Ovid: quick start guide

This is a guide to the Ovid platform, which includes the following databases: AMED, Biosis Previews, CAB Abstracts, Embase, Food Science & Technology Abstracts, Global Health, HMIC (Health Management Information Consortium), International Pharmaceutical Abstracts, Maternity & Infant Care, Medline, PsycINFO, Zoological Record Archive.

Getting Started

- From the Library home page http://library.leeds.ac.uk/ follow the link to “Find articles” (under “Essentials”)
- Under the heading “Selecting a database”, select Ovid including Medline (medicine and related subjects)
- Log in with your IT username and password
- On the next screen, click on the name (and subsection) of the database(s) you want to search

(For experienced users we recommend searching databases one at a time, so that you can access their advanced features; however if you want to search as widely as possible then a cross-search of several databases simultaneously may be best to give an initial overview of what has been published on a topic.)

Basic searching

- Note that by default you will be taken automatically to the Advanced Search screen
- However if you are a beginner we recommend you use the Basic Search screen, so you need to click on that tab now (otherwise these instructions will not make sense!)

BEFORE YOU GO ANY FURTHER – CHECK YOU ARE ON THE BASIC SEARCH SCREEN!

In Basic mode, you can enter your whole question or topic in your own words.

For example:

the prevention of obesity in children

The “Include Related Terms” tickbox will expand your search to include synonyms or alternative words as well as the ones you enter, helping you find more articles.

If you wish, you can also apply Limits to your search (displayed below the search box).
Understanding the results

Words used in the search
The database automatically includes similar words to your search terms when it looks for articles. It should include singular or plural forms, US or UK spelling and synonyms (words with the same or similar meanings). By looking in the Search Aid box you can see which search terms have been included for you. If you don’t want to include them, before you search you should deselect the box ‘Include Related Terms’.

Relevancy star rating

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<thead>
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<th>Rating</th>
<th>Description</th>
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<tbody>
<tr>
<td>★★★★☆</td>
<td>All search words are present and complete.</td>
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<tr>
<td>★★★☆☆</td>
<td>All search words are present, but some are incomplete.</td>
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<tr>
<td>★★☆☆☆</td>
<td>One search word is missing</td>
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<td>★☆☆☆☆</td>
<td>Two search words are missing</td>
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<td>★☆☆☆☆</td>
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Checking for the Full Text
To download full text of an article – if we subscribe electronically to the journal it is published in click the ‘Check@Leeds’ button next to the article details on the database.

If, once you’ve clicked the ‘check@leeds’ button, no results are found, it’s worth searching for the article in the Library Catalogue: [http://library.leeds.ac.uk](http://library.leeds.ac.uk) to double check we don’t subscribe to it.

Not all articles will be available in full text. If an article you’re looking for is unavailable, you can use our Document Supply service (£5 per request): [http://library.leeds.ac.uk/document-supply](http://library.leeds.ac.uk/document-supply)

Further help
If you would like to know more about using Ovid databases, or about features such as:
- Searching in advanced mode
- Saving searches to re-run at a later date
- Exporting your results, for example to Endnote referencing software

See the Ovid support pages: [http://library.leeds.ac.uk/info/366/databases/73/database_guides/4](http://library.leeds.ac.uk/info/366/databases/73/database_guides/4)