

## OvidSP – Advanced Guide

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### What is OvidSP?

OvidSP is a collection of bibliographic databases, full-text journals and e-books which provide coverage of the literature relating to all aspects of health care and the social sciences.

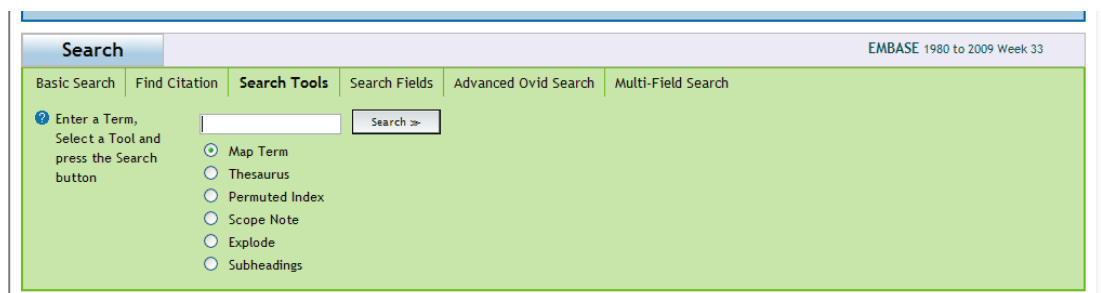
### Searching OvidSP

There are 6 different tab options, each of which matches a different way of searching the OvidSP databases.

**Basic Search:** this is covered in detail in the OvidSP starter guide.

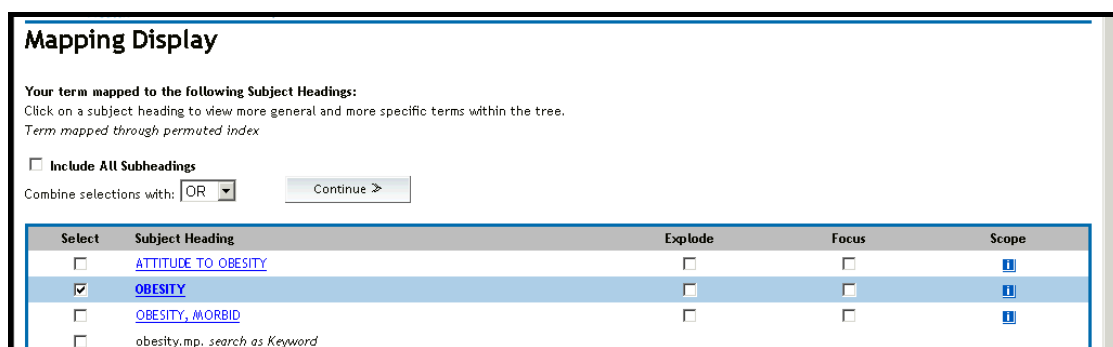
**Find citation:** This is useful if you are looking for a specific article but you only know part of the reference such as author, journal title or date.

**Search tools:** Use specialised database search tools, e.g. map term, tree, permuted index, etc to discover additional concepts for your term. Type a term into the search box, select a tool from the list below and click **Search**.



The screenshot shows the OvidSP search interface. At the top, there are tabs for 'Basic Search', 'Find Citation', 'Search Tools', 'Search Fields', 'Advanced Ovid Search', and 'Multi-Field Search'. The 'Search Tools' tab is selected. Below the tabs, there is a search box with the text 'Enter a Term, Select a Tool and press the Search button'. To the right of the search box is a 'Search >' button. Below the search box, there is a list of search tools with radio buttons: 'Map Term', 'Thesaurus', 'Permuted Index', 'Scope Note', 'Explode', and 'Subheadings'.

