

INTERMEDIATE GLOBAL HEALTH

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If you require this information in an alternative format (i.e. large print, braille or audio format), please contact any library enquiry desk or telephone 0113 343 5663 and staff will make the necessary arrangements.



Introduction

Global Health is a specialist international public health database for academics, researchers, public health practitioners, NGOs, policy makers, clinicians, healthcare professionals and students.

In addition to comprehensive coverage of the core public health literature, it includes significant unique content (compared with the other mainstream health databases) particularly in the areas of tropical medicine, infectious diseases, vector control, food safety and epidemiology.

As well as traditional sources such as journal articles, books, etc the database includes difficult-to-obtain and obscure publications from more than 125 countries.

Learning outcomes

By the end of this workbook, you should be able to:

- Access Global Health via the Library website
- Search for references using a variety of keyword search techniques
- Combine your search results
- View and save your results
- Access databases from off-campus

About this workbook

- Things that you need to type are displayed in **Courier New** bold font
- Instructions assume that you are using the Internet Explorer browser (the IT supported Web browser), but you can use any web browser
- Note this workbook does not cover searching using subject headings. If you need to carry out a more detailed search you should refer to the Advanced Global Health workbook (available to download at <http://library.leeds.ac.uk/downloads/advancedglobalhealth.pdf>) which explains how to search using a combination of subject headings and keywords – a more comprehensive technique suitable for up to and including systematic review level

1. Getting Started

This workbook aims to teach you how to use keywords (words and phrases) to find journal articles on a particular topic. If you need to carry out a more comprehensive search then you must use subject headings in combination with keywords.

Throughout this workbook, you will learn how to use keywords to find articles on a particular topic:

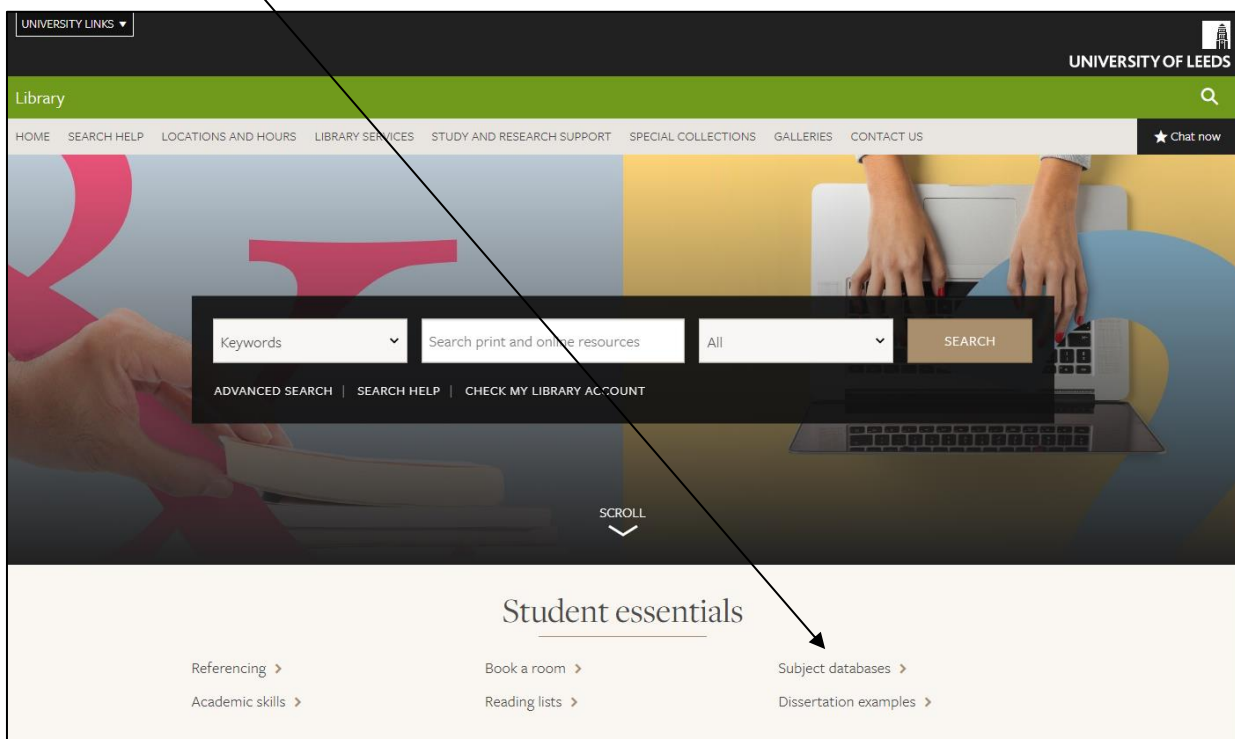
Role of traditional birth attendants in reducing maternal mortality

