, the limiters from each search are applied to the new search.

If S1 is a search for heart and (PT Case Studies or PT Practice Guideline) and S2 is a search for liver and kidney and FT Y, a search that combines S1 and S2 searches:

S1 and S2: ((heart) and (PT Case Studies or PT Practice Guideline)) and ((liver and kidney) and (FT Y))

S1 or S2: ((heart) and (PT Case Studies or PT Practice Guideline)) or ((liver and kidney) and (FT Y))

In either case, the limiters from both searches are included.

Searches run from the Basic Search Windows are not saved to the History File used by the Advanced Search Window. Lateral searches and searches launched from a record (via a link) are recorded to search history if the Advanced Search Window is your starting point.

USING EXPLODE AND MAJOR CONCEPT

Explode

When you Explode a term, you create a search query that “explodes” the subject heading. The headings are exploded to retrieve all references indexed to that term as well as all references indexed to any narrower terms.

In a database with a tree, such as MeSH or CINAHL Headings, exploding retrieves all documents containing any of the terms below the term you selected in the tree. In a thesaurus, exploding retrieves all documents containing the selected term, as well as any

of its first level of narrower terms. If a plus sign (+) appears next to a narrower or related term, there are narrower terms below it.

Major Concept

When you select Major Concept for a term, you create a search query that finds only records for which the subject heading is a major point of the article. Searches are limited with specific qualifiers (subheadings) to improve the precision of the search, and limited to major subject headings indicate the main concept of an article.

Combining Explode and Major Concept

If you select Explode *and* Major Concept, you retrieve all references indexed to your term (and its narrower terms) *and* all articles for which the subject heading is a major point of the article.

Boolean Operators (And, Or, Not)

Boolean logic defines logical relationships between terms in a search. The *Boolean search operators* are *and*, *or* and *not*. You can use these operators to create a very broad or very narrow search.

And combines search terms so that each search result contains all of the terms. For example, travel and Europe finds articles that contain both *travel* and *Europe*.

Or combines search terms so that each search result contains at least one of the terms. For example, college or university finds results that contain either *college* or *university*.

Not excludes terms so that each search result does not contain any of the terms that follow it. For example, television not cable finds results that contain *television* but not *cable*.

The following table illustrates the operation of Boolean terms:

And	Or	Not
Each result contains all search terms.	Each result contains at least one search term.	Results do not contain the specified terms.
The search <i>heart</i> and <i>lung</i> finds items that contain both <i>heart</i> and <i>lung</i> .	The search <i>heart</i> or <i>lung</i> finds items that contain either <i>heart</i> or items that contain <i>lung</i> .	The search <i>heart</i> not <i>lung</i> finds items that contain <i>heart</i> but do not contain <i>lung</i> .

If you use parentheses with the Boolean operators, the terms inside the parentheses are processed first.

USING QUOTATION MARKS

If you enter the search phrase "*sink or swim*" in double quotation marks EBSCOhost still considers or a search operator, and finds results with either "*sink*" or "*swim*."

Typically, when a phrase is enclosed by double quotations marks, the exact phrase is searched.

This is not true of phrases containing stop words. A stop word will never be searched for in an EBSCOhost database, even if it is enclosed in double quotation marks. A search query with stop words only (i.e. no other terms) yields no results.

USING PUNCTUATION

If you enter phrases with punctuation, EBSCOhost searches for the term both with and without the punctuation. For example, if you enter *television: talk show*, EBSCOhost finds results with *television talk-show*, *television talk show*, and if synonyms have been activated, *TV talk show*.

If you enter hyphenated words in a search, EBSCOhost automatically searches for the word in both hyphenated and non-hyphenated forms. For example, entering *coca-cola* will find both *Coca Cola* and *Coca-Cola*.

USING PARENTHESES

In the examples above, parentheses were used to show how searches are conducted by default in the Advanced Search Window. Parentheses let you control a search query, and you can modify your searches by modifying their placement.

