

CINAHL (via Ovid): Introduction to Searching

Ovid is a collection health sciences databases provided by Ovid Technologies, Inc. and purchased by the Ehrman Medical Library. The Cumulative Index to Nursing & Allied Health (CINAHL) database provides authoritative coverage of the literature related to nursing and allied health and is licensed to Ovid Technologies, Inc. More than 1600 journals are indexed regularly, including virtually all English-language nursing journals, as well as the publications of the American Nurses Association and the National League for Nursing. The database also provides access to healthcare books, nursing dissertations, selected conference proceedings, standards of professional practice, educational software and audiovisual materials. Primary journals are indexed from the following allied health fields: cardiopulmonary technology, physical therapy, emergency service, physician assistant, health education, radiologic technology, medical/laboratory, technology therapy, medical assistant, social service/health care, medical records, surgical technology and occupational therapy. There are more than 18,000 records with full text now included and 1200 records with images. Coverage is from 1982 to present

Connecting (NYUMC Faculty, Staff, and Students)

via MEDCat	via E-Resources
<ul style="list-style-type: none"> Go to the Ehrman Medical Library homepage http://library.med.nyu.edu Under the "Handy Resources" section, click on MEDCat. Click on "Title" search Type in "CINAHL" Click on the hypertext link: Connect to: CINAHL 	<ul style="list-style-type: none"> Go to the Library's homepage, http://library.med.nyu.edu. Under E-Resources, select Biomedical Databases. Click the CINAHL (Ovid) link in the list of results.
Remote Access If you are using this resource remotely, enter your NYU SOM/Medical Center id/password when prompted.	


Searching



The default search screen for CINAHL, and all Ovid databases available via Ehrman Medical Library, is the keyword/subject search in **Advanced Search** mode. Advanced searching allows you to exercise more control over search strategies and offers a level of increased functionality for manipulating searches.

Advanced keyword searching will automatically map your terms to the controlled vocabulary used in the database, the CINAHL Tree, if the "Map Term to Subject Heading" box is checked. (70% of the CINAHL headings are also NLM MeSH headings, supplemented with over 2,000 unique terms related to nursing and allied health.) It is recommended that you allow the system to perform this function as the use of controlled vocabulary generally ensures more precise and relevant results by providing a consistent way to retrieve information that may use different terminology for the same concept. CINAHL terms are also arranged hierarchically in "Trees," which allow you to move easily and logically to more general or more specific terms to use in your search strategy.

Creating Search Sets:

1. Make sure that the "Map Term to Subject Heading" box is checked. Type in a word or phrase representing your primary concept.
2. Click the **SEARCH** button, or press the <Enter> key on your keyboard. A "**Mapping Display**" screen will display indicating the controlled vocabulary terms that match your term(s). By clicking on the subject heading, which is a hypertext link, you will be directed to the "**Tree**" which displays the full list of vocabulary.
3. Select the **Scope** note or click on the  icon in order to verify the interpretation of a term, when it came into use, determine previous indexing, and other cross-references.
4. Even if there is a match for your term in the subject headings, you have the option of searching your term as a keyword. To include this option, click the last checkbox in the list of matches beside *search as Keyword*. (**NOTE:** Steps 5 through 8 do not apply to keywords. Skip to Step 9.)


5. Select the **Explode** box if you wish to retrieve citations using the selected term and all of its more specific terms.
6. Select the **Focus** box if you wish to limit your search to those documents in which your subject heading is considered the major point or focus of the article.
7. Once you have made these decisions, click the **CONTINUE >>** button at the top of the screen. A **Subheading Display** screen will appear.
8. Subheadings allow you to refine your search by focusing on a particular aspect of your term. Select appropriate subheadings by clicking in the checkbox beside each one, OR click the checkbox beside **"Include All Subheadings."**
9. Once you have made these decisions, click the **CONTINUE >>** button at the top of the screen. The database will execute the search and return you to the main search screen.

Repeat the above steps until you have created a search set for each of your concepts. You can then combine the sets to create your complete search strategy.

Combining Search Sets:

The database will assign a number to each of your searches. In the search box on the main search screen, use Boolean operators to combine search sets for your final strategy. **Ex.** 1 AND 2 AND (3 OR 4)

OR

- Select the  **Combine Searches** option.
- Select the searches you wish to combine using the check boxes in the **Select** column.
- Choose the appropriate Boolean operator from the available drop down menu at the top of the screen.
- Click the **CONTINUE >>** button to perform the search.