Although you might not be interested in this particular topic, the guided example will teach you the principles behind the literature searching process. You can apply the same skills to search for articles on your own topic.

a. Logging in to Global Health

Exercise 1 – Getting in to Global Health

To access the database, go to the Library's homepage at <https://library.leeds.ac.uk/> and click on 'Subject databases'. This contains a bank of useful resources to help you with your studies.



The screenshot shows the University of Leeds Library homepage. At the top, there is a navigation bar with 'UNIVERSITY LINKS' and 'UNIVERSITY OF LEEDS'. Below this is a green header with 'Library' and a search icon. A main navigation menu includes 'HOME', 'SEARCH HELP', 'LOCATIONS AND HOURS', 'LIBRARY SERVICES', 'STUDY AND RESEARCH SUPPORT', 'SPECIAL COLLECTIONS', 'GALLERIES', and 'CONTACT US'. A 'Chat now' button is also present. The main content area features a large image of hands typing on a laptop. A search bar is overlaid on the image, containing a 'Keywords' dropdown, a search input field with the text 'Search print and online resources', an 'All' dropdown, and a 'SEARCH' button. Below the search bar are links for 'ADVANCED SEARCH', 'SEARCH HELP', and 'CHECK MY LIBRARY ACCOUNT'. A 'SCROLL' button with a downward arrow is centered below the image. At the bottom, the 'Student essentials' section is displayed, with links for 'Referencing >', 'Academic skills >', 'Book a room >', 'Reading lists >', 'Subject databases >', and 'Dissertation examples >'. A black arrow points from the text 'Subject databases' in the paragraph above to the 'Subject databases >' link in the screenshot.

You can view databases relevant to your studies by selecting your subject from the subsequent list.

