

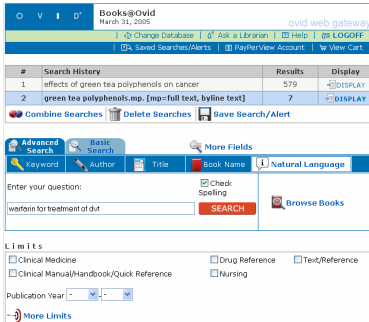


O V I D .

Books@Ovid

Quick Reference Card

<http://gateway.ovid.com>



Searching Books

Natural Language Subject Search, Question or Topic (default) – Enter a complete question or topic; click on the Search button. Natural language, synonym expansion, passage searching, and relevance ranking are applied to the query.



Natural Language – sets the command line to natural language searching.



Keyword – searches the default field (.mp.) or the full text field.



Author – searches a group of author fields.



Title – searches chapter titles and section titles within the chapters.



Book Name – searches for the whole book title.



More Fields – applies one or more book/chapter fields.



Browse Books – returns you to browse book mode



Combine Searches – combines keyword or other non- Natural Language searches .



More Limits – limits to book subsets, subject categories (e.g. Clinical Medicine), publication types and year(s).

Truncation and Wildcards – use to search for variant words or spellings (in keyword search only).

Use \$ or : to retrieve unlimited suffix variations.

Use # to replace exactly one character.

Use ? to replace 1 or 0 characters.

Saving, Executing, or 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.
- To delete search statements, click on the Delete Searches icon.



O V I D

Books@Ovid

Quick Reference Card

<http://gateway.ovid.com>

The screenshot shows the 'Books@Ovid: Browse Books' page. At the top, there are navigation links: 'Main Search Page', 'Change Database', 'Ask a Librarian', 'Help', and 'LOGOFF'. Below this, there are two main sections: 'BROWSE BY TITLE' and 'BROWSE BY SUBJECT'. The 'BROWSE BY TITLE' section has a grid of letters from 0 to Z. The 'BROWSE BY SUBJECT' section has a list of medical subjects with expandable arrows. On the right, the 'All Books' section displays a list of books with their titles, editors, publishers, editions, and ISBNs. The first three books listed are '5-Minute Infectious Diseases Consult', '5-Minute Orthopaedic Consult', and '5-Minute Pediatric Consult'.

Browsing Books (default)

Browse All Books – presents all subscribed books in alphabetical order.

Browse By Title – presents a list of books beginning with the selected letter (or alphabetically similar).

Browse by Subject – presents an alphabetical list of books dealing with a selected subject.

[+] – presents further subject levels

I – offers subject definitions

Additional Features

Table of Contents – expandable and always visible in full text view.

Back of the Book Index – browsable and includes links to top of the context page.

Chapter References – link directly to bibliographic databases and full text.



Main Search Page - Go to familiar Ovid Main Search Page.



Change Database - Switch to another database.



Logoff - End your Ovid session; frees a user license.



Help - Refer to explanations of functionality.

Printing, Saving, and Emailing

Save | Print | Preview | Email | Email Jumpstart links appear at the top of each chapter section.

Save – to save text as an ASCII file.

Print Preview – to redisplay text and graphics for printing; print whole chapter or use Print Selection for sections.

Email – to email text to one or more addresses.

Email Jumpstart – to email a link to a specific location within the book.

Graphics – use View link to open; then use browser options to Print, Email or Save.

Searching a Single Book (Current Book) or All Books:

Search: Current Book All Books Check Spelling

Enter a complete question or topic (see Searching Books).