



OVID

Quick Reference Card

<http://gateway.ovid.com>

OVID MEDLINE(R)
1999 to March Week 4 2005 ovid web gateway

Change Database | Ask a Librarian | Help | LOGOFF

Saved Searches/Alerts | PayPerView Account | View Cart

#	Search History	Results	Display
1	melatonin/	3364	DISPLAY
2	jet lag syndrome/	105	DISPLAY

Combine Searches | Delete Searches | Save Search/Alert

Advanced Search | Basic Search | More Fields | Search Tools

Keyword | Author | Title | Journal

Enter **Keyword** or phrase (use "\$" for truncation):

Map Term to Subject Heading



Keyword or phrase (subject) search - Enter single subject word or phrase then click on the Search button.

If **Map Term to Subject Heading** is selected, Mapping finds relevant subject headings. If Mapping is not available or not selected, the word or phrase is searched in the default fields for that database.



Author - Enter author's last name followed by first initial if known.



Title - Enter word or phrase to find in the article title.



Journal - Enter first few letters of a full journal name. Do not use abbreviations.



More Fields - Searches for word or phrase contained in specific record field(s) (e.g. abstract, title, page, etc.).



Search Tools - Searches in the specific indexing structures of the current database (e.g. the vocabulary Tree, Thesaurus, Table of Contents). **Note:** Tools are not available in every database.



Browse Journals - Where available, finds journal by name or subject and accesses tables of contents.



Combine Searches - Uses Boolean operators AND or OR to combine the results of two or more existing search statements. NOT must be entered directly on the **Enter Keyword or phrase** line (e.g. pregnancy not birth).



More Limits - Restricts results to language, age groups, year of publication, etc. Select a search set, then select one or more specific limits. Common limits are located in the Limits section under the **Enter Keyword or phrase** line and can be selected before or after creating a search statement.



Basic Search - Switches from Advanced to Basic mode.



Advanced Search - Switches from Basic to Advanced mode



Change Database - Selects a new database(s) to start or re-run a search.



Logoff - Exits the Ovid software and frees a user license.



Help - Provides more detailed explanations of all topics. For additional reference materials, please visit www.ovid.com.

Truncation and Wildcards - Use to search for variant words or spellings:

Use **\$** or **:** to retrieve unlimited suffix variations (e.g. computer\$.ti.)

Use **#** to replace exactly one character (e.g. wom#n.ti.)


Use **?** to replace 0 or 1 character (e.g. labo?.ti.)





Viewing Results - Scroll down the Main Search Page or click the corresponding search set **Display** button. Additional fields are displayed by selecting the **Complete Reference**, and where available **Abstract** and **Full Text**.

From the Results Display page, choose records for output through the Results Manager by selecting the box to the left of the record or by selecting the box at the top of the display.

To customize the display, choose **Customize Display** located at the top of the display.

Printing, Emailing and Saving - The Results Manager is located at the end of every Results Display page. Select from output options, then print, email, or save (or export).

Results Manager 

Results	Fields	Result Format	Actions
<input checked="" type="radio"/> Selected Results <input type="radio"/> All in this set (1-47) and/or Range: <input type="text"/>	<input type="radio"/> Citation (Title,Author,Source) <input checked="" type="radio"/> Citation + Abstract <input type="radio"/> Citation + Abstract + Subject Headings <input type="radio"/> Complete Reference SELECT FIELDS	<input checked="" type="radio"/> Ovid <input type="radio"/> BRS/Tagged <input type="radio"/> Reprint/Medlars <input type="radio"/> Brief (Titles) Display <input type="radio"/> Direct Export <input type="checkbox"/> Include Search History	 DISPLAY  PRINT PREVIEW  EMAIL  SAVE
Sort Keys			
Primary:	- <input type="text"/>	Ascending <input type="text"/>	
Secondary:	- <input type="text"/>	Ascending <input type="text"/>	

From the Action column:

- To print with the hypertext links included, select **Display**, then select **Print** from your browser.
- To print without the hypertext links, select **Print Preview**, then select **Print** from your browser.
- To email documents, select **Email** and input a valid Internet email address. More than one email address may be entered, **separated by a comma**. Prompts for other options will appear when available.
- To save records, select **Save**. This invokes the browser's save utility. Make selections based on options presented. To export into bibliographic management programs, select **Complete Reference** (Fields column), **Direct Export** (Results Format column), then select **Save** from the Action column.

Saving, Executing, and Deleting a Search History

- To save your current search history, click on the **Save Search/Alert** icon located under the Search History table.
- To execute a saved search, click on the **Saved Searches/Alerts** button located above the Search History table. Then select **Run, Delete, Copy, Rename, Edit, Display** or **Email Jumpstart**.
- To delete a search statement(s), click the **Delete Searches** icon located below the Search History table.