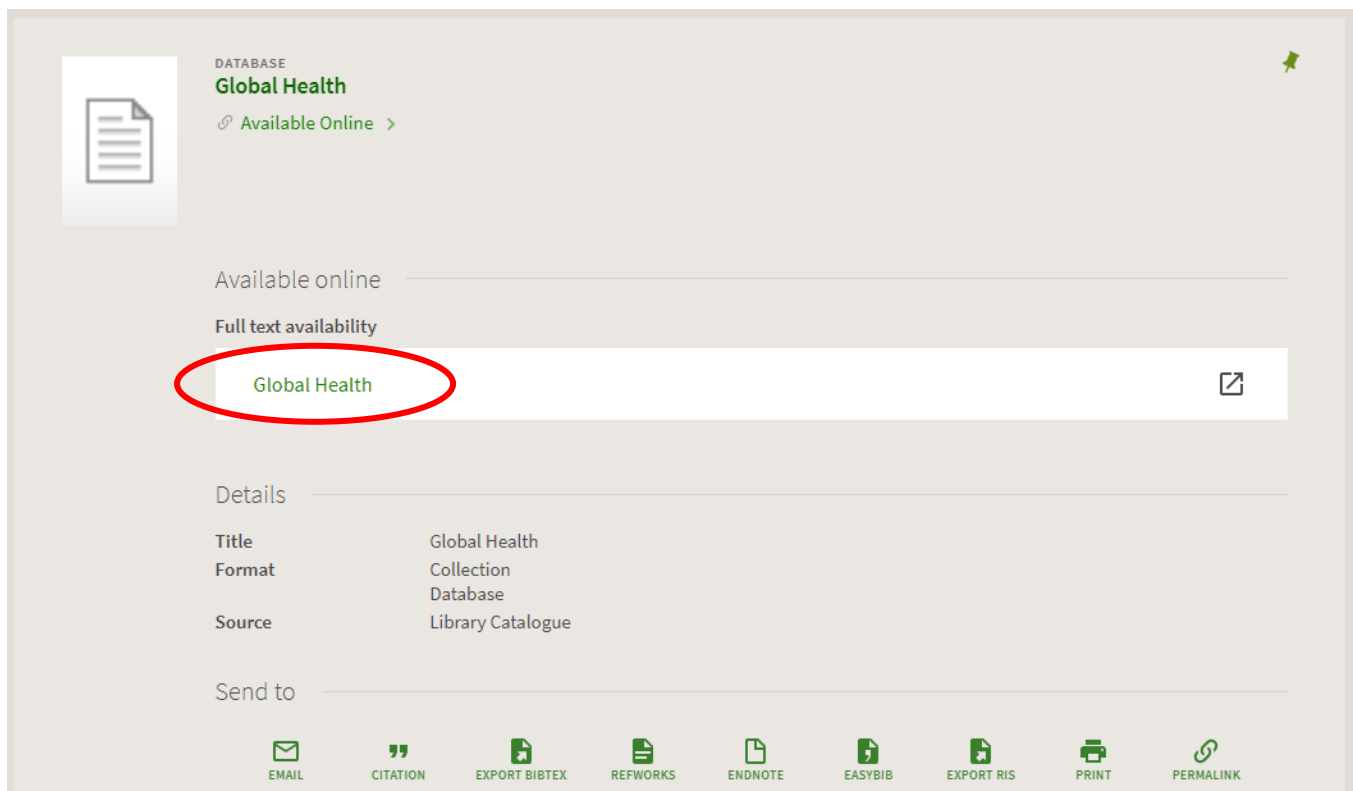
Scroll down the page to find your **Key databases**.

NOTE Global Health is not listed on the key databases page for *every* subject. If Global Health is not on your own subject's key databases page, you can find it on the list of key databases on the [Medicine](#) subject resources page.

Your key databases section provides you with a list of databases which have been chosen as the most likely to be relevant for your subject. It's a good idea to browse through them and read their descriptions to decide which ones are relevant for your studies.

As this workbook looks at Global Health, select Global Health from the list of databases by clicking on the green link (circled in red). The entry will look like this:

Next, on the Library Search page, click on **Global Health**.



DATABASE
Global Health
Available Online >

Available online

Full text availability

Global Health

Details

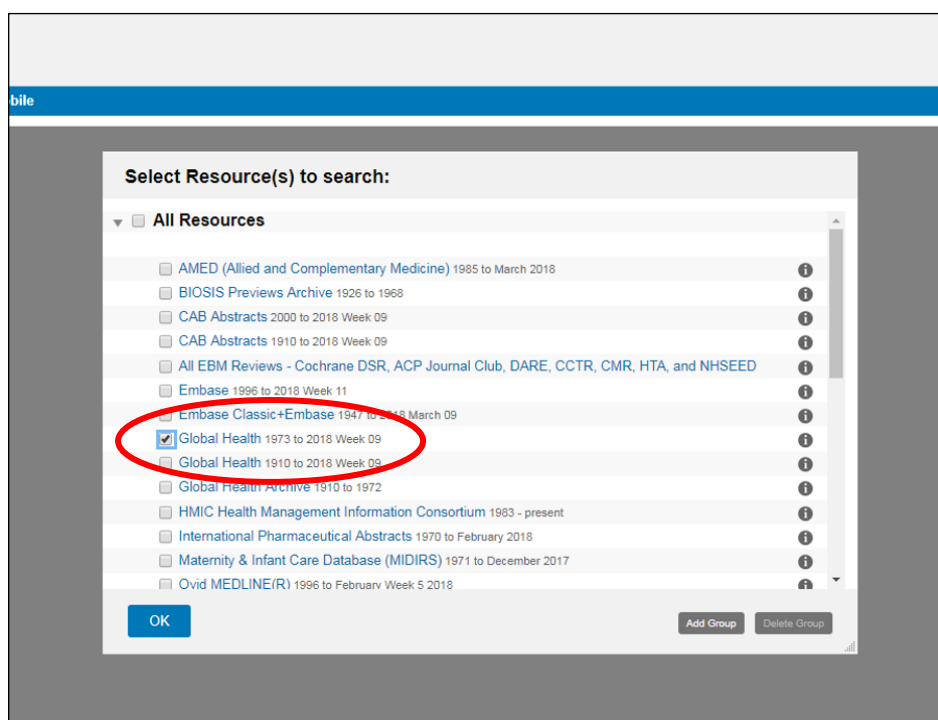
Title Global Health
Format Collection
Source Database
Source Library Catalogue

