



MEDLINE



Search Guide



Searching MEDLINE (via Ovid)

Medline is an international biomedical bibliographic database indexing over 4,600 journals from 1946 to the present. Areas covered include medicine, nursing, dentistry, health care systems and public health.

Searching the database

1. Developing a Search Strategy

Before you begin searching you will need to develop a search strategy. This involves analysing the search topic and identifying the main concepts. Each concept may then have a number of different search terms which can describe that concept.

Example Search Topic: How important is handwashing during the Covid-19 outbreak?

Looking at the example search topic, the main concepts are: "Handwashing" and "Covid-19".

You can sometimes have several search terms for a concept, i.e.: synonyms or alternative descriptions.

In this example, the concept of "Handwashing" has 2 possible terms: Handwashing and Hand Hygiene and the concept of "Covid-19" has 2 possible terms as well: "Covid-19" and "coronavirus". All are outlined in the table below

Example of Concepts & Search Terms:

	Concept 1	Concept 2
	HANDWASHING	COVID-19
Search Term	Handwashing	Covid-19
Search Term	Hand Hygiene	Coronavirus

2. Database Search Options

There are two main ways of searching databases: **subject heading search** or **keyword search**.

- ❖ **Subject heading searching** allows you to find articles on a particular subject without having to search for every possible phrase or word that an author may have used to describe that subject. It will usually get you fewer but **more relevant results**, than the keyword option.
- ❖ **Keyword searching** is looking for a word or phrase appearing within a citation, so you will usually retrieve lots of results, however they may include a lot of **irrelevant hits**. You also need to think of different terms and spelling that the author may have used to describe that topic, example: smoke, smokes, smokers, smoking, smoked, tobacco. (Keyword searching is described on page 11).

3. Access MEDLINE via Ovid

Open the Clinicians Health Channel at <https://www.clinicians.vic.gov.au>

Go to the Searchable databases page and click on the **Medline on Ovid** link, under "Resources".

NB: For University staff and students, access to Medline may also be available via your University Library's website.

4. Type your first search term (handwashing) into the search box, then click on the search button.

Notice that the “Map Term to Subject Heading” box is ticked, so you are doing a SUBJECT HEADING search. This will map the term **handwashing** to the subject headings within the database.

Ovid®
Wolters Kluwer
My Account Support & Training Help Feedback Logout

Search Journals Books Multimedia My Workspace What's New

▼ Search History (0) View Saved

Searches Results Type Actions Annotations

Save Remove Combine with: AND OR

Save All Edit Create Auto-Alert View Saved Email All Search History Copy Search History Link Copy Search History Details

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

1 Resource selected | Hide | Change
Ovid MEDLINE(R) 1946 to February Week 1 2022

Enter keyword or phrase
(* or \$ for truncation)

☒ Keyword ☐ Author ☐ Title ☐ Journal

handwashing Search Expand Term Finder

▼ Limits (close) ☐ Include Multimedia ☒ Map Term to Subject Heading

☐ Abstracts ☐ Structured Abstracts ☐ English Language
☐ No Language Specified ☐ Local Holdings ☐ Full Text
☐ Review Articles ☐ Humans ☐ Core Clinical Journals (AIM)
☐ Latest Update ☐ Pharmacologic Actions ☐ COVID-19

Publication Year: - -

Additional Limits Edit Limits

5. Select a subject heading from those suggested and tick the Explode box alongside it.

Note that the system has mapped “handwashing” to the preferred subject of Hand Disinfection. It is underlined and in blue writing, which denotes it as a subject heading from the thesaurus.

Ovid®
Wolters Kluwer
My Account Support & Training Help Feedback Logout

Search Journals Books Multimedia My Workspace What's New

Your term mapped to the following Subject Headings:
Click on a subject heading to view more general and more specific terms within the tree.
See term mapped to thesaurus term

☐ Include All Subheadings
Combine with: OR Continue

Select	Subject Heading	Explode	Focus	Scope
<input checked="" type="checkbox"/>	<u>Hand Disinfection</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	i
<input type="checkbox"/>	handwashing .mp. search as Keyword			

Hints:

- Trigger a Subject Heading link to view its tree - related terms that are more general and more specific.
- Select the Explode box if you wish to retrieve results using the selected term and all of its more specific terms.
- Select the Focus box if you wish to limit your search to those documents in which your subject heading is considered the major point of the article.
- If your search did not map to a desirable subject heading, select the box Search as Keyword.
- If you select more than one term, you can combine them using a boolean operator (AND or OR).

- ❖ The **Explode** option means that you will search on this subject, plus any more specific subject terms from the thesaurus.
- ❖ The **Focus** option allows you to retrieve only those articles where this subject heading is the major focus of the article. If you wish, you can select both Explode and Focus.

6. Click on the **Continue** button

7. Subheading Display.

Tick “Include All Subheadings” (this is also the default option).