If you do not use parentheses, terms with AND and NOT have priority over terms with or. If you use parentheses, elements that are enclosed in parentheses are executed first, and those parentheses appear in Search History and in the Find field.

In the example below, the same search terms are used, but the use of parentheses modifies the search, and produces different results:

lung or ((kidney and liver) and skin) = 5912 results

(lung or kidney) and (liver and skin) = 9 results

Results for these searches differ according to the grouping of the terms.

If you do not use parentheses for the query, the order of operation for the Boolean operators is according to the Z39.50 standard. AND and NOT have priority over OR. For example, *hockey or baseball and sports injuries* will execute as:

hockey or (baseball and sports injuries)

WILDCARD (?) AND TRUNCATION (*) SYMBOLS

Use the wildcard and truncation symbols to create searches where there are unknown characters, multiple spellings or various endings. Neither the wildcard nor the truncation symbol can be used as the first character in a search term.

The *wildcard* is represented by a question mark (?). To use the wildcard, enter your search terms and replace each unknown character with a ?. EBSCOhost finds all citations of that word with the ? replaced by a letter.

For example, type ne?t to find all citations containing neat, nest or next. EBSCOhost does not find net because the wildcard replaces a single character.

Truncation is represented by an asterisk (*). To use truncation, enter the root of a search term and replace the ending with an *. EBSCOhost finds all forms of that word.

For example, type comput* to find the words computer or computing.

USING YOUR SEARCH HISTORY

To use your search history:

On the Advanced Search Window, up to five of your most recent [searches](#) are displayed. You can click Show More (or Show Less) to control how many searches performed in the current session are displayed.

Enter new search terms in the Find field. Use the search numbers to combine previous searches with your new terms. (For example, enter S1 and drugs to combine *the results of search S1* with the results of your new search using *drugs*.)

Click Search. A Result List is displayed.

To clear your search history, either click Clear Search History, or end your EBSCOhost session.

The search history available to you includes only the searches from the current EBSCOhost session *using the Advanced Search Window*. Unless you create a saved search, when your session ends, search history is cleared.

If you change databases, your search history is saved (the query only, not the result counts). However, if you open another EBSCO service, your search history is not saved. If the limiters you used in the original databases are not available when you change databases, your searches may be affected.

When the Advanced Search Window is opened in the new database, searches display question marks in the Results column. This indicates that the counts are not known because the search has not been run on your current database. When you view the results

(by clicking on the link in the Results column), a new search is launched and its results counts are added to the search history.

The Search History Window

Add to Search - To combine lines of history, mark the check box to the left of the lines and select a Boolean operator (and, or, not) from the drop-down list, and click Add. The lines of history will be placed in the Find field.

Search ID # - The number assigned to your search. You can also select a search from the list by entering S and the search number (S1, S2, etc.).

Search Terms - The terms you entered in the Find field, including any field codes or Boolean operators.

Limiters - The limiters used in your search are displayed.

Results - The *actual* number of search results is displayed.

Revise Search - Indicates that the lines of search can be edited. When you click Revise, the search terms are displayed in the Find field. You can then edit the search manually, entering field codes or changing limiters on the Refine Search sub-tab.

Delete - Indicates that individual lines of search history can be deleted. If you delete a line earlier within search history, any dependent lines are deleted, and the remaining lines of history are renumbered. A message displays when you delete lines of search history.

Show More/Show Less - Lets you control how much search history is displayed.

PROXIMITY SEARCHES

You can use a *proximity search* to search for two or more words that occur within a specified number of words (or fewer) of each other in the databases. Proximity searching is used with a keyword or *Boolean* search.

The proximity operators are composed of a letter (N or W) and a number (to specify the number of words). The proximity operator is placed between the words that are to be searched, as follows:

Near Operator (N) - N5 finds the words if they are within *five words* of one another regardless of the order in which they appear.

For example, type tax N5 reform to find results that would match *tax reform* as well as *reform of income tax*.

