



PsycINFO Database Searching Guide (via ProQuest)

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A. Accessing the PsycINFO Database and Creating a Personal Account

Accessing the NHS Library and Knowledge Hub and PsycINFO

- Go to the NHS Library and Knowledge Hub (KHub) and click on https://library.nhs.uk/knowledgehub/, then click on "Start your Search". At the top of the page, click on the link highlighted in yellow that reads, "Sign into NHS Open Athens for full access".
- If you do not have an NHS Open Athens account or it needs renewing, click on the link that says "Register for an NHS Open Athens" or alternatively go to https://openathens.nice.org.uk/.
- Once you have logged in you can do a quick search in the Khub search box or go down
 to the bottom of the page to "In-depth Searching" and click on "PsycINFO".

This will take you to PsycINFO provided by **ProQuest** front page:





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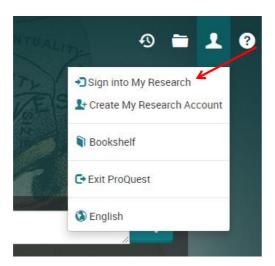
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You will first need to create a personal/research account to save your searches and results. (If you already have a personal account, log in now).

Click on the person icon in the top right corner:



From here, either sign into your existing Research Account, or select 'Create My Research Account':



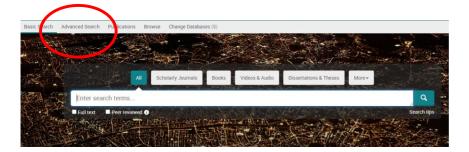


B: Searching for Terms

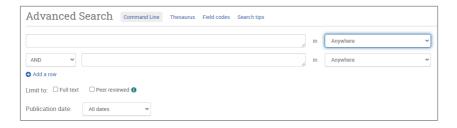
To get back to the ProQuest front page, click on the ProQuest icon on the top left:



1. To start a search, click on 'Advanced Search':



2. You can now start entering your search terms in the fields:

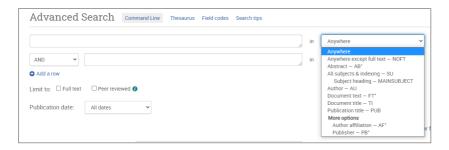




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3. To select which fields you would like to search, use the drop-down menus. You can choose to search anywhere in an item's record, or narrow your search down to specific fields:



4. 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':



5. This will take you to the results page. To see your current search, click on 'Recent Searches':



This will show you your search strategy so far.

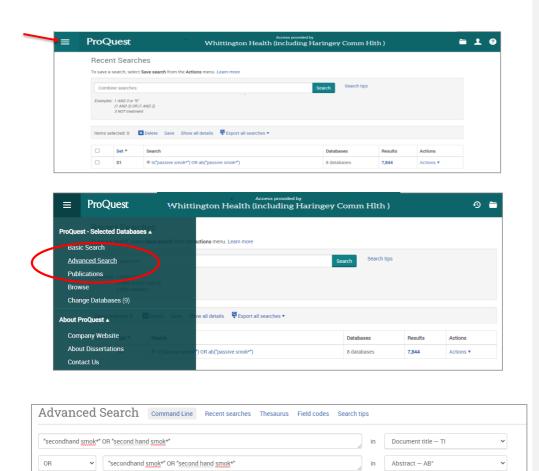




Add a row

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6. To search further, you will need to get back to the Advanced Search by clicking on the three lines on the top left-hand corner:



Repeat steps 1-6 for all keywords.

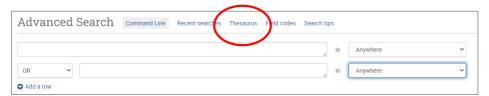




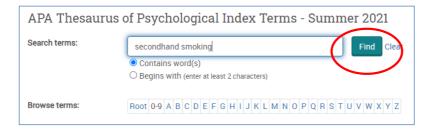


C: Searching for Subject Headings

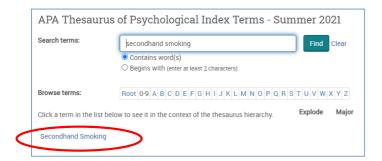
7. To search for Subject Headings, select Thesaurus from the menu bar. *Make sure to clear the search fields of previous keyword searches:*



8. Type in what subject headings you want to search for and click 'Find':



9. 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**:

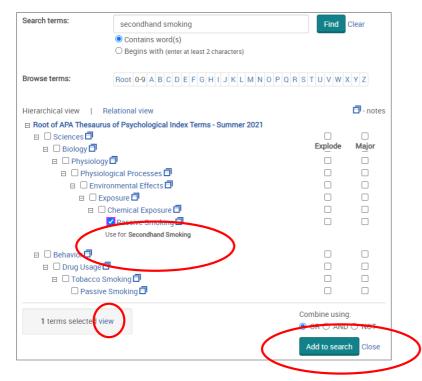






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10. Tick the term(s) you want to use and click on 'Add to search'. The Thesaurus will suggest broader and narrower terms, which you can also select, or click on the notes icon to find out more about each term:



11. This will add the subject heading to the search field. Click 'Search' to search for the subject heading:



Repeat steps 7-11 for all subject headings.