If required, you could select those subheadings that are most appropriate. However, beware of reducing your results too soon. **Then, click on the Continue button.**

The screenshot shows the Ovid search interface. At the top, there's a navigation bar with 'Search', 'Journals', 'Books', 'Multimedia', 'My Workspace', and 'What's New'. Below this, the search term 'exp Hand Disinfection' is entered. A dropdown menu for 'Combine with:' shows 'OR' selected. A red arrow points to the 'Continue' button. Another red arrow points to the 'Include All Subheadings' checkbox, which is checked. Below this, there are several subheading categories with checkboxes: 'ec - Economics', 'hi - History', 'is - Instrumentation', 'mt - Methods', 'st - Standards', and 'td - Trends'. The 'Include All Subheadings' checkbox is checked, and the 'Continue' button is visible.

8. Now you have a set of results for Hand Disinfection.

The screenshot shows the Ovid search interface. At the top, there's a navigation bar with 'Search', 'Journals', 'Books', 'Multimedia', 'My Workspace', and 'What's New'. Below this, the search history is displayed. A red arrow points to the search term 'exp Hand Disinfection/' in the search history. The search history table has columns: '#', 'Searches', 'Results', 'Type', 'Actions', and 'Annotations'. The first entry is '1 exp Hand Disinfection/' with 6154 results, Advanced type, and actions 'Display Results' and 'More'. Below the table, there are buttons for 'Save', 'Remove', 'Combine with: AND OR', 'Save All', 'Edit', 'Create RSS', 'Create Auto-Alert', 'View Saved', 'Email All Search History', 'Copy Search History Link', and 'Copy Search History Details'.

9. You can now enter your next search term Hand Hygiene into the Search Box. The system will map the term to the suitable subject heading

10. Repeat steps 5 to 7. You will then have results for Hand Hygiene added to the Search History.

The screenshot shows the Ovid search interface. At the top, there's a navigation bar with 'Search', 'Journals', 'Books', 'Multimedia', 'My Workspace', and 'What's New'. Below this, the search history is displayed. A red arrow points to the search term 'exp Hand Disinfection/' in the search history. The search history table has columns: '#', 'Searches', 'Results', 'Type', 'Actions', and 'Annotations'. The first entry is '1 exp Hand Disinfection/' with 6154 results, Advanced type, and actions 'Display Results' and 'More'. The second entry is '2 exp Hand Hygiene/' with 7787 results, Advanced type, and actions 'Display Results' and 'More'. Below the table, there are buttons for 'Save', 'Remove', 'Combine with: AND OR', 'Save All', 'Edit', 'Create RSS', 'Create Auto-Alert', 'View Saved', 'Email All Search History', 'Copy Search History Link', and 'Copy Search History Details'.

11. You can now enter your next search term (covid-19) into the search box. The system will map the term to the suitable subject heading.

The screenshot shows the Ovid search interface. At the top, there's a navigation bar with 'Search', 'Journals', 'Books', 'Multimedia', 'My Workspace', and 'What's New'. Below this, the search term 'covid-19' is entered. A red arrow points to the 'Include All Subheadings' checkbox, which is checked. Another red arrow points to the 'Continue' button. Below this, there's a table showing the mapping of 'covid-19' to the subject heading 'COVID-19'. The table has columns: 'Select', 'Subject Heading', 'Explode', 'Focus', and 'Scope'. The 'Select' column has a checked checkbox. The 'Subject Heading' column shows 'COVID-19'. The 'Explode' column has a checked checkbox. The 'Focus' column has an unchecked checkbox. The 'Scope' column has a checked checkbox. Below the table, there's a button for 'Continue'.

12. Repeat steps 5 to 7. You will then have results for Covid-19 added to the Search History.

The screenshot shows the Ovid Search History interface. At the top, there's a navigation bar with 'Search', 'Journals', 'Books', 'Multimedia', 'My Workspace', and 'What's New'. Below this, the 'Search History' section is titled 'Search History (3)'. It contains a table with the following data:

#	Searches	Results	Type	Actions	Annotations
1	exp Hand Disinfection/	6154	Advanced	Display Results More	
2	exp Hand Hygiene/	7787	Advanced	Display Results More	
3	exp COVID-19/	137354	Advanced	Display Results More	

Below the table, there are buttons for 'Save', 'Remove', and 'Combine with: AND OR'. At the bottom, there are buttons for 'Save All', 'Edit', 'Create RSS', 'Create Auto-Alert', 'View Saved', 'Email All Search History', 'Copy Search History Link', and 'Copy Search History Details'.

13. You can now enter your next search term (coronavirus) into the search box and repeat steps 5 to 7. You will then have results for Coronavirus added to the Search History.

The screenshot shows the Ovid Search History interface with four search sets. The table data is as follows:

#	Searches	Results	Type	Actions	Annotations
1	exp Hand Disinfection/	6154	Advanced	Display Results More	
2	exp Hand Hygiene/	7787	Advanced	Display Results More	
3	exp COVID-19/	137354	Advanced	Display Results More	
4	exp Coronavirus/	122362	Advanced	Display Results More	

The interface includes the same navigation bar, 'Search History (4)' title, and buttons for 'Save', 'Remove', 'Combine with: AND OR', and a bottom row of action buttons.

You now have four search sets:

- ❖ Set one and two for the first concept of Handwashing,
- ❖ Sets three and four for the second concept of Covid-19.

These search sets now need to be combined to obtain your final result.

