INTRODUCTION TO EBSCO CINAHL
September 2010

CLASS OBJECTIVES
✓ Understand the scope of content indexed in CINAHL
✓ Execute an advanced search
✓ Limit a search by language, year of publication, and type of article
✓ Save articles to the Folder
✓ Review the options for viewing full text of articles
✓ Switch to another EBSCO database
✓ Print, save, or email the results of a search
✓ Demonstrate Citation and Export features

WHAT IS CINAHL?
❖ An index of nearly 3,000 journals from the fields of nursing and allied health
❖ Over 1,000,000 records dating back to 1981
❖ Complete coverage of National League for Nursing and the American Nurses Association publications
❖ Coverage of journals in biomedicine, health sciences librarianship, alternative/complementary medicine, consumer health and 17 allied health disciplines
❖ Coverage of selected health care books, nursing dissertations, conference proceedings, standards of practice, educational software, audiovisuals and book chapters.
❖ Full text of 72 journals plus legal cases, clinical innovations, critical paths, drug records, research instruments and clinical trials.

ACCESSING CINAHL
1. Go to the library's webpage: http://hslibrary.ucdenver.edu/
2. Click on CINAHL (Nursing) in the Top Resources list.

BASIC SEARCHING
Once you have selected EBSCO CINAHL, you are presented with the CINAHL main search page.
- Help is available on every page at the top right corner.
- Ask a Librarian allows you to send an email to, phone, or chat online with the library’s Reference Librarians, a great way to ask questions about databases or your search strategy and results.
- To search for a specific journal or author, change the “Select a Field” dropdown menu to your desired field. Example: AU Author.
- Limit your search using the menu below, which includes many options including date, article type, language, gender and age groups.
- Limits are still available after you click Search. They are under a “Search Options” to the right of the search results.
SUBJECT SEARCHING
The default search mode is to suggest subject terms, indicated by the check box above the search fields: “Suggest Subject Terms”

- To perform a subject search, leave this box checked, type in your keywords, and click Search or press <Enter>
- You may prefer to wait to limit your search until you have combined all of your terms.
- The CINAHL Headings screen displays subject headings to which CINAHL matched your keyword.
- Click on a Subject Heading to view its “tree structure” - related terms that are more general or more specific.
- Once you have chosen a term, click Search Database.
- View a definition of the term by clicking the page icon in the Scope column.
- If your search did not map to a desirable subject heading, you may select the box Search as Keyword at the bottom of the screen.

At the Tree Structure Page, you will have several options and more information about the subject heading. Scroll down the Tree page until you see the subject heading you selected – it will appear in black among several linked terms, above and below it.

You will also see several options to the right of the tree structure:
- **Explode**: retrieves citations using the selected term and all of its more specific or narrower terms.
- **Major Concept**: limits your search to those documents in which your subject heading is considered the major point of the article.
- **Qualify Subheadings**: can be used to restrict the focus of your search. Select one or more subheadings by clicking the checkbox that precedes each desired subheading.

- Most often you will want to choose Combine with OR to search for any of the subheadings you select to be applied to your findings.
- You may also choose Combine with AND to search for all subheadings to be applied.
TEXT/KEYWORD SEARCHING
- To search using a Text word or “Keyword”, un-check the Suggest Subject Terms box.
- Enter your term or phrase in the box and click Search.
  o A “Keyword” search looks in the Title, Abstract, and Subject Headings fields.
  o To search the root of a word (hypno*) or to search for plurals of the word (injur*), use the * truncation wildcard.
  o If CINAHL is unable to map your term to a Subject Term, it will automatically search your term as a Keyword.

AUTHOR SEARCHING
- Type the author’s last name, a space, and initial(s), if known, e.g. wilson mr, into the search box.
- Click the arrow in the Select a Field (optional) box and select AU Author and click Search.

ARTICLE TITLE SEARCHING
- Type a word or phrase from the title in the search box.
- Click the arrow in the Select a Field (optional) box and select TI Title (requires scrolling) and click Search.
  o Title words must be in the order that they actually appear in the title.

JOURNAL TITLE SEARCHING
- Type the journal title into the search box.
- Click the arrow in the Select a Field (optional) box and select SO Journal Title (requires scrolling) and click Search.

COMBINING SETS
- With your Search History/Alerts in view and your search boxes cleared, click the check boxes for two or more of your searches and click Add. The searches will be sent to the main search box. Click Search to continue.
  o Choose Combine Searches with “and” to search for the intersection of two or more searches. The and operator will reduce your retrieval.
  o Choose Combine with “or” (drop down box) to search for the union of two or more searches. The or operator will increase your retrieval.
  o Choose the “not” operator to subtract one search from another. Check the order of the searches in the search box to make sure you are subtracting from the larger set.

