Medline®: a guide

This handout gives information on using Medline (EBSCO®)
## Contents

**Introduction to Medline** .................................................................................................................. 1
**Accessing Medline** ............................................................................................................................ 1
**Searching Medline** ............................................................................................................................... 1
**Combining Searches** ............................................................................................................................. 3
**Limiting a search** ................................................................................................................................... 4
**How do I get the Full Text?** ................................................................................................................. 4
**Viewing and Selecting References** ..................................................................................................... 5
**Setting up and using a Personal Account** ............................................................................................ 6
**Repeating the search on CINAHL** ....................................................................................................... 6
**Finishing your Search** ............................................................................................................................ 6
**How can I get help?** ............................................................................................................................. 7
Introduction to Medline

Medline:

- Is recognised as the best source for searching the Biomedical Literature.
- Contains well over 12 million records from more than 5,600 journals.
- Covers the years 1966 to date.

Other databases you might use include CINAHL, PsycINFO, and AMED.

Accessing Medline

1. From the University of Bradford internal home page (www.bradford.ac.uk/internal) click on the link to eResources which you will find under QuickLinks.
2. Type the name of the database you want in the top box, then click Search,
3. You should then be able to access Medline (EBSCO) EITHER by clicking on the title (Medline) OR use the Alternative Link (located below the main link) if unable to use the main link.
4. The Main Search Page will load.

Searching Medline

MEDLINE uses subject headings (called MeSH or Medical Subject Headings) to index references to journal articles. Searching using subject headings should increase the number of relevant references you retrieve. It is not necessary to know what subject
heading should be used, MEDLINE will automatically 'map' your search term to headings related to your request.

To begin searching:

1. Enter your **first keyword** (e.g. pregnancy) in the search box and click on **Search**.

2. Medline will try to “Map” the term you have used to a subject term (e.g. a search for Pregnancy will also find other terms that might be relevant to your search).

3. Tick in the **box** next to the term(s) that you want to select.

4. If the term you have entered does not “map” to a relevant subject heading, select the last item in the list which will be followed by **Search as a Keyword**. This will search articles for mentions of the word(s) you have selected.

5. Click **Search Database**.

6. Scroll up the page to get to the Search box again and in the same way retrieve a set of articles on smoking.
Combining Searches

Once you have searched for all of your search terms separately you then have to combine your terms to retrieve references that answer your question. To combine terms we use **AND** and **OR**.

- **AND** is used to narrow a search. All terms must be present in any references you retrieve e.g. pregnancy AND smoking.
- **OR** (or means more) is used to expand a search. Your search will retrieve references containing ANY of the terms e.g. childbirth OR labour.
- **NOT** is used to exclude a group of results, e.g. smoking NOT marijuana smoking.

1. Make sure both sets of articles have been selected by ticking them and then click on **Search with AND**.

2. You should see the results of the combined search in the Search box. It will look like S1 and S2.

3. Scroll down the page to see your results. Notice the link to **SHOW MORE** and click on it.
Limiting a search

If you have retrieved a large number of references you may want to limit your search. Medline can limit your results by many parameters including date of publication, English language, to different kinds of research and to patient characteristics such as age and gender.

To limit a search

1. The limit options should appear when you click SHOW MORE.
2. If you want to limit to recent references published after a certain date choose the date you want to go back to (e.g. 2005).
3. Select the most appropriate limits.
4. Click on Search to impose your limits.

How do I get the Full Text?

1. Sometimes, as in the first article below, all you have to do is click to access the full text of the article. But these aren’t the only articles we have access to.
2. Where full text is not offered click on the SFX icon next to the details of an article you are interested in. This will help you find out whether or not a journal is available in the library, either online or in print.

3. SFX may provide you with a direct link to the Full Text version.

4. If the full text is not available online, you may have an option to Check for print holdings in University of Bradford Catalogue as the journal may be available in print.

5. If the article you want is not available either in print or online, SFX will say Sorry, this article is not available for immediate download. The article you need may then be ordered from us via inter-library loans. More information on this service is available at http://www.bradford.ac.uk/library/services/inter-library-loans/.

Viewing and Selecting References

1. To see more information about each article, click on the title.

2. Select relevant references as you go along by clicking on the blue folder on the right of each result.

3. When you have finished your selection, look for a Folder link at the top of the main screen and click on it. The references you have selected will have been stored here – log in with your personal account to store them permanently (see below).

4. From your folder you can print, save email or export to Endnote.
Setting up and using a Personal Account

We strongly advise you to set up a personal account with EBSCO.

This will enable you to store your folder and its contents and also to save your searches. You can even set up alerts so the system will run a search for you regularly and inform you of any new articles.

1. Look for the Sign-in to My EBSCOhost link at the top right of the Main Search Page.
2. Click on Create a New Account and complete the form (you will be asked to create a username and password).
3. As well as saving articles in your folder, you can also save your searches permanently so you can re-use them later. Look for the Save Search/Alerts option. Click on it, give your search a name and click Save. As well as saving your search, if you opt for Alert and say how often you want auto-alerts (daily, weekly, fortnightly or monthly) and click Save, the system will run your search for you automatically and notify you by email of new references found.
4. Next time you want to retrieve your search or the references stored in your folder, sign into your MyEBSCOhost account and look for the Folder link.

Repeating the search on CINAHL

Please note: Repeating the search on another database will sometimes retrieve no references. This does not mean there is no information available on that subject, just that the new database uses a different subject term to describe the topic. In this case, you should try the search again using a different term.

You need to be on the Main search page to do this.

1. Click on the Choose Databases link towards the top of the page.
2. Select another database to search by clicking on the title of the new database and clicking OK.
3. The search will be re-run in the database you selected.
4. Click on Search History.
5. Click on Select All followed by Refresh Search Results.
6. Check to see that all elements of the search have worked – the terminology is different in different databases – so you may need to find alternative subject headings /MeSH terms.

Finishing your Search

When you have finished click on the Logoff link at the top of the page.
How can I get help?

If you have a question about the library, have a problem with passwords, need help finding information or would like to be shown how to use a particular resource we are happy to help you. Go to the Information Desk, e-mail or phone.

Tel: 01274 236370  hsl@bradford.ac.uk