

## Opening an OvidSP Session

- Open the OvidSP URL <http://ovidsp.ovid.com/autologin.cgi> with a browser or
- Follow a link on a web page or
- Use **Athens** or **Shibboleth** access

## Select Resources to Search

- Select one resource by clicking on its name or
- Select several (or a **Group**) by clicking the checkboxes and **Select Resources** button
- To add external resources, include **Ovid Universal Search** sources
- To select different resources after starting your search, choose **Change**, then in **Selected Resources**, choose new **Ovid Resources** (or **Universal Search**) and **Select Resource(s)** or **Select Resource(s) & Run Search** if required



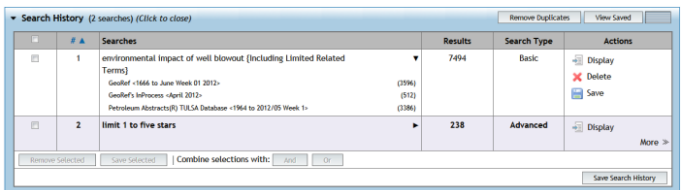
## Main Search Page

- Choose **Search** on the **Main Navigation Bar** then select a search mode



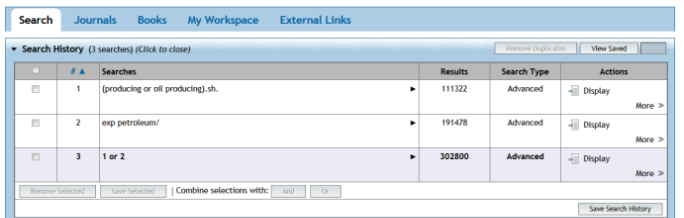
## Basic Search

- Enter a complete topic or question, and click **Search**
- Select **Include Related Terms** to broaden your search
- Filter By **Relevancy** to select 5 star results
- Add **Limits** or **Filter By** criteria as desired
- Note:** Change **Sort By** from **SCORE** (sorted by relevance) to **Year of Publication** (descending) to see the most recent results.



## Advanced Search

- Enter each individual subject word/phrase and click **Search**. **Mapping** will suggest terms from the database vocabulary (when available)
- Use **Keyword** (.mp.) containing Title, Abstract, Subject Headings (or Full Text) and other fields for a general subject search
- Searching **Author**, **Title** (of article) or **Journal Name** is also possible
- Use the checkboxes to combine the required subjects with the **AND** or **OR** operator buttons, or enter the operator **NOT**



## Operators

Four operators are available to combine terms:

- **OR** gathers together lists of terms, e.g. Australia or Texas; 2 or 3
- **AND** finds where terms occur together, e.g. oil and gas; 1 and shale.sh.; 4 and 5
- **NOT** removes a term, e.g. petroleum not pollution; 1 not 2
- **adjX** locates terms which are within X words of each other in either direction, in a sentence or in a paragraph

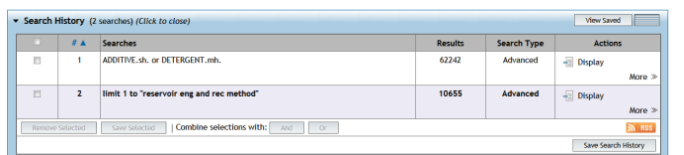
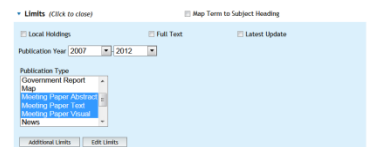
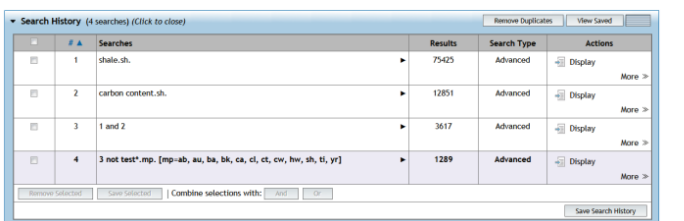
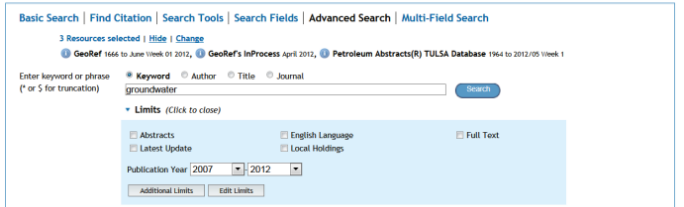
**Note:** *adjX* does cross paragraphs. Phrase searches search words in the order entered (except for stopwords/reserved words).