LIMITING SETS
- Click on Edit to the right of your search set to limit search results by variables such as language, gender, age, year, publication type, etc.
- Note that the changes will affect the last search selected. You may choose to limit a different search set by clicking the box next to it and then clicking Search Options. A window will appear with all available limit options:
  - Select as many limits as you wish by clicking the boxes or choosing from scrolling menus.
  - Hold down the <Shift>, <Ctrl> or “apple” key to make multiple selections or to remove selections from a single box.
  - Click Search to continue with your chosen limits, or Reset to start over. To go back to your search without applying options. Click the X at the top left.
FACETED LIMITS
- Sets can be further narrowed by common traits such as dates, subject headings, age groups, publication types, etc. on the left side using the Refine your results boxes.
  - Click on a type of trait such as Subject to expand or collapse a list of common subjects within that set. Click on a term to see all results from within your previous search that share that term.

DISPLAYING SEARCH RESULTS
Citations are automatically displayed in groups of 50 below the Search History/Alerts section.
- The default display is the citation format, which includes the title, author(s), Journal title, citation, article type, and any identifying numbers such as an ISSN (for the journal), CINAHL AN or PMID (for the article).
- Each article contains a Check Article Linker for Full Text link. This will check the library’s holdings for that article.
- Each article contains a button. Hover over this button with your mouse to see more details of the article, including the abstract, if available.
- To view the full citation, including subject headings, click the article title.
- Some articles will contain links to the HTML Full Text or the PDF Full Text, but the Check Article Linker for Full Text link is the primary method to determine if the Library owns a print or electronic version of the article.
- In some cases the cited references within the article are linked from the citation, but lack of this link does not mean the article has no cited references.
- Within each article’s full citation display appears a permanent link to the record (Permalink) which can be copied and pasted into the body of another document. Be aware that such links may not always work off-campus.
- Within each article’s full citation display appears a button that will display the citation in various output styles, including AMA, APA, and Chicago.

FIND SIMILAR
- From any article’s full citation display, a Find Similar Results link appears to the left.
  - EBSCO CINAHL compares the major subjects of the article with other articles and selects those with keywords in the text that match those subjects.

SELECTING RECORDS TO PRINT, SAVE, EMAIL, OR CITE
Select individual citations by clicking the Add to folder button. The article will go into a temporary “folder” and the button will change to: Remove from folder.
- Click on the Folder link at the top of the screen at any time to view the articles you have saved.
  - In the Folder view select citations individually or all at once using the Select / deselect all checkbox.
  - Selected citations may be printed, emailed, saved to disk, or exported to bibliographic management software using these buttons: Print Email Save Export.
  - When printing, saving and emailing citations, you will have the option to include your current search history and any full text PDFs linked within the CINAHL database. Be aware that this may lead to multiple emails being sent to the recipient as each linked full text article comes in a separate email.
OBTAINING FULL TEXT

Each article (except those with full text already in CINAHL) contains a **Check Article Linker for Full Text** link. This opens a new window that displays the library’s holdings information.

- Some articles will contain one or more bold **Article** links, which go directly to the full text:
  - Some articles will only contain a **Journal** link. Compare the dates of the library’s holdings to the date of the article. If coverage is indicated, you can still browse to the full text of the article using the **Journal** link.
  - There is no need to click on the **Resource** links to the right unless you are having trouble getting to the full text from the Article or Journal links.

- Some articles are available through the library’s physical collection. For these articles, the **Resource** is listed as: “Print Journals - Health Sciences Library, University of Colorado Denver”
  - Clicking on the **Journal** link in this case will not take you to the full text online, but it will tell you where in the library’s collection the journal is located.

Some articles are unavailable through the library’s holdings.

  - If you get the message that no holdings are available, follow the links to **Interlibrary Loan** to order a copy of the article. There is a small fee to order an item from our Interlibrary Loan Service.
SAVING A SEARCH STRATEGY / ALERTS

To save searches, you must first register for a free personal account with EBSCO.

- Select the search you want to save and click on the Save Searches / Alerts link.
  - If you already have an account, login to save the search
  - If you do not have an account, click I'm a new user to create one.
- Your searches can be named and saved in folders and sub-folders
  - When you are signed in to EBSCO, click the Folder link at the top of the screen to see your saved search folders on the left.
- You can save a search as an alert and have new results sent to you daily, weekly, bimonthly or monthly.

EXECUTING A SEARCH IN ANOTHER DATABASE
EBSCO is an interface to many databases other than CINAHL.

- To run your search in another database, click the Choose Databases >> link from the main search screen. (To return to the main search screen at any time, click the New Search link at the top left corner of the screen).
- A window will open where you can un-check CINAHL and check any other database(s) you want to search.
- Click OK
- Click Search History / Alerts and notice that instead of a number of results for each search there is a Rerun link.
- Click the Rerun link for the search you want.
  - Different databases use different subject terms. Be prepared to try your search with different keywords and subject terms if you do not get the results you expected.

EXITING CINAHL
To leave CINAHL, close your browser window. Once you close your browser window, your searches and anything in your folders (if you did not sign in with a personal account) will be lost.

HOW TO GET HELP
1. Send an Email to our Ask a Librarian service.
   - E-mail your question to AskHSL@ucdenver.edu and get a response within 24 hours, usually sooner.
2. Use our Chat service at http://hslibrary.ucdenver.edu/aal/
   - Call us! 303-724-2152 Monday – Friday: 8:00 am to 5:00 pm
3. Ask us in person.
   - Talk to a reference librarian, Monday - Friday: 8:00 am to 5:00 pm