Send to

EMAIL CITATION EXPORT BIBTEX REWORKS ENDNOTE EASYBIB EXPORT RIS PRINT PERMALINK

Depending on where you are, e.g. off-campus, you may be required to login in with your IT username and password.

Now click on the link to **Global Health 1973 to ... [current year]** in the list of databases



Select Resource(s) to search:

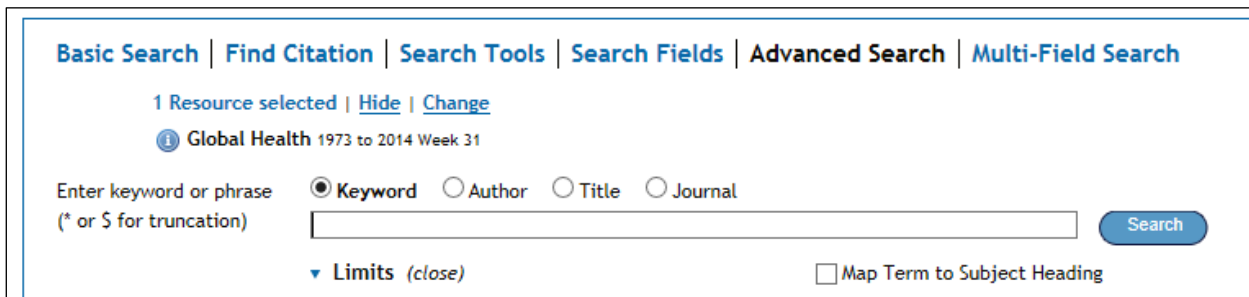
All Resources

- AMED (Allied and Complementary Medicine) 1985 to March 2018
- BIOSIS Previews Archive 1926 to 1968
- CAB Abstracts 2000 to 2018 Week 09
- CAB Abstracts 1910 to 2018 Week 09
- All EBM Reviews - Cochrane DSR, ACP Journal Club, DARE, CCTR, CMR, HTA, and NHSEED
- Embase 1996 to 2018 Week 11
- Embase Classic+Embase 1947 to 2018 March 09
- Global Health 1973 to 2018 Week 09**
- Global Health 1910 to 2018 Week 09
- Global Health Archive 1910 to 1972
- HMIC Health Management Information Consortium 1983 - present
- International Pharmaceutical Abstracts 1970 to February 2018
- Maternity & Infant Care Database (MIDIRS) 1971 to December 2017
- Ovid MEDLINE(R) 1996 to February Week 5 2018

OK Add Group Delete Group

Note: you can search back as far as 1910 if you need to, though this database will take longer to search than the one going back to 1973 because it has more material to search through.

You will see a screen similar to this:



Basic Search | Find Citation | Search Tools | Search Fields | **Advanced Search** | Multi-Field Search

1 Resource selected | Hide | Change

Global Health 1973 to 2014 Week 31

Enter keyword or phrase (* or \$ for truncation)

Keyword Author Title Journal

Search

▼ Limits (close) Map Term to Subject Heading

2. Breaking down your question

To perform an effective keyword search, you need to start by breaking down your research question into its main topics.