14. To combine your search sets, please refer to the Search History.

We will first work on the **handwashing** concept as there are two terms for this.

The screenshot shows the Ovid Search History interface with the first two search sets selected. Red arrows point to the checkboxes in the first column of the table. The table data is as follows:

#	Searches	Results	Type	Actions	Annotations
<input checked="" type="checkbox"/>	1 exp Hand Disinfection/	6154	Advanced	Display Results More	
<input checked="" type="checkbox"/>	2 exp Hand Hygiene/	7787	Advanced	Display Results More	
<input type="checkbox"/>	3 exp COVID-19/	137354	Advanced	Display Results More	
<input type="checkbox"/>	4 exp Coronavirus/	122362	Advanced	Display Results More	

The interface includes the same navigation bar, 'Search History (4)' title, and buttons for 'Save', 'Remove', 'Combine with: AND OR', and a bottom row of action buttons.

Select both sets by clicking the boxes in the first column on the left hand side. A tick will appear once selected.

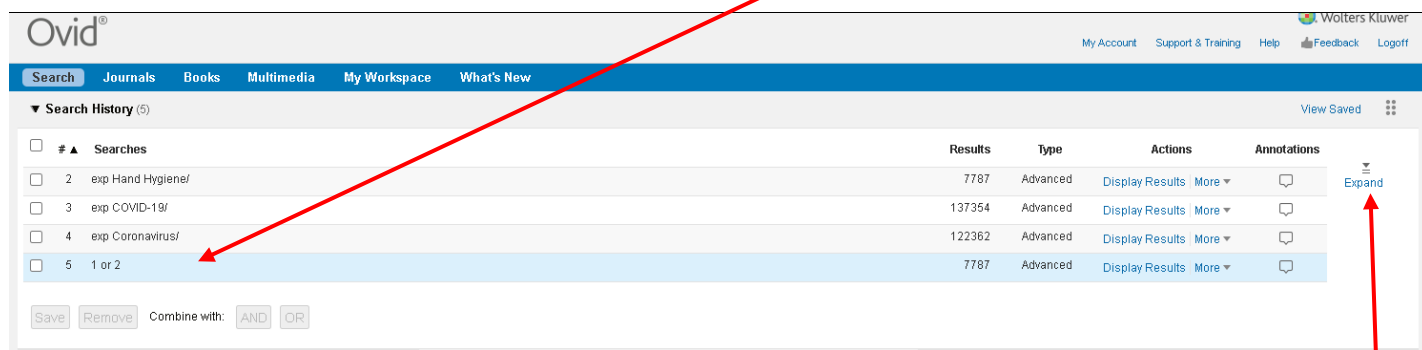
Combine with:

At the bottom of the Search History, you will see:

The OR operator is used when combining alternatives

Click on the  button.

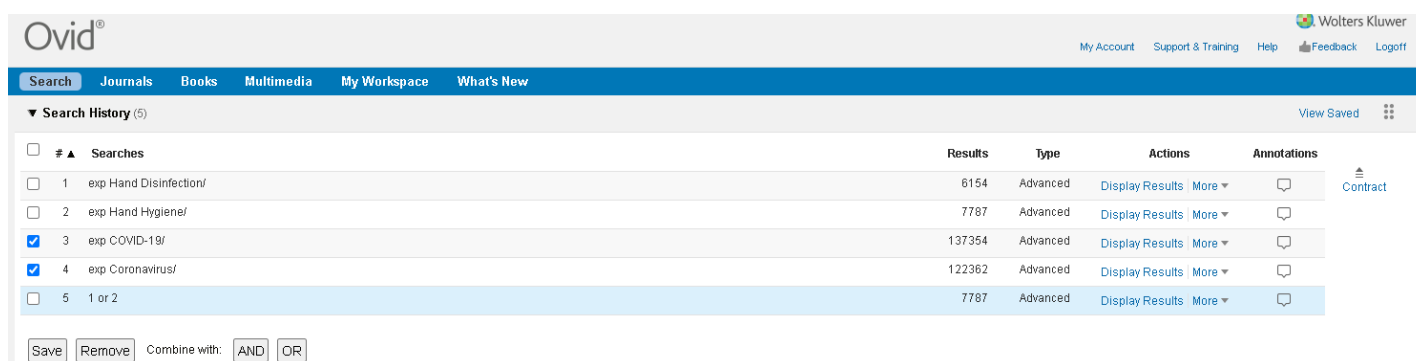
This gives you a set of records that contain either “Hand Disinfection” or “Hand Hygiene”.




#	Searches	Results	Type	Actions	Annotations
2	exp Hand Hygiene/	7787	Advanced	Display Results More	Annotations
3	exp COVID-19/	137354	Advanced	Display Results More	Annotations
4	exp Coronavirus/	122362	Advanced	Display Results More	Annotations
5	1 or 2	7787	Advanced	Display Results More	Annotations

Note: The search history defaults to display only 4 sets. To see all the sets in the search history, click on the link to Expand.

