



## OvidSP Frequently Asked Questions

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### **Q: What is OvidSP?**

A. OvidSP- a powerful, complete research solution provides fast, easy access to critical information and productivity tools to effectively manage search strategies and research projects. OvidSP simplifies the search process without losing the precision that satisfies complex, fast searches.

All of OvidSP's features and functionality are designed based on direct feedback from our customers and their end users.

Natural language searching across journals, books, and databases, enhanced search modes, additional functionality in the results display, search aids, and new productivity tools are among the key features of OvidSP.

### **Q: Is the interface available in languages besides English?**

A: Yes. The OvidSP interface is available in English, French, German, Spanish, Simplified Chinese, Traditional Chinese, Japanese and Korean.

## General Questions: Searching

### **Q: What are OvidSP's search features?**

A: OvidSP makes searching easier, faster, and more intuitive.

- **Free Text/Natural Language Processing (NLP):** Users can enter free text in the form of a complete question into the Basic Search box. No knowledge of command-line syntax is required. OvidSP parses the search string using Natural Language Processing technology. A key feature in OvidSP is the ability to search all resources—journals, books, databases—simultaneously, using NLP.
- **Check Spelling:** OvidSP alerts users when a search term is misspelled so it can be corrected and desired results found more quickly.
- **Results Ranked by Relevance:** When conducting a search in Basic Search mode, OvidSP returns both text and multimedia results in order of their relevance to the user's search query.
- **Boolean Support:** Users can conduct searches with Boolean operators, including AND, OR, NOT, and both the asterisk (\*) wildcard and dollar (\$) wildcard character.
- **Search Options:** Users can use the Advanced Search for command-line searching or choose Basic Search for natural-language searches.
- **Search Modes:** Links at the top of the screen allow users to select their preferred search mode quickly, including:
  - **Basic Search:** Free text/natural language search.
  - **Find Citation:** A fielded search mode in which users enter values for particular fields, including digital object identifiers (DOIs) and unique identifiers (like PubMed IDs) to find a specific citation.
  - **Search Tools:** Single-click access to subject search tools, including map term, tree, permuted index, scope notes, explode, subheadings, classification codes, and more.
  - **Search Fields:** Users click this tab to search all available database fields, including Abstracts, Author Name, ISSN, and much more.
  - **Multi-Field Search:** Combine search terms using multiple search fields in one step.
  - **Advanced Search:** Search using command-line searching.

**Q: In Basic Search, can you search multiple terms on one line like PubMed?**

A: Yes, OvidSP's Basic Search is best used when entering an entire question or statement for the search query. For more information on Basic Search, please visit our [Ovid Resource Center](#).

**Q: What is considered Multimedia on OvidSP?**

A: On OvidSP, multimedia assets are defined as video, podcasts and images.

**Q: How do I access Multimedia?**

A: There are two ways to access multimedia:

- Perform a traditional full text search (available in both Basic and Advanced Search). Users must check the "include multimedia checkbox" ; they can filter or expand to view only Multimedia results.
- Direct access from a specific Browse Multimedia tab; a dedicated multimedia database has been built.

**Q: What is OvidOpenAccess?**

A: OvidOpenAccess is a collection of high quality and freely available medical content available on the OvidSP platform. Currently, the Open Access content on OvidSP consists of Open Access from Medknow Publications as well as Open Access content from Pubmed Central

**Q: How do I access OvidOpenAccess?**

A: When you perform a Basic Search in OvidSP, a widget containing five relevant Open Access results will display along the right hand side of the results display. This widget can be opened or closed using the small button at the top, and you can expand to view all Open Access results by clicking the "View All Open Access Results" link at the bottom of the widget.

## General Questions: Results Management, Search History and Workflow Tools

**Q: What options are offered in the search results display and for results management?**

A:

- **Sorting Results:** OvidSP sorts results records in an intuitive, easy-to-use pull-down box that sorts results quickly based on available database fields.
- **Relevancy Ranking:** In the Basic Search mode, OvidSP ranks results from any database by relevancy of the user's search. Ovid uses a star ranking: 5 stars highlight the most relevant results.
- **Annotate Results:** OvidSP lets users create, view, and edit annotations that appear as electronic "yellow sticky notes" that stay with their results.
- **Inline Abstracts:** Users can expand or collapse citation abstracts for efficient viewing of records in the search results display.
- **Similar Articles/Multimedia:** When available, OvidSP includes a Find Similar link in a record's complete reference display.
- **Multi-file De-Duplication:** Users will be able to de-duplicate multi-file results.
- **Search History box:** Can be placed either above or below the search box for easier viewing.