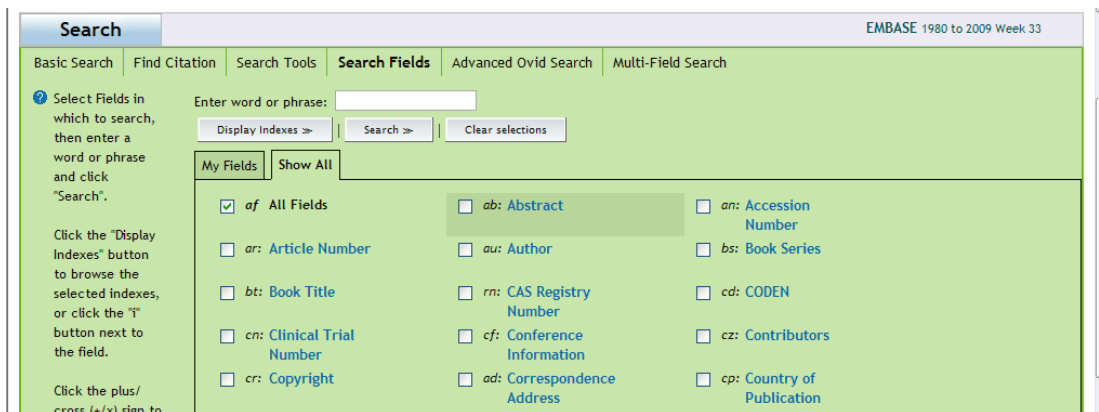
OvidSP then displays the term within that particular tool.



The screenshot shows the 'Mapping Display' interface. It displays the following text: 'Your term mapped to the following Subject Headings: Click on a subject heading to view more general and more specific terms within the tree. Term mapped through permuted index'. Below this text, there is a checkbox for 'Include All Subheadings' and a 'Continue >' button. Below the 'Continue >' button, there is a dropdown menu for 'Combine selections with:' set to 'OR'. Below the dropdown menu, there is a table with the following columns: 'Select', 'Subject Heading', 'Explode', 'Focus', and 'Scope'.

Select	Subject Heading	Explode	Focus	Scope
<input type="checkbox"/>	<a href="#">ATTITUDE TO OBESITY</a>	<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">I</a>
<input checked="" type="checkbox"/>	<a href="#">OBESITY</a>	<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">I</a>
<input type="checkbox"/>	<a href="#">OBESITY, MORBID</a>	<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">I</a>
<input type="checkbox"/>	obesity.mp. search as Keyword			

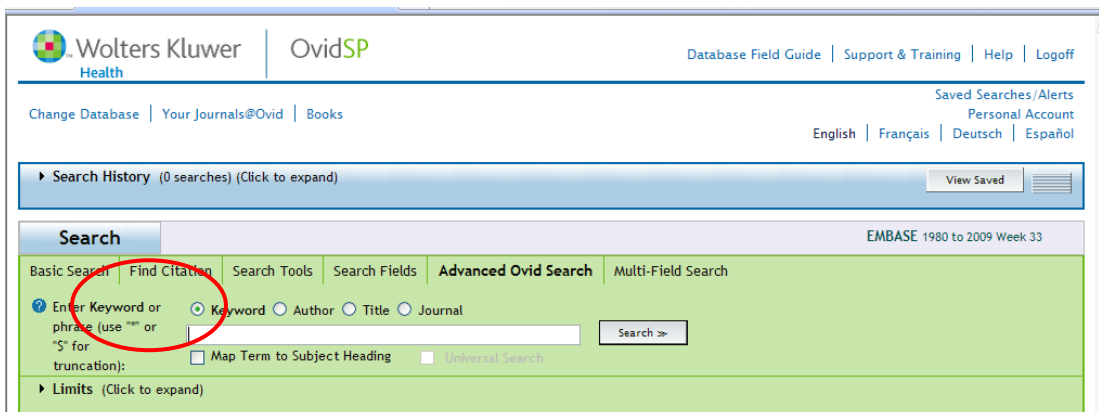
**Search fields:** Search the indexed fields of any database. Searching for information in specific fields can help to increase the precision of the search. You can look for articles written by a particular author, for keywords appearing only in the title or abstract fields etc.



**Multi-field search:** enables you to search using multiple search terms in different fields

### Advanced Ovid Search

In this section, you have more control than in Basic Search and can carry out more thorough and complex searches. Advanced Ovid Search defaults to keyword search, but you can also search by author, title, journal or subject headings.