## Truncation and Wildcards

Truncation or wildcard symbols find variations in spelling in **Advanced Search** or

**Multi-Field Search** modes:

- Use \* or \$ or : at the end of a word, or part of a word, to retrieve unlimited suffix variations e.g. computer\* for computer, computers, etc. Add a number to restrict to a certain number of characters e.g. explorat\*5
- Use # inside or at the end of a word to replace exactly one character e.g. wom#n
- Use ? inside or at the end of a word to replace zero or one character e.g. well? or colo?r
- Note:** Operators, Truncation, and Wildcard symbols are not valid in **Basic Search** mode.



### Limits

Limits restrict search results to selected criteria. Limits are specific to the database(s) selected. Commonly used limits are available from the Main Search Page. All limits are made available by clicking the Additional Limits button.

### Find Citation (when available)

Find Citation searches any combination of title, journal, author, volume, issue, page, publication year, publisher, unique identifier, (accession number) or DOI.

### Multi-Field Search

- Enter multiple terms and search in all or specific fields
- Combine using the AND, OR or NOT operators
- Use truncation or wildcard symbols to search singular or plural forms or spelling variations
- Click + Add New Row to add additional search boxes

### Search Tools (when available)

Searches the database vocabulary. Enter a subject word or phrase, select a dropdown tool and click **Search**. Tools vary by database. Examples include:

- **Map Term:** suggests subject terms within the database tree or thesaurus
- **Tree or Thesaurus:** locates a subject within the database tree or thesaurus structure
- **Permuted Index:** allows you to enter a single term and view an index of multi-word terms that include the word as well as associated "see" and "see related" terms

Other search tools offer insights into subheadings, subjects, subject classifications or publications, depending on the database(s) selected.

### Search Fields

Searches (or browses) within resource fields. Enter a word or phrase, select one or more fields, and choose to **Search** or **Display Indexes >** (browse) entries (when available). **Clear Selected** cancels choices. When displaying the indexes, a two-letter field label appears next to each term. Select all relevant entries and click **Search for Selected Terms**.

### Search History

Searches, results, and search types are listed in the **Search History** window. Combine search statements by clicking checkboxes and selecting the operators **AND** or **OR** in **Advanced Search** mode, or by entering the search statement numbers and operator in the search box (e.g. 1 not 2). Delete searches using the checkboxes and **Remove Selected** button. Refine results or add to your search by using **Results Tools** on the left of the search results display.

### Search Results

To view the results from the most recent search, scroll down the page or select **Display** to view any search result.

- Results appear in a **Citation** display, including Author, Title and Source information
- The **View** menu changes display to **Title** or **Abstract**
- If the citation includes an abstract, a **View Abstract** link is offered to view the abstract inline
- To the right of each title, **Abstract Reference**, **Complete Reference**, **Ovid Full Text** (or **Full Text**) links may be available
- Links to **Document Delivery**, **External Link Resolvers**, and **Library Catalogs** may be added by the administrator
- To find related records, select the **Find Similar** or **Find Citing Articles** links (when available)

### Ovid Universal Search Results (when available)

**Universal Search** results are next to the OvidSP search results. View results in either the **combined tab** (selected sources together) or **multiple tab** (separate sources) views. Options include sorting or deduplication, linking to source results, annotating citations, and linking to full text (when available).

## Print, Email, Export, and My Projects

Output choices are at the top of each results page: **Print, Email, Export, or Add to My Projects**. Select results then an output icon. Select individual citations using the checkboxes, or **Select All** at the top of the page.