In this workbook we are looking for evidence to find out about the role of traditional birth attendants in reducing maternal mortality.

In this case our main topics are:

1. **traditional birth attendants**
2. **maternal mortality**

The other words in the research question are less important and don't need to be searched for.

Here's the process:

1. First we will search for articles about **traditional birth attendants**
2. Then we will search for articles about **maternal mortality**
3. Finally, we will combine these 2 sets of results using the **AND** button. This will leave us with one set of articles that contain **both** your topics together

Concentrating on one part of your question at a time and entering all those search terms separately means that the structure of your search strategy is much easier to follow and it is much simpler if you later decide to delete one stage of your search.

3. Searching by keyword

Searching by keyword enables you to type in a word or phrase and the database will bring back any references where there is an **exact match** in the title or abstract (summary) fields.

Note – although this sounds very straightforward, there are a number of issues to be aware of:

1. The same topic (whether it's a disease, a technique etc) can often be referred to in more than one way. If you only search for it one way you will miss articles that refer to it in a different way (cancer, carcinoma etc) – more about this later

2. Words that you might be interested in can have variations, perhaps in the spelling (e.g. English versus American) or different endings (e.g. depressed, depression, depressive etc) that could be of interest – more about this later as well
3. Finally, check your spelling – especially if you are getting zero results! Remember the database will only bring back exact matches for what you type in

Keyword searching brings back references where the words or phrases you type in appear primarily in an article's **title** or **abstract**.

Doing a keyword search will search for the keyword if it is mentioned in an article, however, not necessarily when it is a major theme of the article.

You will need to make a judgement about how far you try to define the topics you are interested in – this often depends on why you are carrying out the search. Under some circumstances it may be appropriate to stick to one major way of defining a topic, but if you're trying to be more comprehensive you should aim to think of and include as many synonyms as possible.

Spend a few moments thinking about the different ways our topics could be referred to in the literature and list them below. Consider any alternative spellings (American versus English), plurals and abbreviations.

This stage is vital. If we were looking for papers about postnatal depression and only searched using that term, we would miss the articles that used the alternative term 'postpartum depression'.

How else might **traditional birth attendants** and **maternal mortality** be referred to? Include even slight variations – otherwise your search results will exclude them.

How many can you think of? List them here: (if you get really stuck, refer to the appendix of this document for some ideas)

TOPIC 1 – traditional birth attendants	TOPIC 2 – maternal mortality
?	?
?	?
?	?

4. Using Truncation and wildcards

To help save you some time and effort, Global Health has some keyword search tools that look for variants of words. These are known as **truncation** and **wildcards**. Each software supplier uses their own set of symbols, but in the OVID databases the following apply:

- * is used to truncate words and find different word endings, e.g. reproduc* will find reproduce, reproduces, reproduction, reproductive etc
- # is used to search for a variable single character, e.g. immuni#ation will find immunisation and immunization
- ? is used to search for a single character, or no character at all. This is very useful for some British and American spellings, e.g. behavio?r will find both behaviour and behavior

Look at the list of words you've created – can you find a suitable use for truncation or wildcards? For example, using **traditional birth attendant*** will bring back papers containing 'traditional birth attendant' but also 'traditional birth attendants'

Note: Beware of truncating words too far, as you may find too many unrelated words. For example if you were searching for something about legal aspects, truncating leg* would also find articles about legs, legacy etc. In some cases it is more effective to type in the full words you DO want.

Exercise 2

Now it is time to enter your words and phrases into Global Health, one at a time.

Enter the first word or phrase you thought of for topic 1 and click on **Search**.

Repeat for **all** the other terms you came up with for topic 1, entering them into the database one at a time and clicking Search after each one.

Notice how the **number of results you find each time varies significantly** – if you don't search using a range of terms you will miss some key papers.