### Keyword or free-text searching

In the example: *“Effective exercise intervention for preventing childhood obesity”* we can identify the following key concepts: 1. exercise 2. children 3. obesity

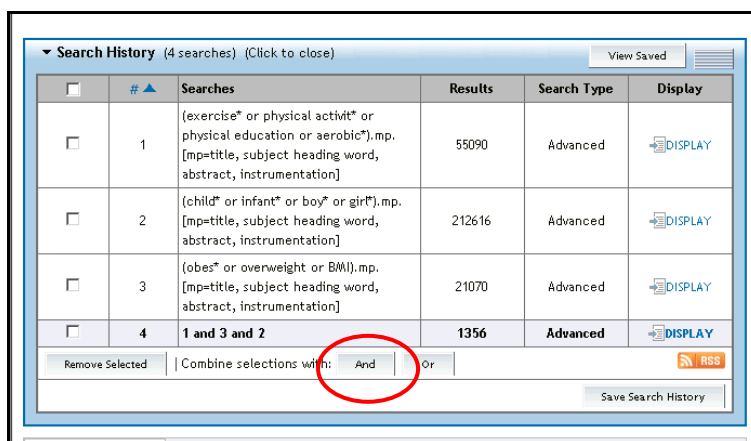
It is best to search for each concept separately and then combine the searches. To increase the number of references retrieved and not miss any potentially relevant articles, it is useful to consider all possible keywords that might describe each concept, i.e. related terms, synonyms, alternative terminology and spelling, etc. You can then link the similar concepts together with the Boolean operator **OR** to ensure that either or any of the terms is present. In our example we can search for:

1. exercise OR physical activity OR physical education OR aerobics
2. children OR infants OR boys OR girls
3. obesity OR overweight OR BMI

**Truncation** is a technique for retrieving all variant forms of a word. Type in the word stem plus the truncation symbol\* e.g. obes\* will retrieve both obese and obesity. Use with care as truncating can retrieve irrelevant information e.g. child\* would find childbirth as well as child, children or childhood.

## Search history

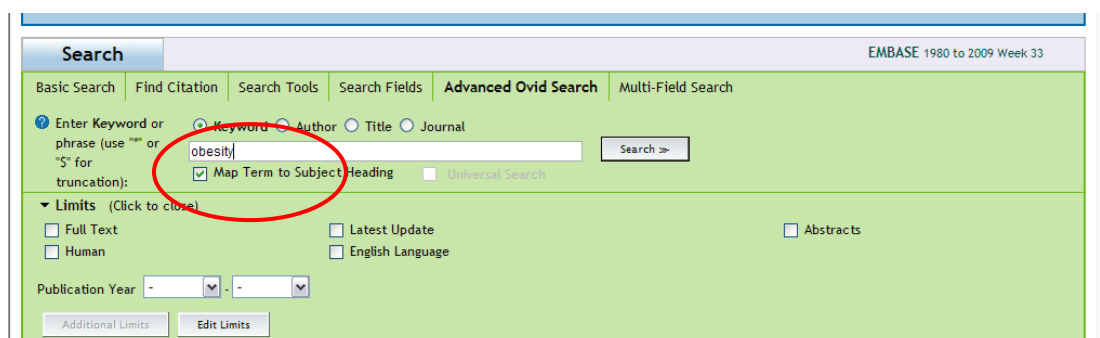
When you have run a separate search for each concept, click on the **Search History** link and you will see the results. In our example, we want to combine the different results to find articles which address all the topics of our query. To ensure that all terms are present, we link the different concepts together with **AND**. To do this, tick the box to the left of each search and click **AND**. You will see the results for your combined search in line 4.



If necessary, you can also combine searches with **OR** or delete individual searches by selecting the appropriate set and clicking on **Remove Selected**.