### Print:

- **Select Fields to Display:** Choose preset fields lists or select a custom list
- **Select Citation Style:** Use **Ovid Labeled Citation** for print, email, or export to reference management software or choose another style (APA, MLA, Chicago, etc.)
- **Include:** Choose **Search History** to include the search strategy, **Annotations** to include notes, **URLs to Ovid full text** to link into OvidSP results or full text

### Email:

- Insert **From** and **To** addresses, separating multiple addresses with a comma; add **Subject** title and **Message** (if required)

### Export:

- Use **Microsoft Word** format for word processing
- Use **PDF** as a document exchange format
- Use **.txt** for text file output
- Use **Excel Sheet** to output to an xls spreadsheet file
- Use **Citavi/EndNote®/ProCite®/Reference Manager®** for local reference management
- Use **RefWorks** for online reference management
- Use **RIS** format for Reference Manager and EndNote Web
- Use **BRS/Tagged, Reprint/Medlars** for older RM formats
- **Delimited** or **XML** are database import formats

Add materials to **My Projects** by dragging them into the **My Projects** area in **Results Tools**, or by clicking the **Add to My Projects** button (and following prompts). Items can be added from other sites using the **Ovid Toolbar**. **My Projects** is a structured storage area containing projects and folders where you may store text, results, citations, full text, graphics etc. **My Projects** offers the same output options as results (**Print, Email, Export**) and the option to **Remove** (delete) saved items.

| Name          | Items | Modified    |
|---------------|-------|-------------|
| Distribution  | 134   | 2012-May-03 |
| Manufacturing | 204   | 2012-May-03 |
| Mining        | 26    | 2012-May-03 |
| Pipelines     | 122   | 2012-May-03 |

Wolters Kluwer Health | OvidSP

My Account | My PayPerView | Ask A Librarian | Support & Training | Help | Logout

Search Journals Books My Workspace External Links

My Projects My Searches & Alerts My eToCs Install Toolbar

Search terms entered: All Projects Search

Manage Projects

| Name          | Items | Modified    |
|---------------|-------|-------------|
| Distribution  | 134   | 2012-May-03 |
| Manufacturing | 204   | 2012-May-03 |
| Mining        | 26    | 2012-May-03 |

Archived Projects

| Name            | Items | Modified    |
|-----------------|-------|-------------|
| Deleted Folders |       | 2011-Sep-19 |
| Deleted Items   |       | 2011-Sep-19 |

0.0 of 50MB Storage used

Trash

Empty Trash now

Messages that have been in Trash more than 30 days will be automatically deleted

Deleted Folders 2011-Sep-19

Deleted Items 2011-Sep-19

0.0 of 50MB Storage used

Trash

Empty Trash now

Messages that have been in Trash more than 30 days will be automatically deleted

Deleted Folders 2011-Sep-19

Deleted Items 2011-Sep-19

0.0 of 50MB Storage used

1 Folder(s) 26 Item(s)

Select All Print Email Export Remove

Sort By: 10 Per Page 1 2 3

1. The age of the Dunkard; have we learned anything in 120 years?  
Blake, Bascombe M.; Gillespie, William H.  
Abstracts with Programs Geological Society of America. 43; 1, Pages: 125; 2011.  
Book Title  
Geological Society of America, Northeastern Section, 46th annual meeting; Geological Society of America, North-Central Section, 45th annual meeting  
Book Author  
Anonymous  
View Abstract  
AB The age of the youngest strata in the Appalachian Basin, the Dunkard Group, has been contested since the late 1800s. Age estimates range from Late Pennsylvanian to Early Permian, depending on the biostratigraphic

Abstract Reference  
Complete Reference  
Find Citing Articles  
Document Delivery  
Internet Resources

**Further Information:** Consult the Database Field Guide (follow Selected Resources link) for more information about resources. **Help** about the software is available on most pages, opening to information about the most recent page, and allowing chapter browsing on the left. Links to training resources and language options are available at the bottom of each page.

For more information about Ovid products see <http://www.ovid.com>; for training materials and documentation see <http://resourcecenter.ovidsp.com>