Exercise 3

Now do exactly the same for topic 2, searching for these one at a time as well.

Note: To delete any of your searches, tick individual boxes (or the one at the top to select them all) and click **Remove Selected**.

We'll look at how to use the AND + OR buttons to combine these results a little later.

5. Adjacency searching

Another useful **keyword** search technique is called **adjacency searching**. This is useful if you want to look for papers where your words might appear NEAR each other rather than only right next to each other. To do this, separate your words with **ADJn** where **n** is the number of major words **MINUS 1** that you will allow to appear **between** your words.

For example, searching for **physician ADJ3 relationship** will find the words physician and relationship within **TWO** major words of each other in any direction – and would find many more papers than just

searching for the specific phrase 'physician relationship'. Using this technique would retrieve papers with phrases like "physician patient relationship", "patient physician relationship", "relationship of the physician to the patient" and so on.

Global health does not count **stop words** such as in, on, and, the, or they etc in the ADJ number so your target words may well be even more than 2 words apart (but no more than 2 **major** (not stop) words apart).

So, following the database's adjacency searching rules **ADJ (n-1)** where n = the number of major words to appear between your words:

- ADJ searches for both terms next to each other in the order as typed.
- ADJ1 searches for both terms next to each other in either order.
- ADJ2 searches for both terms and up to **one** word in between them
- ADJ3 searches for both terms and up to **two** words in between them
- ADJn searches for both terms and up to **(n-1)** words in between them

Note: the higher the ADJ number you use, the further apart your keywords will be from each other. When this happens, you can start to lose the context you wanted. It is worth experimenting with different numbers and spot checking your results for relevance.

6. Combining your searches

Now that you know how to find some articles, you need to know how to **combine** your search results to be left with one final set of papers that contain **all** your topics together.

Combining requires the use of the Boolean Operators AND + OR. These options appear as buttons on the search screen.

Exercise 4

Look at your **Search History** table. This shows you every search you have carried out so far.

Identify all the searches you carried out about **traditional birth attendants** and tick the box to the left of every set.

Click on the **OR** button

This produces a combination set at the bottom of your search history table, containing all results about topic 1 all together.

Now tick every set of results you generated about topic 2 **maternal mortality** and combine them using OR as well.

You should now have a second combination set at the bottom of your search history table.

The final stage is to combine your combination sets!

To do this, just tick your two combination sets – but this time combine them by clicking on the **AND** button.

This narrows the search to leave you with one final set of results that contains all your topics together now.

Concentrating on one part of your question at a time and entering all those search terms separately means that the structure of your search strategy is much easier to follow and it is much simpler if you later decide to delete one stage of your search.

Have a look through your final set of results – either by clicking on Display for that set or by scrolling down.

Do they help you answer your research question?

Your results will all mention both your topics – but not necessarily in the context you want – you will now need to browse the results and read the abstract to find out whether it's going to be useful.

Sometimes you will need to go inside the [Complete Reference](#) link for a reference to see exactly where your search terms appear in full – they should appear in colour to help you spot them.

Have a look at the final page (appendix) of this workbook – if you have followed all the steps correctly, your search strategy should look similar

7. Viewing and saving your results

a. Viewing your results

After your search, you can view the results and sometimes get a link through to the full text of articles. Being able to access the full text depends on the Library having a subscription to the journal a particular article had been published in – see below.

If you scroll down the screen you will see the first 10 results. References will have some or all of the following links beside them:

Abstract Reference	A brief summary of the article
Complete Reference	Full details of the article, including abstract and subject headings
Find Similar	Clicking this will show you other related articles
Find Citing Articles	See who has subsequently referred to (cited) a particular paper in their own research
Document Supply	A link to the Library's Document Supply service, where you can request items we don't have access to in print or online. The service costs £10 per request.
check@leeds	This will try to download the full text for you, if we subscribe electronically to the journal it is published in. If this link fails, try searching the Library Catalogue for the article to see if we subscribe or have it available in print.