Within Operator (W) - In the following example, W8 finds the words if they are within *eight words* of one another and in the order in which you entered them.

For example, type tax W8 reform to find results that would match *tax reform* but would not match *reform of income tax*.

Refining Your Search

You can adjust the focus of a search using the options available on the [Refine Search](#) sub-tab. These [limiters](#), [expanders](#), and [field codes](#) let you narrow or broaden your search. You can select any combination of available limiters, expanders or field codes.

SEARCHING BY PUBLICATION

The *Publication Authority File* lists the information contained in a database according to journal or magazine name.

[Browsing a Publication Authority File](#) [Searching for Several Publications](#)

To browse a Publication Authority File:

From the Tabbed Toolbar, click the Publication sub-toolbar button. The [Publication Authority File](#) appears, with the beginning of the list displayed.

From the Publications tab, enter your search terms in the Browse For field. You can enter all or part of a publication name. (For example, you could enter *Time*.)

Select a search type. Click one:

Publications beginning with - Finds journals beginning with the letters you entered. Results are displayed in alphabetical order.

Match any words - Finds publications with one or more of the words in your terms. Results are displayed in order of relevance to your search terms.

Match exact phrase - Finds publications for which an exact match can be found. Results are displayed in alphabetical order.

Click Browse to view your terms as they appear in the Publication Authority File. A Result List is displayed.

Browse the list by using the scroll bar or the arrow keys to move up or down the current page, or by using the up or down arrows at the top and bottom of the page.

For an overview of the journal or publication, click the hyperlinked Publication Name. The information found in the overview can include: the journal title, the publisher's address, and the dates of coverage.

From the overview, you can click on the hyperlinked Publication Details. The information found in the details can include: the journal title, the ISSN, the price of annual subscription, the publisher's address, the publisher's URL (Internet address), the subject and/or a description of the journal, and whether the journal is peer reviewed.

You can use the Mark Items for Search feature to search several publications at the same time, or to combine publication names with other search terms.

SAVING SEARCHES

To save from the folder:

To save several articles, you should add them to the folder, then save them. From the folder list, click Save to Disk. The Save Manager Window appears.

Select the format for the results you want to save. You can save Articles, Links, or in Bibliography Manager format.

If you select Articles, any of the following choices appear.

Empty folder after saving – Indicates that you want to empty the folder of all saved items after saving.

Additional Citation Details and Abstract – Indicates that additional citation details and an abstract should be saved.

HTML Full Text – Indicates that the HTML Full Text of the article (if available) should be saved.

If you select Links, the following choices appear.

Empty folder after printing – Indicates that you want to empty the folder of all saved items after printing.

HTML links to articles – saves HTML links to the articles you have selected.

HTML link that will run your last search again – saves an HTML link to your current search query in the databases you selected so you can run the search at a later time.

Include instructions for cutting and pasting links to an HTML document – e-mails instructions on how to add links into your HTML document.

To save PDF Full Text

If you are saving an item that includes PDF Full Text, the PDF does not automatically save from your browser window. You must open the PDF in Adobe Acrobat Reader, and use the Reader's save capability.

If the item includes a citation and/or HTML Full Text, they will save from the browser window, but you will still need to open the PDF in Adobe Acrobat Reader, and use the Reader's save capability.

To save Linked Full Text

If you are saving an item that includes Linked Full Text, you must follow the links directly to the Full Text, and then save it.

If the item includes a citation and/or HTML Full Text, they will save from the browser window, but you will still need to follow the links directly to the Full Text, and then save it.

RESULTS:

Viewing the Full Record

[Available Formats](#)

[The Folder](#)

Available Formats

When you click the title of an article, the "Best View" selected by your library administrator is displayed. This can be a citation, HTML full text or PDF. To view a different format, click on any of the icons displayed on the Formats line.

Citation View

When the *[citation view](#)* is displayed, it may also include a summary or an abstract. Your original keywords are highlighted throughout the record. If activated by your library administrator, the full text of the article may appear below the citation.

