## **ELSEVIER**



# QUICK USER GUIDE

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#### HOW DO I... **EXAMPLE** INSTRUCTIONS From the home page, type your terms in the Quick search box using the Boolean operators AND, NOT, OR for a broad overview sitagliptin Start searching of the literature. Matching terms from the Embase thesaurus sitagliptin.. Emtree will be suggested underneath the Quick search box. Search for all information Click on Search and select Drug to search for drugs Search ▼ Browse ▼ related to a specific drug with drug subheadings. or drugs Ouick Search for all information Click on Search and select Disease to search for disease Advanced related to a specific with disease subheadings. disease or diseases Click on Search and select Advanced. You can scroll down Search for non-drug or Disease to select any number of available limits or start building disease related terms or your search directly in the search box. See below for more Article build a search strategy guidance on building your search in Embase. Use single or double quotes to search as a phrase, Search for a phrase or use a hyphen in-between words. All search forms in Embase include synonyms automatically Map to preferred terminology (with spell check) unless you uncheck the box 'Map to preferred terminology' (A) ✓ Include sub-terms/derivatives (explosion search) Include all synonyms for in the A) Advanced, Drug and Disease search forms or my term/phrase so my B) 'Extensive Search' in the Quick search form. Search terms search is comprehensive will be mapped to the Emtree thesaurus term by default **(B)** when you open the search forms. Check out Emtree for Extensive search (mapping, explosion, as keyword) a list of all synonyms for your terms. Map to preferred terminology (with spell check) In order to explode your search and include all narrower terms, (A) Include narrower terms for ✓ Include sub-terms/derivatives (explosion search) select A) 'Include sub-terms/derivatives' in the Advanced, Drug my term/phrase so I can and Disease search forms. Narrower terms are included in the search comprehensively for B) 'Extensive search' option in Quick search. Check out Emtree a family of drugs or disease **(B)** to see what the narrower terms are before searching. Extensive search (mapping, explosion, as keyword) Select 'Search terms must be of major focus in articles found' in the Advanced, Drug or Disease search forms. This will be Map to preferred terminology (with spell check) applied to all terms in your search and will only retrieve records Also search as free text Find articles where where the indexers found all your terms to be the main focus Include sub-terms/derivatives (explosion search) my term is the main topic Search terms must be of major focus in articles found in the article. This will then exclude all records where your Search also for synonyms, explosion on preferred terminology terms are indexed but were not considered to be the main focus of the article. All years are searched by default, but you can change this Search Publications from: Search all years in all search forms by selecting specific dates in 'Search 2010 to 2014 or 🗹 All years or specific dates Publications from'. Use Quick or Advanced Limits in the Advanced, Drug and MEDICAL DEVICE Disease search forms or use the text and graphical filters Refine my search to the left of your Search Results to refine your search JOURNAL TITLE further or to gain deeper insights into your result set. PUBLICATION TYPE PUBLICATION YEAR



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#### HOW DO I... **EXAMPLE INSTRUCTIONS** Use subheadings in the Drug and Disease forms. Adding Drug Subheadings: Limit drug and disease 'Adverse Drug Reaction' to your drug search for example, will searches to specific None retrieve only the records where indexers found a link between concepts, such as adverse Clinical trial a specific drug and an adverse event. The adverse event will be drug reactions, drug therapy Drug administration indexed as a disease. Use the filters at the left of your results or disease management to find records with specific subheadings in your result set. Use field limits in the Advanced search form. As well Limit to certain fields, as Title and Abstract, you can also limit to, for example, such as title and abstract Conference Name or Drug or Device Name. ? = one character exactly e.g. sulf?nyl searches sulfonyl or sulfinyl \* = any number of variable characters, Build my search using sulf\*nyl e.g. sul\*r searches sulphur or sulfur sulf?nyl wildcards and operators NOTE: Wildcards do not work in phrase searches And, Or and NOT, NEXT/n = any number in a defined order and NEAR/n = any number in any order may also be used to build your search. After running a search, hover the mouse over the result and click on 'Edit' to make changes to your search or return to the Edit my search Advanced search form by selecting 'Copy to advanced search' to make changes or add additional limits. To set up an e-mail alert, log in to Embase.com, hover your mouse over the search result and click on the envelope icon next to the text 'Set e-mail alert'. Set up email alerts or save my searches To save a search, select your search by checking the box to the left of each search result and then select 'Save' at the top of the page. In the Search Results, select Export from the top of your 3,764 results for search #1 Export, print or View | Print | Export | Email | Order | Add to Clipboard results and choose from several options, such as RIS format, share my results Sort by: O Relevance O Publication Year O Entry Date plain text or CSV. Open Help under Tools in the top navigation bar for Get information on guidance on using Embase and keep up to date on the Email Alerts what's new in Embase latest Embase releases and news with the Twitter feed, Saved Searches found on the Quick search page.

### **Additional Search Tips:**

- Break up your search into individual topics/searches and combine searches using the Combine feature on the Search Results page. Do this once you have completed the individual searches, as it will be easier to identify parts of your strategy for editing or further refinement later.
- When editing searches, familiarity with Command Line Search syntax may be useful. Refer to Help for a list of index fields and subheading codes.
- When editing searches, remember to amend or delete the date range or other unwanted limits from your strategy before adding a new date range or alternative limits.
- Look at Index Terms of relevant records for possible index terms that you haven't yet considered.
- Scan titles and/or abstracts for alternative search terms.
- View a relevant record from your search results and click on Related Articles.

**Note:** When indexing Embase, we use a thesaurus called Emtree, which organizes biomedical terms in a hierarchical tree and includes all synonyms. In Advanced, Drug and Disease, the option 'Map to preferred terminology 'ensures your search results will include all articles with your typed term and all synonyms. Any term lower in the tree than the term you are looking for is called a narrower term.

An explosion search includes these narrower terms in your search. Sitagliptin is a narrower term for oral antidiabetic agent, for example.