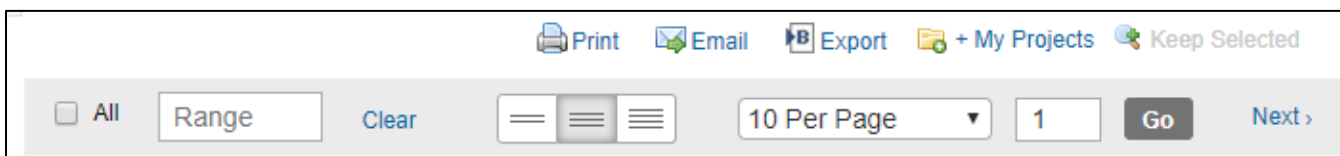
Try viewing some of your results, using the links described above.

Note: When navigating around the database and viewing references, try to avoid using the **Back** and **Forward** buttons inside your browser as these can mean you lose selected references, or at worst parts of your search. Use the navigation buttons **Next>**, **<Previous** and click the **Search** tab to get to the main search page again.

b. Saving your results

There are various ways you can save the results of your search – not the full text papers themselves, just a record of the results that you have found.

You can tick individual results and then use the appropriate option Print/Email/Export on the bar above your results:



Or you can select all your results (within the maximum allowed number) by ticking just the box to the far left and then exporting/emailing etc.

Instruction for EndNote software users only: If you want to send your results to an EndNote library, choose the **Export** option and then in the window that opens you can choose to export a RIS file from

the drop down menu. Click **Export** and a file will be downloaded to your computer. When you open the file, the references should be automatically added to your EndNote library.

If you don't know what EndNote is and want to find out more, see https://library.leeds.ac.uk/info/1403/endnote/43/endnote_support

c. Saving your search strategy – setting up a personal account

You can also save a live copy of your search strategy using OVID's free Personal Account feature. This means that you can re-run a search at a later date without having to re-type your terms. This is particularly useful when working on projects rather than just trying to find some background reading.

Exercise 5

To set up your personal account, click on **My Account** at the top right of the screen.

Then click on **Create Account**.

Follow the instructions on screen. Choose any account name and password, making sure it is something you will be able to remember easily – don't use any spaces or symbols or your details will be refused. Your account name and password do not have to be the same as your University IT account.

Now go back to the Search page and perform the search you want to save. (You may decide to run something very simple as a test).

Click on **Save All** underneath the Search History box and log in with your new account name and password if prompted.

At the top of the screen, type a name for your search into the Search Name box. Give the search a logical name so you can easily recognise it in the future. We also recommend adding the name of the database you used, and the date, so that you can easily distinguish between different searches.

By default your search will be saved permanently. You can also save a search temporarily, meaning it will disappear after 24 hours, or as an AutoAlert - each time the database is updated, any new references which match your search criteria will be sent to you in an e-mail. Make your selection of permanent, temporary or auto-alert from the **Type** drop down menu.

Click on **Save** to complete the process.

It is a good idea to make sure your Search History box is clear before running a saved search. Otherwise your results will be added on to the end of any results already visible.

Once you have saved a search strategy, you can run it again at a later date by clicking on **View Saved** in the top right corner. Select the search you want to run and click on **Run**. Your results will be available back on the main search page (click on the Search tab to get there).



To delete searches from your search history table, tick individual boxes (or the one at the top to select them all) and click **Remove**.

Exercise 6

To set up an auto alert to notify you of any new articles published matching your search criteria, follow the process of saving your search above. Click on **Save All** underneath the Search History box.

Then change the drop down menu next to **Type** from Permanent to AutoAlert and name the alert appropriately. Then ensure your email address is entered and select the frequency with which you want to receive the alert. Once saved, each time the database is updated, any new references which match your search criteria will be sent to you in an e-mail.

8. Using limits

Global Health has some limits you can apply to your search. The most common limiting options can be found underneath the search box e.g. English language.