The author and subject of the record can appear as links that let you perform a search of that particular field.

The source may display a link or journal logo that leads to a detailed view of the source or publication. Clicking on the journal logo links you to a detailed description of the journal. Clicking Back returns you to the full record of the article.

The source may also include a table of contents link that lets you perform a search on the same issue of the source or publication.

HTML Full Text View

When the [HTML full text view](#) is displayed, you can also return to the citation, or any PDF or linked text by clicking on the available icons. The text is displayed formatted and ready for printing. A brief citation is always included at the end of the article.

From either the citation or full text views, you can refine your search, return to the Result List, save to the folder, and print, e-mail, or save the article.

PDF View

When the [PDF view](#) is displayed, the article opens in the Adobe Acrobat Reader. To print the article, use the print capability available from the Reader. You can also return to the citation, any full text, or linked text by clicking on the available icons. From the PDF view, you can also refine your search, return to the Result List, or e-mail the article.

Linked Full Text View

EBSCOhost links to full text articles from other EBSCOhost databases or from electronic journals subscribed to through EBSCO Subscription Services and Electronic Journals Service.

When the [linked full text result](#) is displayed, you can also return to the citation, full text, or linked text by clicking on the available icons. When you click on an available hyperlink and open full text, you can refine your search, return to the Result List, and print, e-mail or save the article.

Viewing the Result List

When EBSCOhost performs a search, a [Result List](#) opens. This is the information retrieved from the databases that are searched. Search results can be citations, full text, document summaries or abstracts, and can include links to full text.

Each result is numbered, and the available formats for the article are displayed—HTML Full Text, PDF Full text, or Linked Full Text. Click the linked page numbers (or forward/backward arrows) to move through the Result List.

You can change your Preferences settings (from the Utility Toolbar) to specify how many results per page should be displayed, and how much detail should be displayed for each result—title only; a brief citation; or a detailed citation of the article.

The article title is a hyperlink to the "best view" as selected by the library administrator—this could be the citation; a brief citation plus full text; a PDF file; or links to full text. To view a different format, click on any of the icons listed below the title.

For each result, the folder icon is displayed to the far right. If you want to collect several articles, click the Add folder icon for the article. To add all items on a page to your folder, click Add (1-5) at the top of the Add column. Result numbers to be added will

change as you page through the list of results. As you add the articles to the folder, you can click View Folder and review which items have been added.

To start a new search from the Result List, you can: use the Clear button or the Backspace key to delete your terms and enter new terms; click a different tab or sub-toolbar button; or click New Search from the Utility Toolbar. New Search clears both your search terms and any search options you selected.

E-mailing Your Results

[E-mailing an article or citation](#)

[E-mailing several results from the folder](#)

[E-mailing Linked Full Text](#)

To e-mail an article or citation:

From the open article or citation, click E-mail. The *E-mail Manager Window* appears. Enter the e-mail address. To send to more than one e-mail address, use a semicolon between each e-mail address. (For example, *name1@address.com; name2@address2.com*).

Enter a subject to appear on the e-mail subject line. (For example, *Results of research on topic ABC.*) (40 character maximum.)

Select the format for the results you want to e-mail. You can e-mail Articles or Links to searches. You can also e-mail your results in Bibliographic Manager format.

If you select Articles, the e-mail contents can include:

Additional Citation Details and Abstract – Indicates that additional citation details and an abstract should be e-mailed.

HTML Full Text – Indicates that the HTML Full Text of the article (if available) should be e-mailed.

PDF as a separate attachment– Includes all citation information and the article in Adobe PDF format, if available.

Note: If no HTML Full Text is available, but PDF Full Text is available, the PDF Full Text will be sent, even if PDF as separate attachment was not marked.

If you select Links, the e-mail contents can include:

HTML links to articles – e-mails HTML links to the articles you have selected.

HTML link that will run your last search again – e-mails an HTML link to your current search query in the databases you selected so you can run the search at a later time.