Other Search Types:

Ovid also allows you to perform special types of searches for very specific pieces of information. To perform one of these types of searches click on the corresponding icon at the top of the search screen. Search sets created using these types of searches can be combined from the Main Search Screen. Use Boolean operators to combine search sets.



Author Search

Author searching relies on a specific format for entering author names. Follow the instructions below to perform the search correctly.

- Select Author Search by clicking on the **Author** search icon.
- In the search box, enter the **Author's** last name, a space, and first initial(s) if known.
- Click the **SEARCH** button. An **Authors Index Display** screen will appear.
- Select the form(s) of the name that you wish to search by clicking in the check box to the left of each selection.
- When you have finished your selections, click the **PERFORM SEARCH >>** button located at the top of the screen.

Note: As there are sometimes variations in how an author's name is indexed, it is recommended that you include the name with the first initial only and also the name with the first and middle initial e.g., Smith A OR Smith AB. This will ensure the most comprehensive retrieval.



Title Search

Title searching will search for words or phrases **ONLY** in the title field of the bibliographic record. Although it is not as comprehensive as a solid keyword or subject search strategy, a search for important words in document titles can help you retrieve a few good records on a topic. These can then be examined for important subject headings to use in a more comprehensive search.

- Select Title Search by clicking on the **Title** search icon.
- In the search box, enter the word(s) or phrase(s) that you wish to search. You may use Boolean operators to combine multiple concepts.
- Click the **SEARCH** button located beside the search box.



Journal Search

Journal searching will allow you to determine if a particular journal is indexed in CINAHL. Once you have located a journal, you can display the results to browse the contents of the available issues online. Journal sets can also be combined with other search types to find articles about a particular topic, or by a particular author in a specific journal.

- Select a journal search by clicking on the **Journal** search icon.
- In the search box, enter the first few letters, or the full title of the journal. **NOTE:** You cannot search for journal title abbreviations.
- Click the **Perform Search** button. A **Journal Index Display** screen will appear.
- Select title(s) that you wish to search by clicking in the check box to the left of each selection.
- When you have finished your selections, click the **PERFORM SEARCH >>** button located at the top of the screen.

Applying Limits

You can apply additional criteria to your search to further increase the specificity of results, limit the number of items retrieved, focus on a particular publication type, or search within a predefined group of publications.

Basic limits are listed on the search screen below the search box. Select as many limits as are appropriate by clicking in the checkbox beside each of your choices.

Latest Update = records most recently added to the database English = article is in English	Research = structured research article Full Text = FT available by Library subscription	Abstracts = articles w/abstracts Revised Date = records have been revised by CINAHL
Publication Year = four digit year (yyyy) of article publication		

More Limits: To access the full range of limits, click on the **More Limits** icon located below the search box. Select desired limits using the available checkboxes and menus. When you have made all of your selections, click on the **LIMIT A SEARCH >>** button at the top or bottom of the Limit a Search page.

Saving Searches/Search Alerts

Ovid will allow you to save search strategies for future reference, or to set them up to run at regular intervals and notify you of any new results. This feature requires you to create a personal login and password to access saved searches again in the future.

To create a personal account, click on “Personal Account (for Searches)” at the top right of the screen. A Personal Account Login screen will display.

- Click on the “Create a new Personal Account” link above the login box.
- Complete the short form to create your account. Click the **CREATE >>** button.

NOTE: In the future, to access saved searches/search alerts, click on “Personal Account (for Searches)” and log in using the user name and password that you have created.

To save a search or create an AutoAlert, select the **Save Search/Alert** option located at the bottom of your search history.





- Log in using your personal login and password.
- Give the search a name.
- (Optional) Add a comment to the search.

- Select a **Search Type: Temporary** (5040 hours = 210 days) for short term projects; **Permanent** to store a search indefinitely; **AutoAlert (SDI)** to run a search on a regular basis and have the results emailed to you. If you select the AutoAlert feature, use the options available on the resulting screen to specify the format and frequency of results.
- Click the **SAVE** button to store your search or AutoAlert.


To access saved searches or AutoAlerts

- From the main search screen, select the **Saved Searches/Alerts** option in the upper right corner of the main search screen under the Logoff button.
- Use the available check boxes to select a search.
- Click the **RUN** button to execute a search. Click the **DELETE** button to remove a search permanently. Select the **COPY** button to create a copy of a search.


