



OvidSP Databases

Available OvidSP Databases

- ICONDA (International Construction Database)
- Wilson Index to Legal Periodicals and Books
- FIAF International Filmarchive Database
 - FIAF Databases
 - FIAF Segments
 - International Index to Film Periodicals
 - International Index to TV Periodicals
 - List of periodicals indexed
 - Treasures from the Film Archives
 - FIAF Affiliates Publications
 - Film/TV documentation collection

Access

1. At the Library Home Page (<http://www.cityu.edu.hk/lib/>), select **E-Resources**.
2. Select **Databases: Title List**.
3. Use either of the following methods to enter the database(s):
 - Select one of the bulleted databases listed above, from the alphabetical list by title.
 - Select **OvidSP Databases**, select one or multiple database(s) you want to search, then click the **Open selected resources** button.

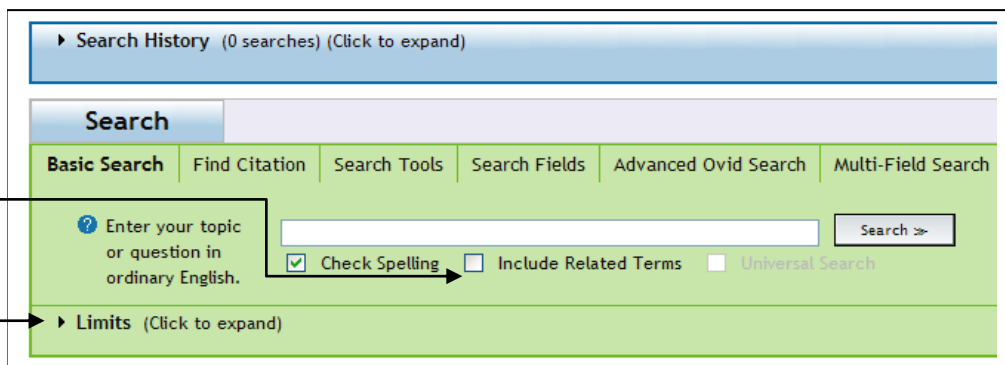
Search

Note: The fields and limit options available in OvidSP databases vary. International Index to Film Periodicals is used as an example in this part of the search guide.

1. Enter search term(s) or question(s) using everyday English.

2. [Optional]
 Check box **Include Related Terms** to expand search to broader terms.

[Optional]
 3. Click on **Limits** to select options to reduce or filter search.



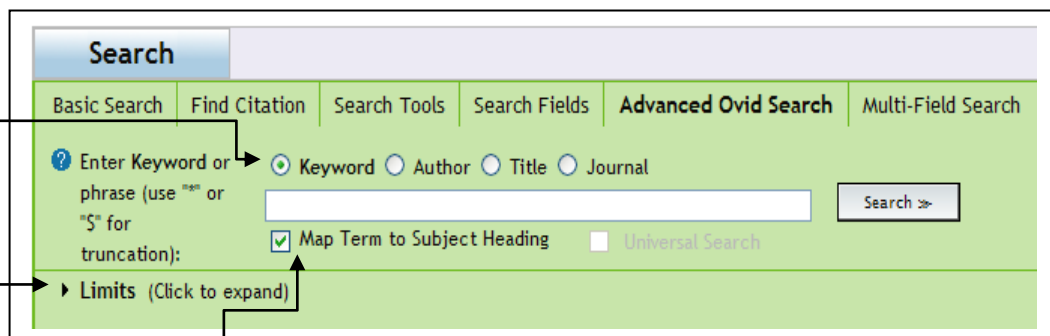
4. Click on **Search**.

Advanced Search

1. Enter search term(s).

2. Select field to search. Default is **Keyword**.

[Optional]
 3. Click on **Limits** to select options to reduce or filter search.



[Optional] Not available in all databases.

4. Check **Map Term to Subject Heading** box to find subject headings to describe your topic. (For keyword searching only).

5. Click on **Search**.

Mapping Display

(Not available in all databases.)

When **Map Term to Subject Heading** option is enabled in the Advanced Search Option, subject headings that best match your search term(s) are automatically displayed. The option to do a keyword search is also available.

1. Check box to search by subject heading(s) and/or by keyword.

2. If selecting more than one heading, choose relevant operator to combine terms.

Options 3-6 are not available in all databases that have Mapping function.

7. Click on **Continue** to view search results.

The screenshot shows a search interface with a table of subject headings. Above the table, there is a 'Combine selections with:' dropdown menu set to 'OR' and a 'Continue >>' button. The table has columns: 'Select', 'Subject Heading', 'Explode', 'Focus', and 'Scope'. The 'Subject Heading' column contains three entries: 'CAMERAS', 'REMOTE CONTROL CAMERAS', and 'camera.mp. search as Keyword'. Each row has a checkbox in the 'Select' column. The 'Explode', 'Focus', and 'Scope' columns each have a checkbox. Arrows point from the numbered instructions to these elements.

[Optional] 3. Click on **Subject Heading** to select from a list of broader, more specific or related subject headings.

[Optional] 4. Check **Explode** box to automatically include more specific subject headings in your search.

[Optional] 5. Check **Focus** box to limit search to records that have subject heading as main topic.

[Optional] 6. Select to view more information about subject heading.