**Q: What are OvidSP Results Tools?**

A: OvidSP's Results Tools are intuitive, widget-based results management and information features

- **Search Transparency:** OvidSP's Search Information shows what terms were used to retrieve results from a search, displaying synonyms and spelling variants. In addition, the number of returned results are displayed, as well as the option to sort results and customize the display of results (moved from the results header).
- **Narrow or Broaden Terms:** OvidSP's Filter By allows users to narrow their search by rank (Basic Search only), Year of publication, subject, author, journal, and more without the

need to execute new queries or apply Limits. Additional filters can be applied to Multimedia results including Duration, Media Type and Subject/Category. Once the desired results are obtained, users may select the Add to Search History button to apply the selected criteria to the Search History. To broaden a search, users may choose to include related terms.

- **My Projects:** Allows users to add items to a project by dragging and dropping citations to a project; create new projects while in a search mode; and navigate to specific projects. For more information on My Projects, please go [OvidSP Resource Center](#).

**Q: What are eTOCs?**

A: OvidSP's eTOCs (electronic table of contents) track and alert users to newly loaded journal issues. When a user subscribes to an eTOC RSS feed, the feed automatically populates your RSS reader with recently loaded table of contents for the subscribed journal. When a user subscribes to an eTOC via email, the table of contents of recently loaded journals will be delivered via email.

**Q: How does deduplication work?**

A: Select a search statement from the Search History and click the Remove Duplicates button. You may also select preferences for which de-duplicated results to keep, as well as review the duplicate results. You may also use the Remove Duplicates icon in the results header.

**Q: Do you provide cover images?**

A: Yes, where available, OvidSP displays journal and book covers.

**Q: Once I annotate a search result record, can I edit it?**

A: Yes, users can edit or delete any of their own Annotations, but not the Annotations of others.

**Q: Will Ovid work with EndNote® so that OvidSP is a filter available to be imported by the software?**

A: Yes.

**Q: Can you export annotated records to EndNote?**

A: Yes. The ability to export annotations to EndNote is supported.

**Q: Can you export records to EndNote Web?**

A: Yes. To export citations to EndNote Web, use the export feature and select the RIS format, and upload to Endnote Web.

**Q: Can I use diacritics in Annotations?**

A: Yes. OvidSP's annotation functionality supports the use of unicode characters.

**Q: What does OvidSP offer for Managing Accounts and Reporting tools?**

A:

- **Session Recovery:** Users can recover a session based on their Personal Identification Number (PIN).
- **Shibboleth and Athens Compliance:** OvidSP supports both Shibboleth and Athens authentication.
- **Usage Statistics Reporting:** OvidSP tallies COUNTER 3/SUSHI compliant usage statistics for administrative viewing.

**Q: In a session recovery, is the whole session or just the last search recovered?**

A: OvidSP's session recovery retrieves all search statements in their original order.

**Q: *What is My Projects?***

A: My Projects is OvidSP's resource management and organization tool. Users can use My Projects to set up projects and folders and use them to organize citations, videos, images, Text Snippets, uploaded files, and more. For more information about My Projects, please reference a separate FAQ document available at on our Resource Center at: <http://resourcecenter.ovid.com>.

## Training

**Q: *Does Ovid provide training materials?***

A: Yes. Ovid's professional training staff provides site administrators with WebEx training sessions; some of the sessions will be open to users. In addition, we provide updated Quick Reference Cards and Guides. Please check the [OvidSP Resource Center](#) for updates on these materials and the pre-registration for all online WebEx training sessions.

**Q: *How can I update all of my customized Ovid training material?***

A: To support your on-site training, Ovid provides fact sheets, screenshots, online tutorials, and other materials available on the [OvidSP Resource Center](#).

## Technical Questions

**Q: *Are there any specific browser or technical requirements for OvidSP?***

A: OvidSP is designed to work well at 1024x768 or higher. We support the following browsers:

- IE 6.x (Multimedia is not supported in IE6 in non-JavaScript mode.)
- IE 7.x
- Firefox 3.x +

**Q: *What version of RSS does OvidSP support?***

A: OvidSP supports RSS 2.0.

**Q: *Does OvidSP support Safari for the Macintosh?***

A: OvidSP does not currently support Safari.

**Q: *What other browser capabilities do I need for OvidSP?***

A: Ovid provides the following:

- Configure pop-up blockers to allow popups from \*.ovid.com.
- Install a plug-in for viewing PDF files.
- Enable your system to view video/mpeg, video/mov, video/avi, audio/wav, and other common multimedia file formats.
- Enable JavaScript when using OvidSP for an optimal experience; this is a common occurrence.

**Q: *What is My Account?***

A: My Account is OvidSP's Personal Account feature. Personal Accounts allow users to save work and customize elements of OvidSP. For example, users of personal accounts may:

- Save search strategies and set up alerts for those strategies
- Create projects and folders in the My Projects area
- Customize different elements to the OvidSP interface such as widget state and location, Search History location, search mode selection, results display, and more

For more information on Personal Accounts, please visit the OvidSP Resource Center, or contact your Ovid Support technician.