

SciFinder: quick start guide

Getting Started

- Go to the [Library homepage](https://library.leeds.ac.uk/) at <https://library.leeds.ac.uk/> and type **SciFinder** into the Library search box
- Find **CAS SciFinder** in the results list and click on the link
- On the next page, click on **CAS SciFinder Scholar -- SciFinder Scholar (Web Version)**
- You will then be taken to the Library's SciFinder webpage. If this is the first time you have accessed SciFinder, you will need to follow the on-screen instructions to register and to receive your personal ID and password
- Access the software by clicking the **Access SciFinder** link further down the screen
- Enter your new SciFinder Web ID and password
- If you are accessing the database off campus, you may also need your University username and password

SciFinder must only be used for academic research – commercial research is not permitted.

Getting Help

- Click on the **SciFinder Help** link in SciFinder
- CAS provide a series of guides, workbooks and online tutorials on their website
- Contact Library Enquiries: library@leeds.ac.uk

Search options in SciFinder

- There are a number of options for searching SciFinder, including by chemical substance, reaction, research topic, author, document identifier and company name
- The full list of options within each category is available on the left of the screen, and also from the **Explore** tab at the top of each page

Finding papers on your research topic

- Select the Research Topic option at the top of the list
- Enter your search in the search box as a simple phrase
- SciFinder does not use Boolean logic, so there is no need to link your keywords with AND, OR, NOT as you might do with other databases
- Think of synonyms (words that mean the same or similar) to describe your topic and put them in brackets after the word they are a synonym of, eg dye removal (decoloration)
- You can use the Advanced Search options underneath the search box to restrict your search to a particular publication year, document type, language, author or company
- SciFinder interprets the phrases you enter and combines the terms in a list of topic candidates that allows you to choose exactly which search you want to perform



- Select the phrases that accurately reflect your research topic by ticking the appropriate check boxes, and then click Get references
- To see more information about a specific item displayed in your results list, click on the title of the record

Finding chemical substance and reaction data

- If you have the name or registry number, click on the **Substance Identifier** option on the left and enter the name or number in the search box
- If you have the **Molecular Formula**, select the option on the left and enter the formula in the search box
- It is also possible to search SciFinder using a **Chemical Structure** drawing or **Reaction Structure** drawing – click on the relevant option on the left (see the SciFinder support pages for details)

Improving your results

- The **Refine** options in the box on the left of the results screen allow you to limit your results to a particular author, date, language, publication year or document type, or to reduce the results to a more specific subject by adding additional keywords
- The **Analyze** options provide a breakdown of your results against different criteria, so that you can see which occur most frequently, e.g. which author appears most often in your results
- To search for the records of all the references contained in the bibliographies of specific results, tick the box next to each and hover over Get Related Citations at the top of the results list, then select **Get Cited**
- To search for the records of all references published more recently which cite specific results, tick the box next to each and click on Get Related Citations at the top of the results list, then select **Get Citing**
- To search for all substances mentioned in specific results, tick the box next to each and click on Get Substances at the top of the results list
- To search for all reactions mentioned in specific results, tick the box next to each and click on Get Reactions at the top of the results list
- Citation searching is a very good way to find material on the same or similar subject

Saving, printing and exporting records

- Click in the check box on the left-hand side of the record you want to save or print
- You can **Save**, **Print** or **Export** either marked records or all records by clicking on the options at the top right of the results list screen
- For exporting references to EndNote, use **Tagged Format**
- For exporting references to a database such as Excel, use **Quoted Format**
- For retention of structure drawings, use **Rich Text Format**

Getting full text

Some references in SciFinder may be available in full text online. To find out, click on the **Other sources** button next to the relevant result. If you can't get through to the full text of the article by clicking on the link, it does not necessarily mean that you cannot get access at all

- Check definitively by searching the Library for the journal title and follow the links from there to the full text, if available
- Journal titles are sometimes abbreviated in SciFinder. See the CAS website for "Core Journals Covered in CPlus" for a list of full titles so you can search for them in the Library
- Journal articles not available in the Library can be ordered through Document Supply (a charge applies).