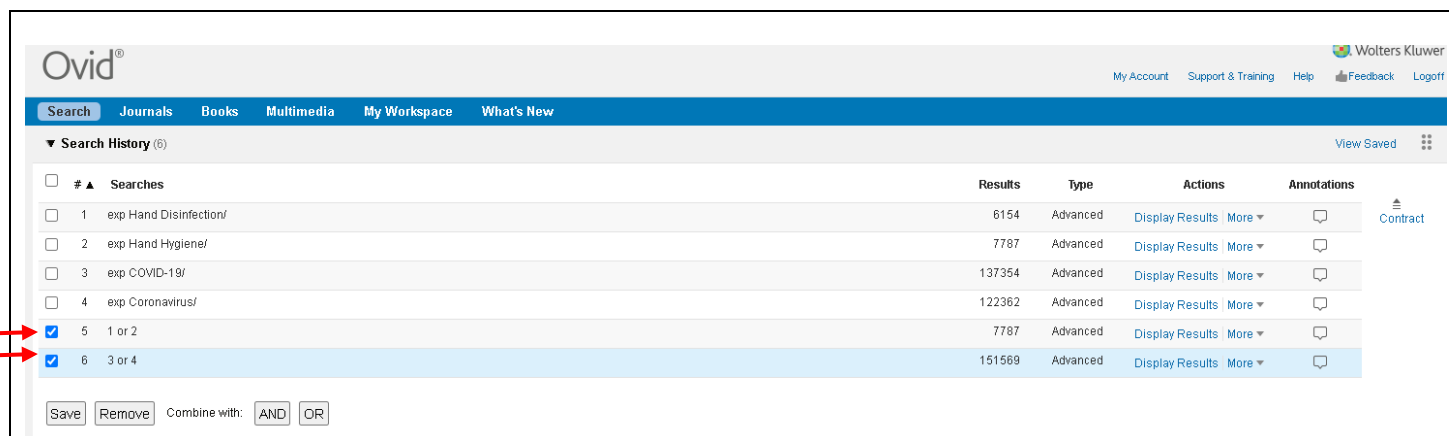
15. Repeat step 14 for the second concept, **covid-19**, as there are two terms for this. Select both sets by clicking the boxes in the first column on the left hand side.



#	Searches	Results	Type	Actions	Annotations
1	exp Hand Disinfection/	6154	Advanced	Display Results More	Annotations
2	exp Hand Hygiene/	7787	Advanced	Display Results More	Annotations
<input checked="" type="checkbox"/> 3	exp COVID-19/	137354	Advanced	Display Results More	Annotations
<input checked="" type="checkbox"/> 4	exp Coronavirus/	122362	Advanced	Display Results More	Annotations
5	1 or 2	7787	Advanced	Display Results More	Annotations

Click on the  button to combine

16. We can now combine the two concepts together.



#	Searches	Results	Type	Actions	Annotations
1	exp Hand Disinfection/	6154	Advanced	Display Results More	Annotations
2	exp Hand Hygiene/	7787	Advanced	Display Results More	Annotations
3	exp COVID-19/	137354	Advanced	Display Results More	Annotations
4	exp Coronavirus/	122362	Advanced	Display Results More	Annotations
<input checked="" type="checkbox"/> 5	1 or 2	7787	Advanced	Display Results More	Annotations
<input checked="" type="checkbox"/> 6	3 or 4	151569	Advanced	Display Results More	Annotations

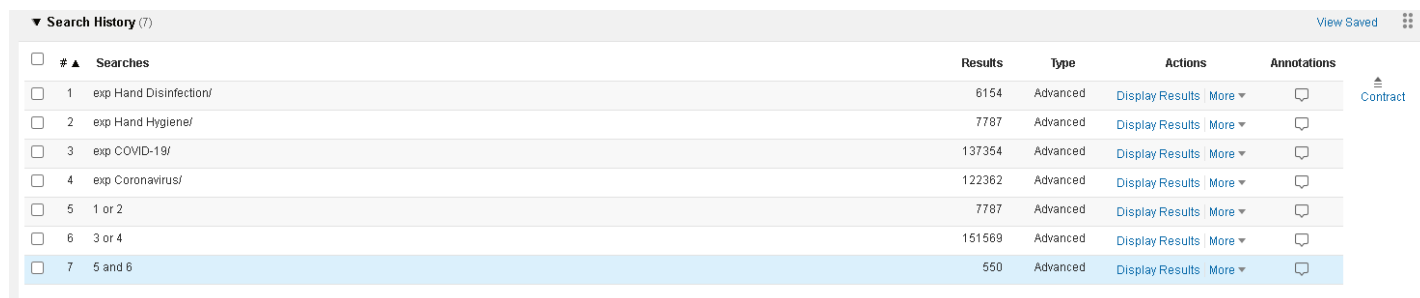
Select the relevant sets by ticking the boxes in the left hand column

At the bottom of the Search History, you will see:

Combine with: **AND** **OR**

The **AND** operator is used when putting concepts together.

Click on the **AND** button.

