

EBSCO User Guide

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1. What is Ebsco?

Ebsco is a platform that allows you to access:

CINAHL

Medline

EBSCO Psychology and Behavioural Sciences Collection

2. How do I access CINAHL through Ebsco?

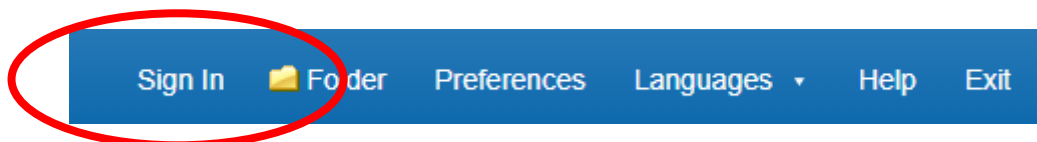
You can access them individually through links on the library website:

<https://www.bsuh.nhs.uk/library/accessing-information/find-information-on-a-topic/>

Or you can access them through [NHS Library and Knowledge Hub](#).

3. How to start a search

To enable full functionality (save searches and results) and allow access to your **Folder** (previous searches etc.), click the **Sign In** link on the top bar



Once you have selected a database, you can begin searching. If the screen displayed is not shown, click the **New Search** button in the top left and make sure **Advanced search** is selected.



Searching: CINAHL [Choose Databases](#)

Suggest Subject Terms

Select a Field (optional) ▾

AND ▾

Select a Field (optional) ▾

[Clear](#) ?

AND ▾

Select a Field (optional) ▾

+ -

[Basic Search](#) [Advanced Search](#) [Search History](#)

You can now start entering your natural language search terms in the fields. Please note, to search for a phrase you will need to use inverted commas.

To select which fields you would like to search, use the drop-down menus. You can choose to search all text in an item's record, or narrow your search down to specific fields. If you want to search more than one specific field, for example, Title and Abstract, you need to search for these on separate rows using 'OR'. Once you've entered your search term, select 'Search':



Searching: CINAHL [Choose Databases](#)

Suggest Subject Terms

TX All Text ▾

OR ▾

AB Abstract ▾

[Clear](#) ?