Use these with care when you are doing a comprehensive search as you can miss important references this way. If you do use them, apply them one at a time so you can see the effect they have. All you need to do to apply a limit to the search you have carried out is tick the appropriate limit and click on the Search button. This will apply the limit to the last search you performed (just do this once, after you have finished combining any searches).

Further limits can be accessed by clicking on **Additional limits**.

9. What next?

After your initial search you could try one of the following:

- Refine your search - look at the results you've got and see if there are any additional keywords you could use, or any you should take out. You will probably have to do a series of searches to come up with your best search, even experienced searchers do this
- Try different databases - try Medline, PsycINFO etc. You can see a list of medical and health related databases by going to your subject support page <https://library.leeds.ac.uk/subjects/1170/medicine> and clicking on the databases tab, then **Key databases for Medicine**.
- Follow up references - look at the list of references/bibliography at the end of a useful article and see if there are other articles you have missed. You could also use the **Web of Science** database to do a citation search to find who has quoted a particular paper since it was published.

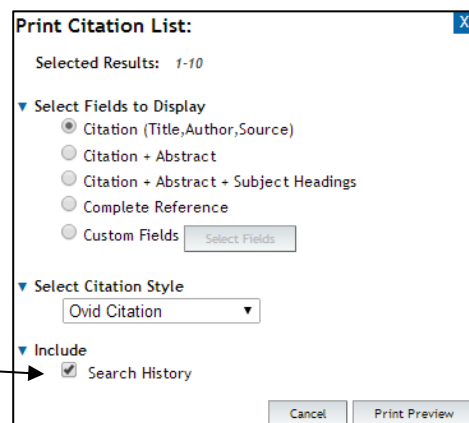
10. Accessing Global Health from off-campus

All University staff and students can access Global Health from off-campus as well as inside the University. Usually, you will be prompted to log in with your IT username and password.

Appendix 1 - Example search strategy

If you have followed the steps in this workbook, your strategy should look similar to this. It shows the keyword searches you carried out and how you combined them. The numbers of results will change as new references are added to the database.

To generate a copy of your search strategy like this, go to 'Print' on the Menu bar from the main search screen, and then tick the 'Include search history' option, followed by 'Print Preview'.



▼ Search History (10)						View Saved
# ▲	Searches	Results	Type	Actions	Annotations	
1	traditional birth attendant*.mp. [mp=abstract, title, original title, broad terms, heading words, identifiers, cabicodes]	844	Advanced	Display Results More ▼	🗨	Contract
2	tba*.mp. [mp=abstract, title, original title, broad terms, heading words, identifiers, cabicodes]	7385	Advanced	Display Results More ▼	🗨	
3	traditional midwi*.mp. [mp=abstract, title, original title, broad terms, heading words, identifiers, cabicodes]	115	Advanced	Display Results More ▼	🗨	
4	community midwi*.mp. [mp=abstract, title, original title, broad terms, heading words, identifiers, cabicodes]	54	Advanced	Display Results More ▼	🗨	
5	maternal mortalit*.mp. [mp=abstract, title, original title, broad terms, heading words, identifiers, cabicodes]	5154	Advanced	Display Results More ▼	🗨	
6	maternal death*.mp. [mp=abstract, title, original title, broad terms, heading words, identifiers, cabicodes]	2515	Advanced	Display Results More ▼	🗨	
7	safe motherhood.mp. [mp=abstract, title, original title, broad terms, heading words, identifiers, cabicodes]	430	Advanced	Display Results More ▼	🗨	
8	1 or 2 or 3 or 4	8085	Advanced	Display Results More ▼	🗨	
9	5 or 6 or 7	5989	Advanced	Display Results More ▼	🗨	
10	8 and 9	276	Advanced	Display Results More ▼	🗨	

Save Remove Combine with: AND OR

Explanatory notes:

Lines 1-6: truncation * technique used to retrieve singular and plural forms of each keyword

Line 2: remember to add relevant abbreviations

Line 8 is the topic 1 combination set

Line 9 is the topic 2 combination set

Line 10 is the final set of results (having combined the combination sets)