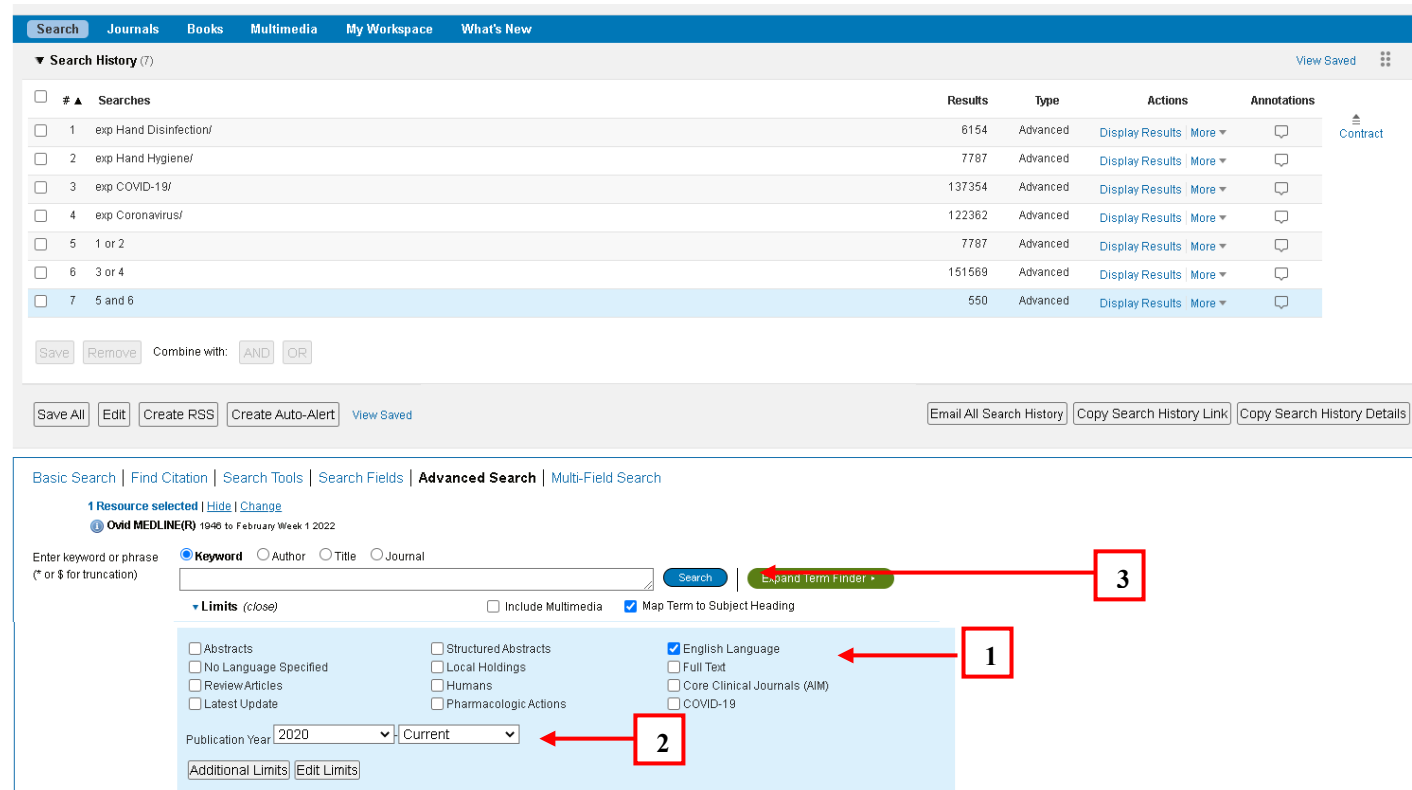


▼ Search History (7)					View Saved	⋮
<input type="checkbox"/>	# ▲	Searches	Results	Type	Actions	Annotations
<input type="checkbox"/>	1	exp Hand Disinfection/	6154	Advanced	Display Results More ▼	
<input type="checkbox"/>	2	exp Hand Hygiene/	7787	Advanced	Display Results More ▼	
<input type="checkbox"/>	3	exp COVID-19/	137354	Advanced	Display Results More ▼	
<input type="checkbox"/>	4	exp Coronavirus/	122362	Advanced	Display Results More ▼	
<input type="checkbox"/>	5	1 or 2	7787	Advanced	Display Results More ▼	
<input type="checkbox"/>	6	3 or 4	151569	Advanced	Display Results More ▼	
<input type="checkbox"/>	7	5 and 6	550	Advanced	Display Results More ▼	

This gives you a set of records that will contain both concepts. That is, set 7 now has results which will include (Hand Disinfection or Hand Hygiene) and (Covid-19 or Coronavirus).

17. You can limit the last set in the search history by using the Limits below the search box.

For example, in the following screen we have ticked English Language (1) and selected the years 2020 to current in the publication year boxes (2). After making your selections click on the search button (3) and the limits will be applied to the last set in the search history. In the example below, the limits will be applied to set 7.



Search Journals Books Multimedia My Workspace What's New

▼ Search History (7) View Saved ⋮

<input type="checkbox"/>	# ▲	Searches	Results	Type	Actions	Annotations
<input type="checkbox"/>	1	exp Hand Disinfection/	6154	Advanced	Display Results More ▼	
<input type="checkbox"/>	2	exp Hand Hygiene/	7787	Advanced	Display Results More ▼	
<input type="checkbox"/>	3	exp COVID-19/	137354	Advanced	Display Results More ▼	
<input type="checkbox"/>	4	exp Coronavirus/	122362	Advanced	Display Results More ▼	
<input type="checkbox"/>	5	1 or 2	7787	Advanced	Display Results More ▼	
<input type="checkbox"/>	6	3 or 4	151569	Advanced	Display Results More ▼	
<input type="checkbox"/>	7	5 and 6	550	Advanced	Display Results More ▼	

Save Remove Combine with: **AND** **OR**

Save All Edit Create RSS Create Auto-Alert View Saved

Email All Search History Copy Search History Link Copy Search History Details

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

1 Resource selected | [Hide](#) | [Change](#)

Ovid MEDLINE(R) 1946 to February Week 1 2022

Enter keyword or phrase (* or \$ for truncation)

☒ Keyword ☐ Author ☐ Title ☐ Journal

▼ Limits (close) ☐ Include Multimedia ☒ Map Term to Subject Heading

<input type="checkbox"/> Abstracts	<input type="checkbox"/> Structured Abstracts	<input checked="" type="checkbox"/> English Language
<input type="checkbox"/> No Language Specified	<input type="checkbox"/> Local Holdings	<input type="checkbox"/> Full Text
<input type="checkbox"/> Review Articles	<input type="checkbox"/> Humans	<input type="checkbox"/> Core Clinical Journals (AIM)
<input type="checkbox"/> Latest Update	<input type="checkbox"/> Pharmacologic Actions	<input type="checkbox"/> COVID-19

Publication Year: 2020 Current

[Additional Limits](#) [Edit Limits](#)

18. Click on the **Display Results** link next to the results you wish to view.

The first lot of results is **displayed**. The results are in citation format, and any links to full text, complete reference or abstract reference are displayed on the right hand side of the screen.

The screenshot shows a search results interface. On the left, there's a sidebar with 'Search Information' and 'Filter By' sections. The main area displays two search results. The first result is 'Determinants of hand-hygiene practices in India: reflections from the 76th round National Sample Survey, 2018.' by Biswas SS, Karmakar R. The second result is 'Hand hygiene and face mask wearing practices for COVID-19 prevention: a non-intrusive observation of patrons of community convenience shops in Accra, Ghana.' by Ameme DK, Odikro MA, Baidoo A, Dsane-Aidoo P, Nuvey FS, Jackson DG, Mohammed AG, Alemna F, Tender EK, Gharthey GNK, Wullar OG, Maximore L, Asamoah YK, Kenu E. The 'Full Text' link for the second result is circled in red.

Note: the Complete Reference is not the Full Text - it is a link to all the fields contained in the record for that reference. These fields include the citation, as well as a list of all the **subject headings** that have been applied to that citation. This can be a useful feature when searching for alternative terms for a concept.

Hint: To display the abstracts on your results page, click on this button (just above your first citation)

The screenshot shows the search results page with the 'Display Results' button (a button with three horizontal lines) and the '10 Per Page' dropdown menu.

19. To select a citation for printing, saving etc., tick the box next to it.

At the bottom of the page, use the **Next >** and **< Previous** links to go forwards and backwards through the results list.

20. When you've finished selecting your citations, click on the **Keep Selected** link.

This allows you to make a new set in the search history of the results that you selected.

The screenshot shows the 'Search History' page. It lists several searches with their results, types, and actions. The search 'from 8 keep 1-2, 7-8, 12, 14, 17' is highlighted in blue, and the 'Keep Selected' link is circled in red.

21. Output Choices



Output choices, **Print**, **Email**, **Export**, or **+ My Projects (Add to My Projects)** are at the top and bottom of each results page. Choose from the following:

Print:

- **Select Fields to Display:** Choose from preset options or create a custom list
- **Select Citation Style:** Choose from **Ovid Labeled Citation** or choose another style (APA, MLA, Chicago, etc.)
- **Include:** Tick **Search History** to include the search history.

Email:

To: type in address.

Add **Subject** title and Message (if required)

Consider also: Select Fields to Display, Select Citation Style, and Include Search History as mentioned above

Export:

- Use **Microsoft® Word** format for word processing
- Use **Citavi/EndNote®/ProCite®/Reference Manager®** for local reference management
- Use **Reprint/Medlars** for importing .txt files into EndNote

My Projects:

My Projects is a research organization area containing projects and folders where you may store text, results, citations, full text, graphics and many other items. **My Projects** also offers the output options (**Print**, **Email** or **Export**) and the option to **Remove** (delete) saved items if required.

To use My Projects, you will need to set up an account (see next section on Personal Account).

Select items using the checkboxes and choose the **+ My Projects** link at the top and bottom of each page and follow any prompts. You will need to create a project or select an existing project or folder.

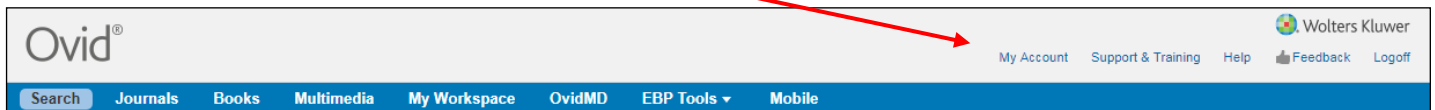
Or click the **My Projects** link next to each individual result or item.