## Subject Heading Searches

Many databases use **subject headings**. This is a way of ensuring that all articles on a particular topic have standard descriptors or subject headings assigned to them, even if terminology varies between authors. To search using a particular database's preferred vocabulary, tick the **Map Term to Subject Heading** box. This option will direct (map) your keywords to the preferred search terms in the database. Mapping to subject headings is not possible when searching multiple databases. If the mapping does not produce an appropriate subject heading, use keyword searching instead.



Enter your first concept (single word or phrase) in the search box and click **Search**. This matches your search terms to those preferred by the database.

Your term mapped to the following Subject Headings:  
 Click on a subject heading to view more general and more specific terms within the thesaurus.  
 Term mapped through permuted index

Include All Subheadings

Combine selections with:

Select	Subject Heading	Explode	Focus	Scope
<input type="checkbox"/>	<a href="#">abdominal obesity</a>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="button" value="i"/>
<input type="checkbox"/>	<a href="#">diabetic obesity</a>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="button" value="i"/>
<input type="checkbox"/>	<a href="#">morbid obesity</a>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="button" value="i"/>
<input checked="" type="checkbox"/>	<a href="#">obesity</a>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="button" value="i"/>
<input type="checkbox"/>	<a href="#">obesity hypoventilation syndrome</a>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="button" value="i"/>
<input type="checkbox"/>	obesity.mp. search as Keyword			

The **Subject Headings** are linked to a hierarchy of terms. Click one of the subject headings to see the structured vocabulary display (tree) and any narrower terms.

You can choose to “explode” a subject heading. The system will search for records with that term OR the narrower term(s) thus widening the search to retrieve more references. In some databases it is possible to narrow your search by selecting “focus”. The system will find articles where the chosen term is a major concept.

Select the most appropriate term by ticking in the box to the left and then clicking **Continue**. If you are not sure which Subject Heading to select, use the **Scope** note buttons  on the right to see how the terms are defined.

### Subheadings

A search using subject heading terms can be more narrowly focused by selecting one, several or all Subheadings assigned to each subject heading.

### Displaying your Search Results

The first 10 results of your search are displayed automatically. Use the **Next Page** and **Previous Page** buttons to see more results. To view further details of the records, click on **View Abstract** or **Complete Reference**. Some articles are available in full text; just click on **Full Text** on the right of the screen. If full text isn't available through OvidSP, click on the  button to check the Library Catalogue for availability.

### Managing your results

You can select particular references to print, save or email by ticking the box to the left of each reference. Then go to the **Results Manager** section. Select the option you want from the Actions table and follow the on-screen instructions.

**Results Manager** (Click to close)

<p><b>Results</b></p> <p><input checked="" type="radio"/> Selected Results</p> <p><input type="radio"/> All on this page</p> <p><input type="radio"/> All in this set (1-1356)</p> <p>and/or Range: <input type="text"/></p> <p><input type="button" value="Clear Selected Results"/></p>	<p><b>Fields</b></p> <p><input type="radio"/> Citation (Title,Author,Source)</p> <p><input checked="" type="radio"/> Citation + Abstract</p> <p><input type="radio"/> Citation + Abstract + Subject Headings</p> <p><input type="radio"/> Complete Reference</p> <p><input type="radio"/> ASCII Full Text (if available)</p> <p><input type="button" value="Select Fields"/></p>	<p><b>Result Format</b></p> <p><input checked="" type="radio"/> Ovid</p> <p><input type="radio"/> BRS/Tagged</p> <p><input type="radio"/> Reprint/Medlars</p> <p><input type="radio"/> Brief (Titles) Display</p> <p><input type="radio"/> Direct Export</p> <hr/> <p><input type="checkbox"/> Include Search History</p>	<p><b>Actions</b></p> <p><input type="button" value="Display"/></p> <p><input type="button" value="Print Preview"/></p> <p><input type="button" value="Email"/></p> <p><input type="button" value="Save"/></p>
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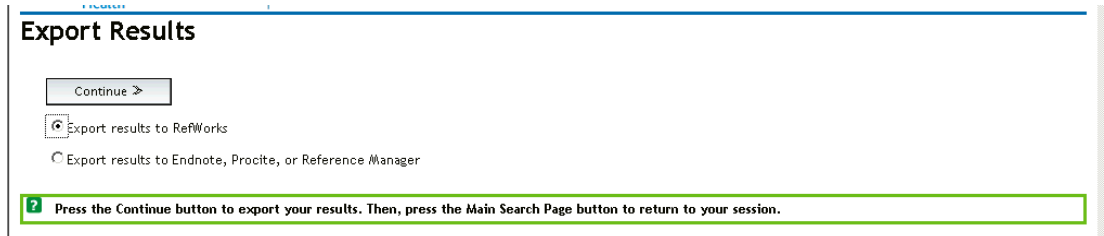
**Sort Keys**