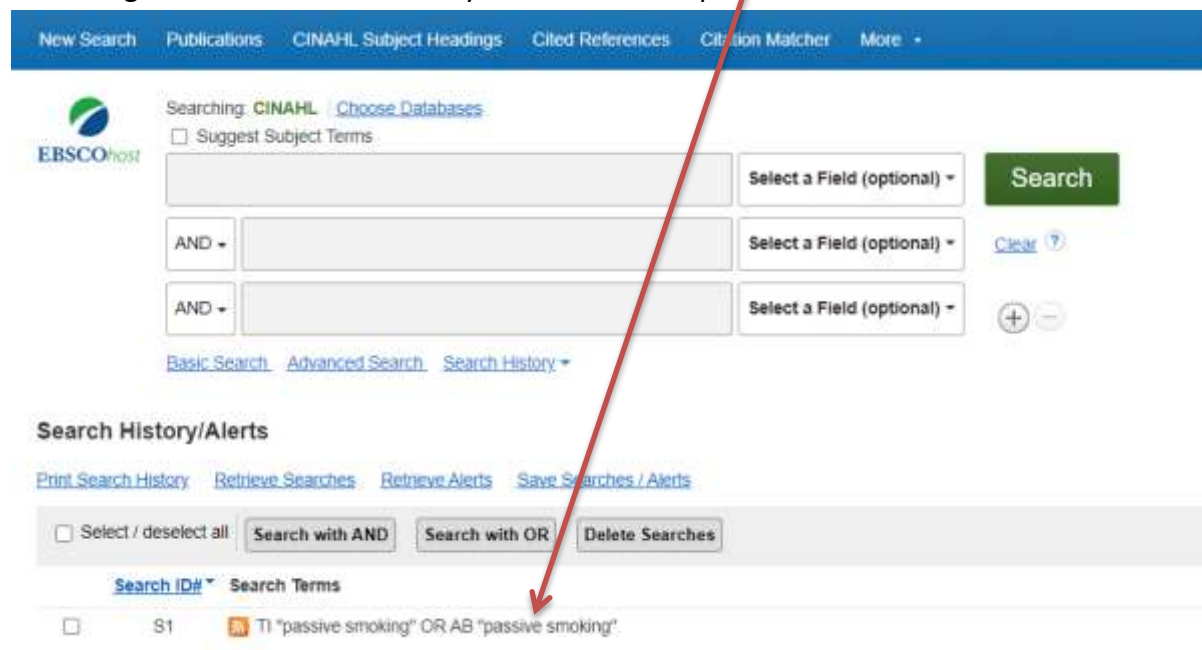
AND ▾

Select a Field (optional) ▾

+ -

[Basic Search](#) [Advanced Search](#) [Search History](#)

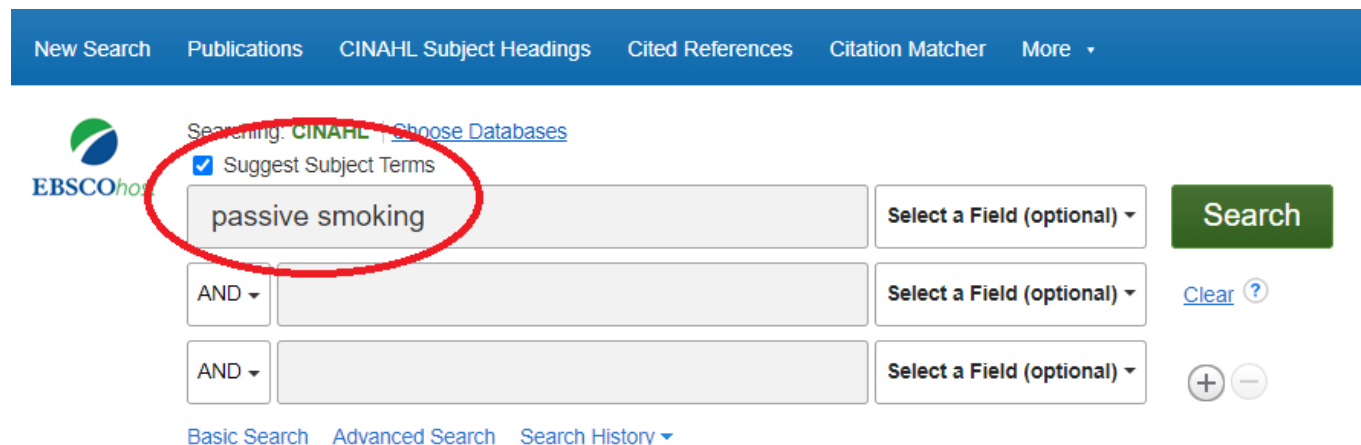
This will generate a results line for your search concept:



The screenshot shows the EBSCOhost search interface. At the top, there is a navigation bar with links for 'New Search', 'Publications', 'CINAHL Subject Headings', 'Cited References', 'Citation Matcher', and 'More'. Below this, the search area includes the EBSCOhost logo, a search box containing 'passive smoking', and a 'Search' button. There are also options for 'Suggest Subject Terms' and 'Choose Databases'. Below the search area, there is a 'Search History/Alerts' section with links for 'Print Search History', 'Retrieve Searches', 'Retrieve Alerts', and 'Save Searches / Alerts'. A table below this section shows a search history entry with a checkbox, 'S1', a subject heading icon, and the text 'TI "passive smoking" OR AB "passive smoking"'. A red arrow points from the text above to the search history entry.