22. Personal Account

A Personal Account provides access to **My Workspace** that contains **My Projects**, **My Searches & Alerts** and **My eTocs**. Your account also stores your annotations and any interface settings. If you wish to add to, or access any of these areas, you must login with your Personal Account ID and password.

Ovid displays a My Account link on the session



You will need to login to your personal account to access selected functions. Functions which require personal account login are:

- Saved Searches and Alerts
- My Projects
- Annotate items
- Retention of customized displays and settings

If you haven't created an account yet, you can create one using the "Create Account" link.


Personal Account Login

Personal Account Name:

Password:

Login

[Forgot Account Name or Password?](#)



Don't have an Account?

Use a Personal Account to save searches, create alerts and manage research.

[Create Account](#)

Once your Personal Account is set up, you will be able to access saved searches and other folders by clicking on the [My Account](#) link to login.

23. Saved Searches and Alerts

As you develop search strategies, you may want to save them for later use. Ovid lets you store search sets created during any search session, log off and return at a later time without having to retype each search set manually.

Save your searches by clicking the [Save All](#) button at the bottom of the *Search History* window.

Search Journals Books Multimedia My Workspace What's New

▼ Search History (9)

☐

▲ Searches


1

exp Hand Disinfection/

6154

Advanced

[Display Results](#) [More ▼](#)




2

exp Hand Hygiene/

7787

Advanced

[Display Results](#) [More ▼](#)




3

exp COVID-19/

137354

Advanced

[Display Results](#) [More ▼](#)




4

exp Coronavirus/

122362

Advanced

[Display Results](#) [More ▼](#)




5

1 or 2

7787

Advanced

[Display Results](#) [More ▼](#)




6

3 or 4

151569

Advanced

[Display Results](#) [More ▼](#)




7

5 and 6

550

Advanced

[Display Results](#) [More ▼](#)




8

limit 7 to (english language and y="2020 - Current")

525

Advanced

[Display Results](#) [More ▼](#)




9

from 8 keep 1-2, 7-8, 12, 14, 17

7

Advanced

[Display Results](#) [More ▼](#)



Save Remove

Combine with: AND OR

Save All Edit Create RSS Create Auto-Alert View Saved

Email All Search History Copy Search History Link Copy Search History Details

After logging in, fill in the following boxes to save your search:

10

Save Your Search or Create an Alert

Search name

Enter an easy to find title for this search

Type

Permanent

Comment

Optional

Add a description, you can change it later.

Cancel

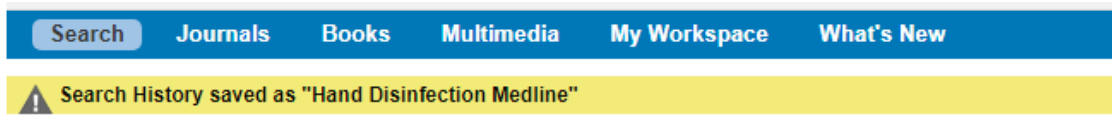
Save

1. Type a search name in the text box. (search name must not exceed 80 characters)
2. Type comments in the text box. (This is OPTIONAL)
3. The default search type is Permanent.
4. Click the Save button.

The different types of saved searches are:

- ◆ **Permanent** - Saves the search for as long as your site maintains a valid subscription. Use this option to save and rerun at another time.
- ◆ **Temporary** - Saves the search for a period of twenty-four hours, then deletes it.
- ◆ **AutoAlert** - Creates a search that runs automatically on a regular basis and emails results to designated recipients.

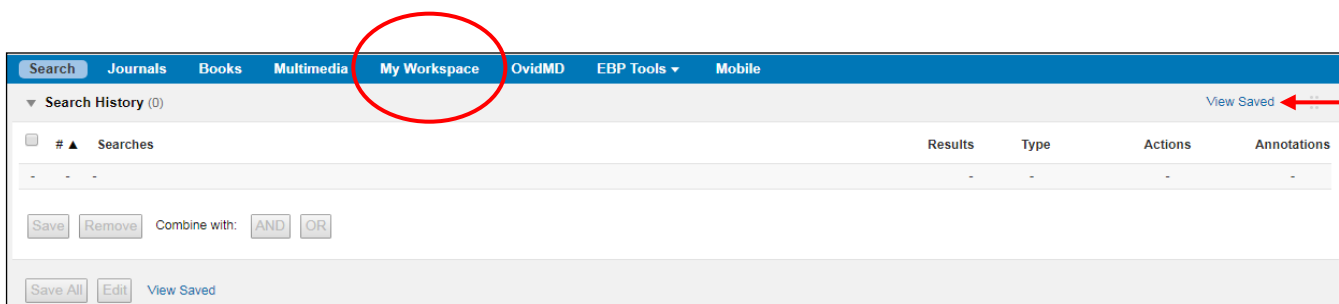
Ovid displays a confirmation message at the top of the Search page once you have saved your search. For example:



