

Step 5: Combine search results

Database(s)	Search Term			
<input checked="" type="checkbox"/> 1	Medline	(ADHD).ti,ab	Viewing (19,149)	Edit
<input checked="" type="checkbox"/> 2	Medline	"ATTENTION DEFICIT DISORDER WITH HYPERACTIVITY"	View Results (23,477)	Edit

All Rerun Searches ▾ Refresh Search Copy AND OR Combine Delete Selected Export Options

As you carry out searches they are added to the search strategy as line numbers. When you have carried out more than one search you can combine the results to create new search rows.

There is a **Combine** button to combine line numbers using AND or OR (it becomes active once you select 2 or more rows). You can also type AND, OR and NOT to combine line numbers as well as search terms in the Search box.

Step 6: Limit your search

You can apply limits to narrow your search. You should do this after you have finished combining your rows. Type the number of the row you want to apply limits to into the search box. Open the Limit options by clicking in the box next to the word **Limits**. The available options are grouped into categories: click on a category to see all the limits, and select them by clicking. Click **Search** to run the search with the limits applied.

Step 7: View and save results

Your search results display below the search box and search history. There are various options to display abstracts and more detail for each result. Select articles you want to save and export by clicking in the box next to a title. Then click on the **Add to Saved** button at the top or bottom of your results page.

Step 8: Export, print or email articles

When you have saved your results you can export them. Your saved results show as a new row in your search strategy. You can also find them listed under the **Saved Results** link at the top of the page. Select your row of saved results by ticking in the box, then click on **Export Options**. Choose the 'Short', 'Medium' or 'Full' display format, select how many records you want to export, and your output format (PDF, Word, Excel or RIS). You can then choose to save the file, or to email the results to either yourself or someone else.

Step 9: View articles online

Where a full text link is shown in your results, use the blue **Available in full text from...** link to open a copy of the full article online. If the link does not take you straight to the article, look for an OpenAthens login prompt.

Healthcare Databases Advanced Search (HDAS): a quick guide

Step 1: Login to HDAS: <http://hdas.nice.org.uk>

The screenshot shows the HDAS homepage. At the top right, there is a 'Login to OpenAthens' link circled in red. Below the search box, there is a 'Login for all databases' link also circled in red. The page includes the NICE logo, 'Healthcare Databases Advanced Search', and a 'Welcome to HDAS' message.

Log in with a current OpenAthens username and password.

Step 2: Choose a database

The screenshot shows the database selection interface. The search box contains the text 'Select databases and search, or query thesaurus'. Below it, there are several database selection buttons: Select All, AMED, BNI, CINAHL, EMBASE, EMCARE, HMIC, Medline, PsycINFO, and PubMed.

Choose the most relevant database from the list below the search box by clicking on one. The database name will turn green to show it has been selected.

Hover your mouse over a database name for more information to help you choose.

You can select more than one database at a time, but if you do this your searching options are then more limited.: you won't be able to use the Thesaurus, and there will be fewer fields and limits available.

Step 3: Enter your search terms

The screenshot shows a search interface with a search box containing 'ADHD'. To the right of the search box are buttons for 'Search' and 'Thesaurus', both of which are circled in red. Below the search box, there are several database selection buttons: 'Select All', 'AMED', 'BNI', 'CINAHL', 'EMBASE', 'EMCARE', 'HMIC', and 'Medline' (which is checked). Below the database buttons, there are field selection buttons: 'ti Title', 'ab Abstract' (highlighted in teal), 'au Author', 'is ISSN', and 'jn Journal Name'. At the bottom, there are options for 'Limits' and 'Display' (Results and Search History Only).

Type in your first term and click on **Search**. This will return documents that have the exact words you entered in their Title or Abstract. Title and Abstract are selected automatically. You can choose different fields to search, such as Author or Journal Name, by clicking on the options. Selected fields are highlighted in teal.

SEARCH TIPS

PHRASES: enter phrases in inverted commas: “frozen shoulder”

PROXIMITY: use ADJ1 to find results with 2 terms appearing next to each other in any order: cancer ADJ1 cells finds results with cancer cells and cells cancer.

WORD ENDINGS: to search for words with the same stem, use * as a *wild card*: pregnan* will return documents with the words pregnant, pregnancy or pregnancies. (NB: this will only look for your stem + up to 5 extra letters.)

OR: use OR where you want either term included in your results: oestrogen OR estrogen will return documents with either or both terms.

AND: use AND where you want both terms included in your results: Cancer AND Chemotherapy will only return documents with both terms

NOT: use NOT where you want to exclude the second term from your results: Cancer NOT Lung will return all documents with cancer except those that also have lung. Be careful though: a search using NOT is likely to miss relevant documents: in this example, documents that discuss several types of cancer would not be returned if they also mentioned lung cancer. Find more search tips on the HDAS Help page.

Step 4: Use the thesaurus

Use the thesaurus to find the subject headings used for indexing articles in the database: this helps you find articles that use synonyms for your chosen term. Enter a term and click on **Thesaurus**.

The screenshot shows the search interface with 'attention deficit' entered in the search box. The 'Thesaurus' button is circled in red.

From the following screen, select the subject heading that best matches your needs. You are then taken further into the thesaurus, with a structured view of your term's place in the list:

The screenshot shows the thesaurus builder interface. At the top, it says 'Build a search with thesaurus terms'. Below that, there are buttons for 'Clear Selection', 'Close Thesaurus', and 'Search Now'. A table lists subject headings with columns for 'Thesaurus', 'Select', 'Explode', 'Major', 'Term', 'Broad', 'Narrow', 'Sibling', 'Related', 'Used For', 'Subheadings', and 'Notes'. Two terms are listed: 'Attention Deficit and Disruptive Behavior Disorders' and 'Attention Deficit Disorder 1 with Hyperactivity'. The second term has '1' in the 'Major' column and '9' in the 'Used For' column. Below the table, there is a section for 'Used For' with the term 'ADDH'.

You can check that you've selected an appropriate term by clicking on **Scope** to see more details, where available (not all of the databases provide scope notes).

Add terms to the thesaurus builder by clicking either Select, Explode or Major:

- **Select** will search for documents where the subject heading is used as an index term.
- **Explode** will search for documents where both the subject heading selected and any narrower subject headings are used.
- **Major** will search only for documents where the subject heading is an important concept.

Subheadings allow you to limit the search to different aspects of the subject heading.

Terms that you have chosen display at the top of the screen. You add them to your search by clicking **Search Now**.

The **Search as Individual Queries** button allows you to run separate searches for each term, if you have selected more than one term at a time.

The screenshot shows the thesaurus builder interface with the search terms 'ATTENTION DEFICIT DISORDER WITH HYPERACTIVITY?' and 'CONDUCT DISORDER?' displayed at the top. The 'Search as Individual Queries' button is highlighted.