Primary:

Secondary:

## Exporting search results

You can export references to reference management software, e.g. RefWorks. It is useful to have RefWorks open in another window before you export your results. Select the references you want to export. In the **Results Manager** column, choose which fields you wish to include, tick **Direct export** and then **Save**. At the next screen select **Export results to RefWorks** and **Continue**:



**Export Results**

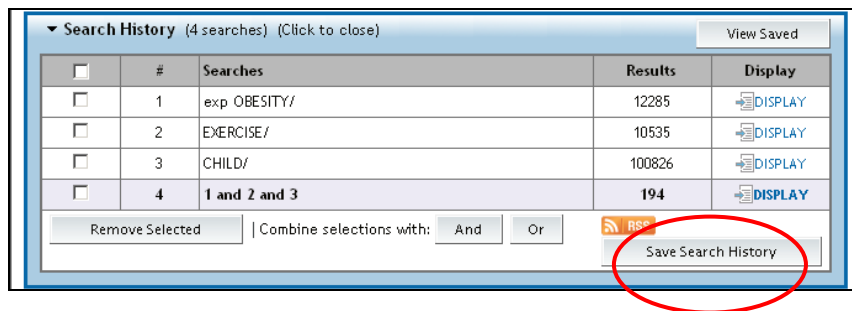
Export results to RefWorks

Export results to Endnote, Procite, or Reference Manager

**?** Press the Continue button to export your results. Then, press the Main Search Page button to return to your session.

## Saving searches

To save a search to re-run at a later date, click on **Save Search History** in the Search History box.

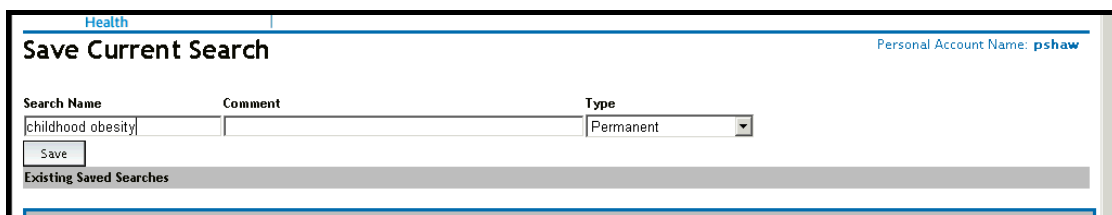


▼ Search History (4 searches) (Click to close)

<input type="checkbox"/>	#	Searches	Results	Display
<input type="checkbox"/>	1	exp OBESITY/	12285	<input type="button" value="DISPLAY"/>
<input type="checkbox"/>	2	EXERCISE/	10535	<input type="button" value="DISPLAY"/>
<input type="checkbox"/>	3	CHILD/	100826	<input type="button" value="DISPLAY"/>
<input type="checkbox"/>	4	1 and 2 and 3	194	<input type="button" value="DISPLAY"/>

| Combine selections with:

You can then either log into your personal account, or if you haven't already got one, create an account. Give your search a relevant name, add any comments such as the date and save it as a permanent search.



Health Personal Account Name: pshaw

### Save Current Search

Search Name  Comment  Type

Existing Saved Searches

You will see a message telling you that your search has been saved. You will then be able to log into your personal account to re-run this search at a later date.

**This guide can be made available in alternative formats on request.**

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