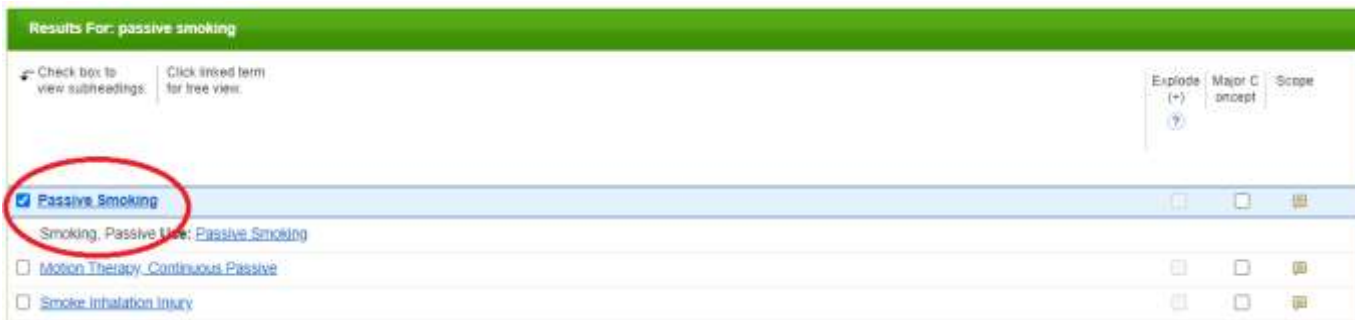
4. How to search with subject headings

To search for Subject Headings, tick **Suggest Subject Terms** and then click **search**

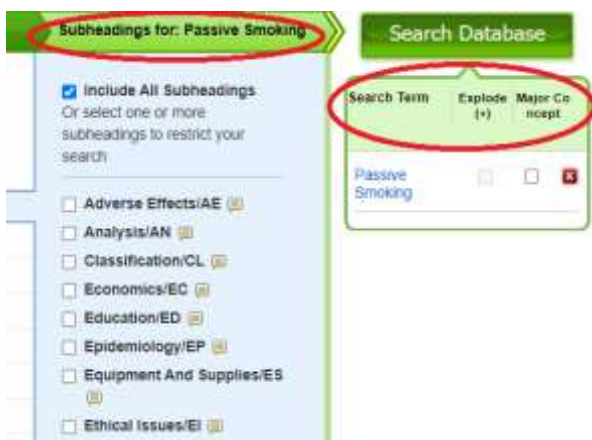


The screenshot shows the EBSCOhost search interface. At the top, there is a navigation bar with links for 'New Search', 'Publications', 'CINAHL Subject Headings', 'Cited References', 'Citation Matcher', and 'More'. Below this, the search area includes the EBSCOhost logo, a search box containing 'passive smoking', and a 'Search' button. The 'Suggest Subject Terms' checkbox is checked and circled in red. There are also options for 'Choose Databases' and 'Suggest Subject Terms'. Below the search area, there are links for 'Basic Search', 'Advanced Search', and 'Search History'.

The Thesaurus may have exactly what you're looking for, or offer suggestions to other subjects: have a go at searching for alternative terms too. **Click on the relevant heading if there is one.**



The database will also give you options to apply **Explode** or **Major concept** to the term selected, or to apply **subheadings** to the term; these options can widen or narrow the search:

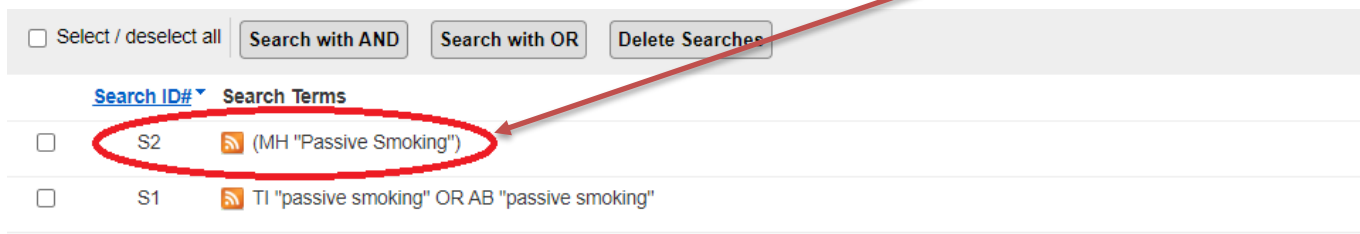


Hint: if you're not sure if a subject heading is the right one, click on the **scope notes icon**:



Click the **Search Database** button:

You will see that your subject headings search appears like this on your search history:



5. How to combine search terms with OR and AND

Combine your search terms and subject headings by selecting the line numbers you want to combine. Then click **Search with OR**:

The screenshot shows a search interface with a toolbar at the top containing three buttons: "Select / deselect all", "Search with AND", and "Search with OR" (circled in red), and "Delete Searches". Below the toolbar is a table with two columns: "Search ID#" and "Search Terms". The table contains two rows: S2 with terms "(MH \"Passive Smoking\")" and S1 with terms "TI \"passive smoking\" OR AB \"passive smoking\"". Both checkboxes in the "Search ID#" column are checked and circled in red.

Search ID#	Search Terms
<input checked="" type="checkbox"/>	S2 (MH "Passive Smoking")
<input checked="" type="checkbox"/>	S1 TI "passive smoking" OR AB "passive smoking"

In the below example, line S3 combines the results for one concept (passive smoking) and line S6 for the second concept (cancer). **Line S7 combines these two concepts with AND.**

The screenshot shows a search interface with a toolbar at the top containing three buttons: "Select / deselect all", "Search with AND" (circled in red), "Search with OR", and "Delete Searches". Below the toolbar is a table with two columns: "Search ID#" and "Search Terms". The table contains seven rows: S7 (S3 AND S6), S6 (S4 OR S5), S5 (MH "Lung Neoplasms"), S4 (TI "lung cancer" OR AB "lung cancer"), S3 (S1 OR S2), S2 (MH "Passive Smoking"), and S1 (TI "passive smoking" OR AB "passive smoking"). The checkboxes for S3 and S6 are checked and circled in red.

Search ID#	Search Terms
<input type="checkbox"/>	S7 S3 AND S6
<input checked="" type="checkbox"/>	S6 S4 OR S5
<input type="checkbox"/>	S5 (MH "Lung Neoplasms")
<input type="checkbox"/>	S4 TI "lung cancer" OR AB "lung cancer"
<input checked="" type="checkbox"/>	S3 S1 OR S2
<input type="checkbox"/>	S2 (MH "Passive Smoking")
<input type="checkbox"/>	S1 TI "passive smoking" OR AB "passive smoking"

6. Wildcard searching and truncation

In CINAHL, a wild card is represented by the # symbol. To use the # wildcard, enter your search terms, adding the # in places where an alternate spelling may contain an extra character. CINAHL finds all citations of the word that appear with or without the extra character.

For example, type **colo#r** to find all citations containing **color** or **colour**.

In CINAHL, truncation is represented by an asterisk (*).

To use truncation, enter the root of a search term and replace the ending with an *. The database finds all forms of that word.

For example, type **nurs*** to find **nurse**, **nurses**, and **nursing**, etc

7. Adjacency Searching

Adjacency searching is a way to search for two or more words that occur within a certain number of words from each other. The proximity operator is the letter **N** and a number (to specify the number of words). The number cannot exceed 255.