24. Accessing Saved Searches

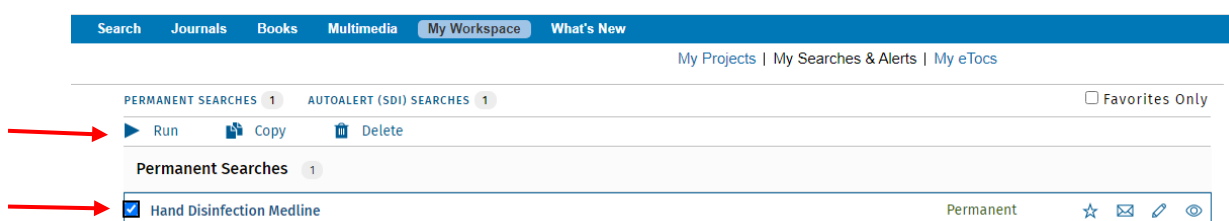
You may view and access your Saved Searches and alerts by clicking on [View Saved](#).

Alternatively you can click on [My Workspace](#). You may need to log in again if you have previously logged off.



When you select either of these options, the system will display all your saved searches organized by search type.

To access your saved search, tick the box next to it and then click on the [Run](#) button.



25. Keyword (Textword) Searching

If your subject heading search does not map to a suitable term, try searching with keywords (also known as textwords). Textword searching lets you search for the exact word or phrase in a chosen field such as title or abstract. It is useful for finding information about a concept that:

- has no appropriate subject heading
- might be very new to the literature
- has a very specific name, such as the GUSTO Trials

❖ Textword field searching

The textword command **.mp.** tells Ovid that you are looking for a textword and therefore bypasses the subject mapping system. The **.mp.** command will look for the word in the title, abstract, and as a subject heading word.

❖ Truncation & Wildcards

Textwords can be truncated to pick up various forms of a word. Truncation is useful if the textword or phrase can be expressed in a variety of ways. Use the asterisk ***** to indicate where the word should be truncated, followed by the **.mp.** command, to indicate that you want to search a textword, not a subject heading.

Wildcards can be used to find word/spelling variations.

- Use ***** at the end of a word or part of a word to retrieve unlimited suffix variations eg. disease* for diseases or diseased.
- Use **#** inside or at the end of a word to replace exactly one character eg. wom#n.
- Use **?** inside or at the end of a word to replace zero or one character eg. robot? or flavo?r.

Truncation example:

The following screen shows a textword search for **hypno*.mp.**

This will retrieve words such as hypnosis, hypnotic, hypnotism, hypnotise etc.

The screenshot shows the Ovid MEDLINE search interface. At the top, there are navigation links: Basic Search | Find Citation | Search Tools | Search Fields | **Advanced Search** | Multi-Field Search. Below these, it says "1 Resource selected | Hide | Change" and "Ovid MEDLINE(R) 1946 to February Week 1 2022". The search input area has a label "Enter keyword or phrase (* or \$ for truncation)". There are four radio buttons: **Keyword** (selected), Author, Title, and Journal. The search term "hypno*.mp." is entered in the text box. To the right of the text box is a "Search" button and an "Expand Term Finder" button. Below the text box, there is a "Limits (close)" dropdown and two checkboxes: "Include Multimedia" (unchecked) and "Map Term to Subject Heading" (checked).

❖ Title Field

If the textword field option is too broad, that is, too many results are retrieved; you can choose to search for a word in the title field. To perform a Title field search, select the radio button next to Title. Remember to use truncation for word variations.

For example:

The following screen shows a title field search for the truncated word **exercis***.

This will retrieve words such as exercise, exercised, exercises, exercising etc. in the title.

The screenshot shows the Ovid MEDLINE search interface. At the top, there are navigation links: Basic Search | Find Citation | Search Tools | Search Fields | **Advanced Search** | Multi-Field Search. Below these, it says "1 Resource selected | Hide | Change" and "Ovid MEDLINE(R) 1946 to February Week 1 2022". The search input area has a label "Enter title word or phrase to search.". There are four radio buttons: Keyword, Author, **Title** (selected and circled in red), and Journal. The search term "exercis*" is entered in the text box. To the right of the text box is a "Search" button and an "Expand Term Finder" button. Below the text box, there is a "Limits (close)" dropdown and two checkboxes: "Include Multimedia" (unchecked) and "Map Term to Subject Heading" (checked).

❖ Multi-Field Search

To access the **Multi-Field Search** area, click on the tab located next to Advanced Search.



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

1 Resource selected | [Hide](#) | [Change](#)

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You can use **Multi-Field Search** to search multiple terms in specific fields, and combine your terms using your choice of **AND** or **OR** Boolean operators.



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

1 Resource selected | [Hide](#) | [Change](#)

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AND	autism or autistic	Title
AND	hypno* or exercis*	Abstract
AND		All Fields

[Limits \(expand\)](#) [+ Add New Row](#) [Search](#)

Enter a word or phrase in the search box. Select a field to search from the adjacent pull down menu. Search a single term in a specific field, or enter a second or third term to be searched in specific fields in the search boxes provided. Remember to use truncation or wildcard symbols where appropriate.

Please ask a Librarian for any assistance with database searching.

26. Accessing the full text of your citations.

For those citations that do not have a full text link available, you will have to check with any supporting library service you can access.

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