Search tips

Basic Search results are ranked by relevancy with best ranked records displayed first. Ranking and display of search results in **Advanced Search** varies between databases.

Use only the database navigational aids and not your browser's back and forward arrows to move between pages.

Select **Multi-Field Search** option to search by a specific field. e.g. journal abbreviation.

Use **Find Citation** option to retrieve specific journal article citations.

Map Term to Subject Heading option is not available in all databases or if searching more than one database simultaneously.

Use Boolean Operators to combine multiple words/phrases:

Operator	Example	Finds
AND	culture AND crime	records with both the words <i>culture</i> and <i>crime</i>
OR	web OR internet	records with the word <i>web</i> or <i>internet</i> or both
NOT	lighting NOT sound	records with the word <i>lighting</i> but not <i>sound</i>

Use brackets () to specify the order of the Boolean operators in your search statement. For example, *zen and (art or painting)*, the operator inside the brackets (or) is executed before the operators used outside the brackets (and).

Boolean operators are not case sensitive.

Two adjacent search terms are automatically combined with the operator AND and also are searched for as a phrase.

- Wildcard Symbols:

Symbol	Function	Example	Finds articles containing...
?	to substitute a single character	wom?n	<i>woman</i> or <i>women</i>
*	to replace zero or more characters in a search word	behavi*r manage*	<i>behavior</i> or <i>behaviour</i> <i>manage</i> , <i>managed</i> , <i>manager</i> etc.
\$	to replace characters at the end of a search word	comput\$	<i>computing</i> , <i>computers</i> etc.

You cannot use wild card symbol ? if there is only one letter in front of the position where you want to place it. For example, the optional wild card search f?etal results in an error message.

Display Search Results

Click to select options for display of fields, record format and/or number of records per page.

Check box to display all abstracts inline with the record.

Click down arrow to view sort options. e.g. publication year, title, author.

Click to read abstract.

Click to view more information about the record.

Click to read abstract

Click to check availability of full text.

Select to refine search by top authors or top journals based on search results.

Check box to mark record for later printing, saving or emailing.

Search results page showing search terms, results list, and options to view abstracts or complete references.

Search History

To review search results sets, click **Search History** on left hand side of main search page. Options are available to combine, remove, or display previous searches. Search histories and search results can be saved into a personal account and retrieved later.

Click to select all **Searches**

Click to sort by search number.

Click to **View Saved searches in a Personal Account.

Click to **Display** search results.

**Click to save search into a Personal Account or to delete search.

Click to **Save Search History** into a Personal Account.

Click to remove selected search from the display.

**Click to save selected search to a Personal Account.

Selected searches can be combined with relevant operator. (For Advanced Search Type only).

Searches	Results	Search Type	Actions
1 CAMERAS/	113	Advanced	Display More
2 LIGHTING/	166	Advanced	Display More

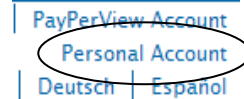
Remove Selected | Save Selected | Combine selections with: And Or | Save Search History

**You will be directed to login to your personal account or to create one if you do not have one already.

Personal Account

Select **Personal Account** on top right hand side of main search page to login to or to create a private workspace to:

- Save searches, search histories and retrieve saved searches.
- Set up autoalerts to receive regular email updates or RSS feeds on your search.(Not available in all databases).
- Set up email jumpstarts to connect directly to pages in the database.
- Customise preferences in Results Manager.
- Record annotations on records. (Not available in all databases).



Select to login to or to create a **Personal Account**.

Print/Email/Save/Export

To print,email or save records in a preferred format, open **Results Manager** located at the top or bottom of the page.

- Select from options listed under **Results, Fields, Result Format** and **Sort Keys** and from the available **Actions**.

▼ Results Manager (Click to close)			
Results <input checked="" type="radio"/> Selected Results <input type="radio"/> All on this page <input type="radio"/> All in this set (1-2249) and/or Range: <input type="text"/> <input type="button" value="Clear Selected Results"/>	Fields <input type="radio"/> Citation (Title,Author,Source) <input checked="" type="radio"/> Citation + Abstract <input type="radio"/> Citation + Abstract + Subject Headings <input type="radio"/> Complete Reference <input type="button" value="Select Fields"/> <input type="radio"/> Selected fields: (ab, an, av, ti, so, yr, ph, ad, bi, ca, cr, cp, dt, fd, ft, fy, fp, fw, sh, kw, ri)	Result Format <input checked="" type="radio"/> Ovid <input type="radio"/> BRS/Tagged <input type="radio"/> Reprint/Medlars <input type="radio"/> Brief (Titles) Display <input type="radio"/> Direct Export <input type="checkbox"/> Include Search History <input type="checkbox"/> Include link to each record	Actions <input type="button" value="Display"/> <input type="button" value="Print Preview"/> <input type="button" value="Email"/> <input type="button" value="Save"/>
Sort Keys Primary: <input type="text" value="-"/> <input type="button" value="v"/> <input type="text" value="Ascending"/> <input type="button" value="v"/>			

To export records into bibliographic management software such as Refworks, go to **Results Manager**.

- Select from options listed under **Results**.
- Change option in Fields to **Complete Reference**.
- Select **Direct Export** as Result Format and click on **Save** under the Actions menu.