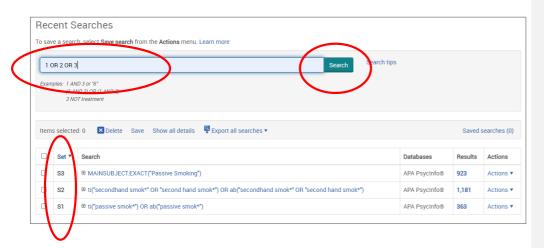


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12. Head back to your Recent Searches (by clicking "Recent Searches" – see Step 5) to combine your search terms.

D: Combining Search Terms and Subject Headings

13. Combine your terms and subject headings by typing OR between the line numbers you want to combine (without the preceding 'S') E.g., 1 OR 2 OR 3 Then click 'Search':



14. Head back to 'Recent Searches' to view your strategy so far, including the results for the first concept (Line 4 in the example below):



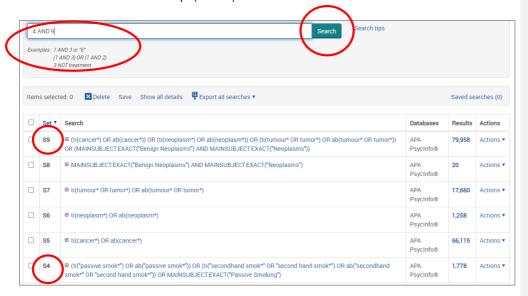
Repeat steps 2-14 to search for the rest of your concepts.





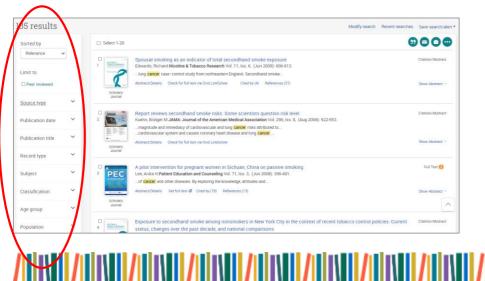
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15. Once you have searched all your concepts, combine them using 'AND' and click 'Search'. In the below example, line 4 combines the results for one concept (passive smoking) and line 9 for the second concept (cancer):



E: Filtering and Saving Results

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





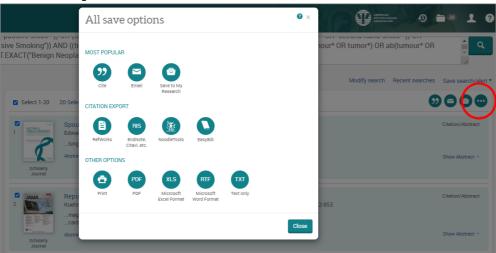
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17. You can save individual results by ticking their selection box and clicking the 'Save to My Research' icon. These results will now be saved in your 'My Research' folder:



18. To export results, select the results you would like to export and click on the 3 dots to view all save options.

From here you can save your results in your Research Folder, send them via email, export to reference management software or save them as PDF:





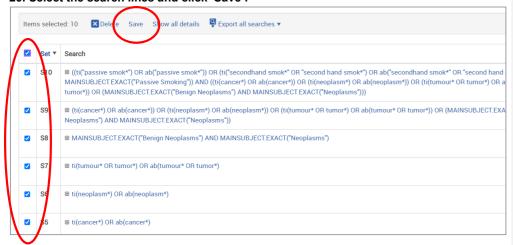
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19. As well as saving the results, **we highly recommend saving your search**. To view your search, **head back to your Recent Searches by clicking the clock icon:**



20. Select the search lines and click 'Save':



21. Give your search strategy a name and add comments if you wish. Click 'Save':

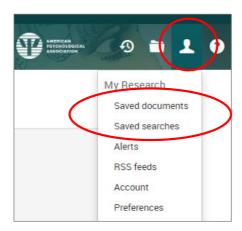






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22. You can access your saved searches and saved results from your account menu:



Any questions? Get in touch and we can help:

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This guide was adapted from one created by <u>Ramona Naicker</u>, Library and Information Specialist at Salford Royal Hospital, part of <u>Northern Care Alliance NHS Group.</u>

Commented [WC(HNT1]:

