

The screenshot shows the Ovid MEDLINE search interface. At the top, it displays 'Ovid MEDLINE(R) 1966 to September Week 2 2006' and 'ovid web gateway'. Below this are navigation links: 'Change Database', 'Ask a Librarian', 'Help', 'LOGOFF', 'Saved Searches/Alerts', 'PayPerView Account', and 'View Cart'. The main area features a search history table with four entries. Below the table are icons for 'Combine Searches', 'Delete Searches', and 'Save Search/Alert'. The search interface includes tabs for 'Advanced Search', 'Basic Search', and 'Find Citation', along with 'More Fields' and 'Search Tools'. A search box is present with a 'SEARCH' button and a checked option for 'Map Term to Subject Heading'. A 'Limits' section contains checkboxes for 'Full Text', 'Review Articles', 'Latest Update', 'Humans', 'Abstracts', 'Core Clinical Journals (AIM)', 'English Language', and 'Local Holdings'. A 'Publication Year' range selector is also visible.

#	Search History	Results	Display
1	*Cholangiopancreatography, Endoscopic Retrograde/ae [Adverse Effects]	472	DISPLAY
2	exp Pancreatitis/	31147	DISPLAY
3	1 and 2	228	DISPLAY
4	limit 3 to (humans and english language and "review articles")	29	DISPLAY

Login Instructions:

- Go to <http://ovid.lsuhs.edu/> (Or Library Home Page, Databases , Ovid).
- Click on START OVID.
- Type your user name: lsumc-master\userid (userid is your LSUMC Outlook email user ID).
- Type your password (the one used for your email account) .
- When you reach the Choose a database screen, select Ovid MEDLINE(R) at the top of the list.

Keyword search is the default. Enter each concept in your question separately in the entry box beside SEARCH and press SEARCH. Your concept will map to a listing of subject headings at the Mapping Display screen. The best matches will be at the top of the list. If a relevant subject heading for your concept is not listed, then select the last option in the listing, which searches your concept as a keyword in the title, abstract and subject heading fields. *NOTE: To truncate a keyword, use the symbol "\$". Example: "infarct\$"*

Explode and **Focus** check boxes are also offered at the Mapping Display screen. Focus limits to those articles in which the desired subject heading is a major point. Explode extends the subject heading to include narrower terms under it. Click the linked subject heading to see the hierarchical tree listing these narrower terms. Notice the Hints at the bottom of the page for explanations. After making your selection(s), click the CONTINUE button, and you will come to the Subheading Display screen .

Subheadings limit a subject to a particular facet. One or more subheadings may be applied to a subject heading by clicking its check box. Click the "i" on the left side of a subheading box to see its definition. Clicking the CONTINUE button defaults to Include All Subheadings as long as no subheadings have been selected.

In the example in the illustration above, focus (*), subheadings (ae [Adverse Effects]), and explode (exp) are used in the search strategy.

Icons - labeled Combine Searches, Delete Searches and Save Search/Alert - appear under the Search History table as the search progresses. Use the Combine icon to combine search statements, as in the above illustration. *NOTE: Combine gives you the choice of combining statements with AND, as in this case, or OR.* The Save Search/Alert icon takes you to a screen where you can save your search strategy to rerun it at a future time, or you can rerun already saved search strategies. You can also Delete or Copy searches from this screen. *NOTE: In addition to searches you may have saved, permanent evidence-based hedges are stored, which can be used to restrict retrieval to different categories of evidence-based medicine.*

Ovid's Search Fields

Advanced Search and **Basic Search** are your two choices of search mode. Advanced Search, the default, is the more powerful, and that is the one followed in this handout.

Find Citation allows you to find the complete bibliographic information for a specific citation if you have only partial information, such as journal name, year and page number. Type in the information for the fields you have and click SEARCH.

Author search finds articles by your specified author. Click the Author button. Click in the entry box and then type the last name, followed by a space and the first initial (if known). In the resulting index display, click the check box next to all applicable author names and then click PERFORM SEARCH.

Title search retrieves your desired word or phrase in the title of the article. Click the Title button. Click in the entry box and then type an uncommon or unique word or phrase to be searched. Then click SEARCH.

Journal search retrieves articles that appeared in your specified journal. Click the Journal button. Click in the entry box and then type the first few words of the journal title. Omit the first word of the title if it is "A," "An," or "The." For example, the title "The Journal of Cardiac Surgery" should be entered as "journal of cardiac surgery," or simply "journal of cardiac." From the resulting index display, click the check box beside all desired versions of the journal name and then click the PERFORM SEARCH button.

More Fields takes you to an extensive list of other search fields, such as page or date of publication, which you can use to help search for an article or group of articles.

Search Tools lets you see the position of any given subject heading in the hierarchical tree of subject headings, its scope note explaining its usage, the subheadings that can be used with it, and an index of all subject headings containing a given word or phrase.

Limits narrow the retrieval to a more manageable-sized set. Frequently used limits are listed below the entry box. If you choose two or more limits, they are automatically combined with "and"; this means that the articles will have all selected limits applied to them. For example, if you choose English and Human, all of the retrieved articles will be written in English and discuss human subjects. The limits will be applied to the last set in the Search History table.

There are additional limits at the **More Limits** link. Below the expanded check box section are scroll boxes offering options, such as Age Groups, Publication Types, and Journal Subsets. In any given scroll box, you can depress the Control key and select more than one limit, and these limits will be automatically combined with "or." In other words, the retrieval will have at least one of the limits selected from the scroll box applied to it; i.e., choosing Newborn Infant and Infant means that the results will include all articles discussing humans from birth to 23 months.

Articles Retrieved

Click the **DISPLAY** button beside a search statement to list the retrieved articles in reverse chronological order, up to ten citations per page. The Display screen begins with a section heading that contains the search statement, the number of citations retrieved, and the range of currently displayed items (such as 1-10 or 11-20). Each citation has at least one record link, Complete Reference. Abstract and Full Text record links are also included when available. After viewing record links, either Complete Reference or Abstract, use the Back button to return to the Display screen to mark selections for output by clicking the box in front of each desired citation.

Results Manager, located at the bottom of the Display screen, manages output offering printing, emailing, or saving. After you have finished marking the whole set of your citations, check the default settings of the Results Manager and make any appropriate changes. The buttons in the Actions column tell Results Manager what to do with the output. Because printing is a function of the browser, click DISPLAY or PRINT PREVIEW before selecting the browser's print icon. EMAIL delivers the marked citations to one or more addresses. SAVE opens a dialog box to specify where to download the citations.

Need Help? Click the **Help** button at the top of the page. Or press the **Ask a Librarian** button, located just to the left of the Help button, and email your search question to this institution's reference librarians. Your inquiry will be answered no later than the end of the next business day.