Include instructions for cutting and pasting links to an HTML document – e-mails instructions on how to add links into your HTML document.

To send the e-mail, click Send; otherwise, click Back. A message appears when your e-mail has been sent.

To e-mail from the folder:

To e-mail several articles, you should add them to the folder, then e-mail them. From the folder list, click E-mail. The E-mail Manager Window appears.

Enter the e-mail address. To send to more than one e-mail address, use a semicolon between each e-mail address. (For example, *name1@address.com; name2@address2.com*).

Enter a subject to appear on the e-mail subject line. (For example, *Results of research on topic ABC.*) (40 character maximum.)

Empty folder after e-mailing – indicates that you want to empty the folder of all saved items after e-mailing.

Select the format for the results you want to e-mail. You can e-mail Articles or Links to searches.

If you select Articles, the e-mail contents can include:

Additional Citation Details and Abstract – Indicates that additional citation details and an abstract should be e-mailed.

HTML Full Text – Indicates that the HTML Full Text of the article (if available) should be e-mailed.

PDF as a separate attachment– Includes all citation information and the article in Adobe PDF format, if available.

(If the folder contains results with both Full Text and PDF and you want both formats, be sure to check off both; otherwise, only the Full Text will be sent.)

If you select Links, the e-mail contents can include:

HTML links to articles – e-mails HTML links to the articles you have selected.

HTML link that will run your last search again – e-mails an HTML link to your current search query in the databases you selected so you can run the search at a later time.

Include instructions for cutting and pasting links to an HTML document – e-mails instructions on how to add links into your HTML document.

To send the e-mail, click Send. A message appears when your e-mail has been sent. To return to the folder, click Back.

To e-mail Linked Full Text

If you are e-mailing an item that includes Linked Full Text, you must follow the links directly to the Full Text and then e-mail it. Otherwise, only the citation and any available HTML Full Text will be sent. If you follow the links to the Full Text and it is PDF format, the PDF will be sent as an attachment to the e-mail.

Printing Your Results

[Printing an article or citation](#)

[Printing several results from the folder](#)

[Printing PDF Full Text](#)

[Printing Linked Full Text](#)

To print an article or citation:

From the open article or citation, click Print. The *Print Manager Window* appears. (Click the link to estimate the number of pages that will be printed.)

Select from the following:

Additional citation details and abstract – Indicates that additional citation details and an abstract should be printed.

HTML Full Text (when available) – Indicates that the HTML Full Text of the article (if available) should be printed.

Click Print. The article or citation is displayed in your browser window. Click the Print icon on the browser toolbar.

To return to the article or citation, click Back.

To print several results from the folder:

To print several articles, you should add them to the folder, then print them. From the folder list, click Print. The Print Manager Window appears. (Click the link to estimate the number of pages that will be printed.)

Select from the following:

Empty folder after printing - Indicates that you want to empty the folder of all saved items after printing.

Additional citation details and abstract – Indicates that additional citation details and an abstract should be printed.

HTML Full Text (when available) – Indicates that the HTML Full Text of the article (if available) should be printed.

Click Print. The articles and citations in the folder are displayed in your browser window. Click the Print icon on the browser toolbar.

To return to the folder, click Back.

If your library administrator has provided the ability to translate an article, you must print the translated article directly from your browser window.

To print PDF Full Text

If you are printing an item that includes PDF Full Text, the PDF does not automatically format for printing from your browser window. You must open the PDF in Adobe Acrobat Reader, and use the Reader's print capability.

If the item includes a citation and/or HTML Full Text, they will print from the browser window, but you will still need to open the PDF in Adobe Acrobat Reader, and use the Reader's print capability.

To print Linked Full Text

If you are printing an item that includes Linked Full Text, you must follow the links directly to the Full Text, and then print.

If the item includes a citation and/or HTML Full Text, they will print from the browser window, but you will still need to follow the links directly to the Full Text, and then print.