Other options available from the Saved Searches screen include:

-  - renaming a search
-  - editing a search
-  - displaying a search strategy
-  - emailing yourself a quick link to re-run a search strategy


Displaying


The first page of results will display automatically at the bottom of the search screen. You can also click on  **DISPLAY** to display the first page of results without the search screen. The default display is ten items per screen in a brief citation format. To select items, click in the checkbox to the left of each citation.


To display an individual record click on the [Abstract](#), [Complete Reference](#), or [Ovid Full Text](#) links located to the right of each citation. (Not all formats will be available for each record.)

The  button will link to full-text options available through NYU Libraries.



To customize the display for all records use the  **Customize Display** option.


- In the **Display Fields** section, select one of preformatted options, or click on the **SELECT FIELDS** button to select the particular field you want to display.
- In the **Record Format** section choose the desired display format. (The default record format is the Ovid format which includes full field names. Field names in other formats will display as a two-letter code.)
- In the **Page Size** section, specify the number of records to be displayed per page. (The default display is 10 records per page.)
- Click the **CONTINUE >>** button at the top of the Customize Display screen to redisplay results with your selections.
- To return to the default display format, click the  **Reset Display** button at the top of the results list.

To display selected results use the  **Results Manager** option.

- Select the particular items that you wish to display, or select one of the options in the **Results** column of the Results Manager.
- Specify the fields to display by choosing one of the options in the **Fields** column of the Results Manager, or click the **SELECT FIELDS** button to select the particular fields you want to display.
- Choose one of the options from the **Result Format** column of the Results Manager. You may also choose to include your search history.
- You may choose to sort the results using the pull-down menus in the **Sort Keys** section of the Results Manager.
- Once you have specified all of your display criteria, click on  **DISPLAY** in the far right column of the Results Manager.

Navigating





Navigation buttons will vary depending on the screen displayed. Generally, **Next Result**  and **Previous Result**  will display throughout the database on any results screen. They will generally be located at the top and bottom of each screen. You can also use the Forward and Back buttons in your Internet browser.


To return to the main search screen from any point in the database, look for **Main Search Page**  at the top or bottom of the page.




Exporting Documents

Ovid CINAHL will allow you to print, save, email and export documents.

To Print, Email, or Save citations, use the **Results Manager**  at the bottom of each results screen.


- Select the particular items that you wish to export, or select one of the options in the **Results** column of the Results Manager.
- Specify the fields to export by choosing one of the options in the **Fields** column of the Results Manager, or click the **SELECT FIELDS**  button to select the particular fields you want to export.
- Choose one of the options from the **Result Format** column of the Results Manager. You may also choose to include your search history.
- You may choose to sort the results using the pull-down menus in the **Sort Keys** section of the Results Manager.
- Once you have specified all of your display criteria, click **PRINT PREVIEW** , **EMAIL** , or **SAVE**  in the far right column of the Results Manager. If you select, the Email or Save option, additional screens will display asking you to enter additional information such as your email address or a file name. Follow the instructions on these screens to complete the process.


To export citations to bibliographic software management program (EndNote/RefWorks), use the **Results Manager**  at the bottom of each results screen.

- Select the particular items that you wish to export, or select one of the options in the **Results** column of the Results Manager.
- Specify the fields to export by choosing one of the options in the **Fields** column of the Results Manager, or click the **SELECT FIELDS**  button to select the particular fields you want to export.
- Select the **Direct Export** option in the **Result Format** column of the Results Manager.
- Select the **SAVE**  option.
- Select the appropriate bibliographic software management program (EndNote or RefWorks). Click the **CONTINUE >>**  button.
- Follow the instructions from EndNote or RefWorks to complete the export.

For more information on using EndNote or RefWorks, see the Library's EndNote and RefWorks handouts. Library handouts are available online at <http://library.med.nyu.edu/library/instruction/handouts/index.html/>.


Help

Context sensitive help is available by clicking on the **Help**  button located at the top of every screen.

For email assistance with a particular search, click on the **Ask A Librarian**  link at the top of every screen.

For general assistance with database searching, stop by the Library Information Desk, or contact the Library at (212) 263-8483 or library@library.med.nyu.edu.

Disconnecting

When you have finished searching CINAHL, click **LOGOFF**  in the row of icons at the top of the screen. Failing to logoff Ovid properly could allow your searches and results to be viewed by others, or during peak use periods could keep someone else from having access to the database.