For example, **child* N3 asthma***

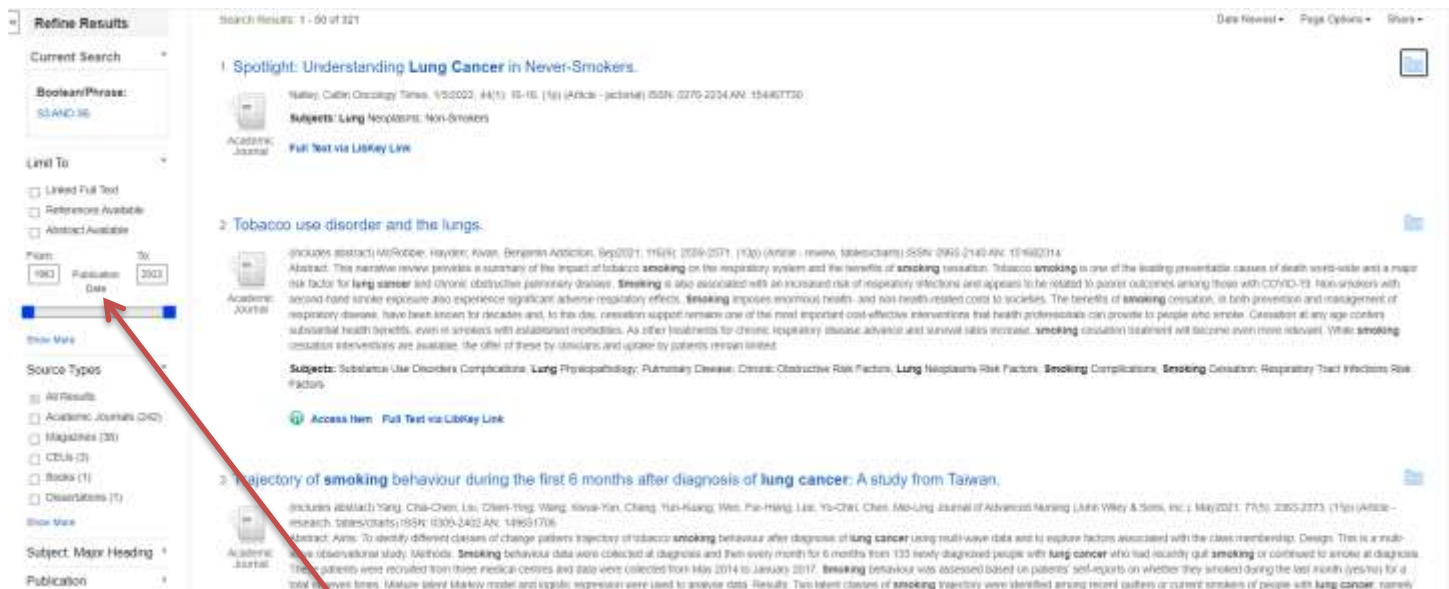
Would include “child with asthma”, “asthma in children” and “children who are asthmatic”

8. How to filter or limit your search results

Click on **View Results**



Your results will look like this:



On the results page, **you can filter down or limit your results** by publication date, language, gender etc. on the left-hand side options bar.

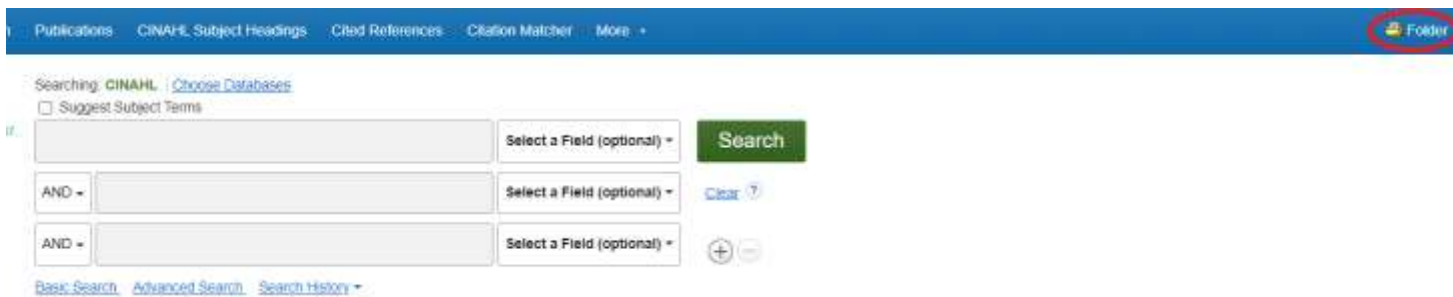
9. How to save individual results

You can save individual results by **clicking the folder icon**. The database will display folders to which you can save the result; **My Folder** is the default option, but you can set up other, named, folders. **Click this link** and the item(s) selected will be saved:



10. How to export results

To export results, click on Folder:



Select the results you would like to export and click on the output format / action

From here you can print or save your results as a file, send them via email, export to reference management software:

