

ProQuest® User Guide

With Health Sciences Functionality

2009 edition

What is ProQuest®?

ProQuest is an aggregated electronic publications service. It is one of the largest online content repositories in the world and provides a single, integrated platform. Depending on your institution's subscription, ProQuest provides online access to the full text of thousands of journals, newspapers and magazines with detailed abstracts and indexing for thousands of other publications. With it, you will find answers to your questions in fields that range from the latest scientific breakthroughs to emerging business strategies to the latest Hollywood blockbusters.

ProQuest – key features

- Intuitive, easy-to-navigate interface.
- Clearly labelled search results.
- *One Click Searching™* linking technology to the full text of the search results, whether it is from ProQuest or any other content provider.
- *ProQuest Smart Search* for simpler searching.
- *ProQuest Alerts* allows you to receive email alerts of content updates.
- *My Research*, providing a comprehensive record of your searches.
- *ProQuest Search Widget* helps your library increase visibility by embedding a ProQuest search box on your institutional page.
- *RSS Feeds* for full-text content updates.

Getting Started with ProQuest

The following screens are available:

- *Basic*
- *Advanced*
- *Data Reports* (this appears in *ProQuest Entrepreneurship* only)
- *Topics*
- *Browse* (Only available in selected databases with non-periodical content)
- *Publications*
- *My Research*

To move between the different screens, just click on the appropriate tab. This guide explains how to use these different screens to find documents and citations for your research and study, and how to get the most from your search results.

Local language interfaces

The ProQuest interface is available in a number of languages: Arabic, English, French, German, Hungarian, Indonesian, Italian, Japanese, Korean, Norwegian, Polish, Portuguese, Russian, Simplified Chinese,



Spanish, Thai, Traditional Chinese, and Turkish. All screens, including search screens, online help and the topics screen, are translated into the local language. To change the language interface, use the drop down menu on the top right of the screen.

Databases

The **Databases** screen is available from the **Basic**, **Advanced** and **Publications** screens by clicking the **Databases selected** or the **Select multiple databases** links. It allows you to quickly scan database descriptions for:

- Subjects
- Source types (eg newspapers, journals)
- Coverage
- Links to title lists
- Links to further information

ProQuest is organised into subject-based collections of documents from newspapers, periodicals and academic journals. The **Databases** screen displays the databases that your institution subscribes to, enabling you to choose between searching across all databases simultaneously or selecting only collections relevant to your research or study. The description of a database is under each title. A note is displayed, describing the collection and providing general information about the publications available.

- To view a list of publications available in that collection on the **Databases** screen, click **View Titles**.
- To select collections for your search, check the box next to each database you wish to search and then click **Continue** to move to your institution's default search mode.



Basic Search

In the **Basic** search screen, you can search by keyword or phrase. Simply enter your keyword in the search box. You can join these words with Boolean operators **AND**, **OR** and **AND NOT** to focus your search. To search for a phrase of more than two words, use quotation marks. You can also use the proximity operators **WITHIN** and **PRE**.

To narrow your search further, you can:

- Select a **Database**, by using the drop down box to choose a subject database relevant to your query.
- Specify a date range, using the drop down **Date range** menu.
- Restrict documents to full-text documents by checking the box next to **Full text documents only**.

- Restrict documents to **scholarly journals** by checking the box marked **Scholarly journals, including peer-reviewed**.

This gives you the option to search by **Publication title** and **Author**, and **Look for terms in** either citation and abstract or citation and document text.



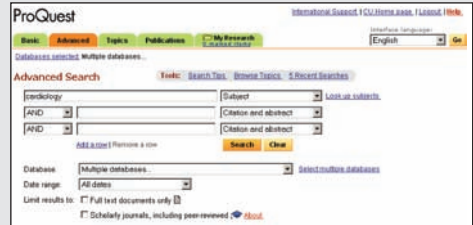
Look Up Lists

Look up lists enable you to find very precise results. You can see and use ProQuest's detailed indexing in your searches.

To use the Look up lists function:

- 1 Choose **Advanced** search.
- 2 Choose which field you would like to search in from the drop down menu – eg **Document Type**. A link will appear next to the drop down menu called **Look up document types**; click on this link and you will see a pop up box with types of documents. Select the type of document you would like to read and click **Add to search**. For example, if you choose **Subject** from the drop down menu, a **Look up subjects** link will appear next to the drop down menu. Select your subject and click **Add to search**.
- 3 Repeat this step as many times as required. Remember to select the appropriate Boolean operator under the section **Add multiple terms to your search using...**

- 4 If you choose **Subject** from the drop down menu, the **Look up subjects** link will appear next to the drop down menu. Select your subject and click **Add to Search**.



Publications

This screen provides detailed information about the journals and other publications available through ProQuest. To access this screen, click on the **Publications** tab.

To search for a particular publication use double quotation marks to find an exact title match, such as *"The Lancet"*. If you do not know the complete title, enter the words you do know, using Boolean operators if necessary.

Alternatively, all publications are listed alphabetically, so you can browse through the complete list.



Once you have selected a publication you are interested in, you will be taken to a new screen, with two main options:

1 Search for articles within this publication

This allows you to perform keyword searches across all issues of a particular publication:

- Enter a keyword in the search box, using Boolean operators if required.
- As with the other search screens, if you wish to search for a particular range of issues by date, you can use the **Date range** drop down menu.
- Check the **Full text documents only** box to limit your results to full text.
- Use drop down boxes to search in fields such as **Citation and Abstract only**.

To find articles using the **Topics** screen:

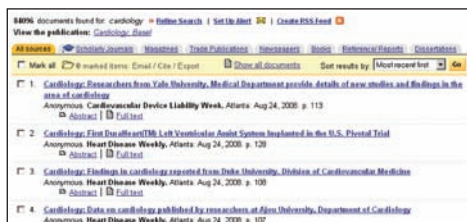
- 1 Click on the **Topics** tab.
- 2 Enter your keyword and the ProQuest system will reply with a list of suggested narrow or related terms.
- 3 When you have found a subject you are

interested in, click on **View documents**; ProQuest searches **Databases** and retrieves all the articles about that term for you to read.

- 4 Alternatively, browse the *alphabetical list* or navigate through the topic tree to find areas you are interested in.

Results

Once you have entered your search terms and clicked search, the **Results** page appears. It displays documents relevant to your search term, and helps you to navigate and select documents. Results are now grouped by the type of information, and the total number of documents found is clearly marked. Depending on what you are searching and which database you subscribe to, you may find more relevant tabs to filter your search:



- All sources
- Scholarly Journals
- Top Journals
- Magazines
- Trade Publications
- Newspapers
- Books
- Video
- Standards
- Reference/Reports
- Dissertations
- Working Papers

Once you have refined your results you can:

- **Mark/clear all documents**, or mark only the documents you are interested in by checking the box next to the individual document titles.
- Click on **Show only full text** to limit to full text.
- Sort your results, using the **Sort results by** drop down menu. The sorting methods available depend on the database(s) you are searching, but usually include most recent first, and the most relevant first.
- Change the number of **Results per page** – use the drop down menu at the bottom of the results page to adjust the number of documents displayed on each page.
- **Refine your search** – a search field with the terms you used to run your search can be found at the bottom of the results page. You can refine your search by adding additional terms, if using the advanced search selecting a different database, or selecting date range, etc.

Reference Linking

Easily located related research with reference linking.

- 1 In an article screen, click in the **References box** to see **References** and **Cited by** results.
- 2 **References**
 - Include all the sources cited in an article's bibliography.
 - Review the cited sources and discover relevant research you might not otherwise have encountered.

- Quick, easy access to full text wherever possible.

3 Cited by

- Additional sources cited by other researchers.
 - May be highly relevant to your research topic.
 - Identify authors and journals that publish on your research topic.
- 4 Also available in the search results screen as a direct link.

- Translate the article into a language of your choice (eg Chinese, French, German, Korean, Italian, Japanese, Portuguese, Russian, Spanish and Turkish).
- Email the document to yourself or a colleague by clicking the **Email** button and completing the simple form that appears.
- Change the format of the document.
- Jump to full text from directly below the document title.
- Find similar documents by selecting the boxes in the **Find more documents like this** box and click **Search**.
- Add the article to your marked list, by checking the **Mark document** box.

306 Green's which? **The Argument**
 Bruce L. Wilson, *Religion and People*, Fall/Winter 2008, Vol. 29, Iss. 6, p. 10
 49 citations | 13 full texts

307 Strength's plea to prevent BMSA, deaths after, body mass to keep
 CONNOR HANLEY, *Body Building Telegraph*, Daily (NY), Jul 2008, p. 12
 49 citations | 13 full texts

308 ATHLETIC Skin Infections: Avoiding and treating them
 Victor Linn Family Health, *Edinburgh*, Summer 2008, Vol. 24, No. 2, p. 162 (2 pages)
 49 citations | 13 full texts

309 Studies: Skin Infections: Avoiding and treating them
 David Wilson, *Flag Club*, Atlanta, July/Aug 2008, Vol. 10, Iss. 4, p. 17 (2 pages)
 49 citations | 13 full texts

310 Health care facilities: Infection control of BMSA
 Anononon, *Hospital & Health Networks*, Chicago, Jul 2008, Vol. 82, No. 7, p. 129 (2 pages)
 49 citations | 13 full texts

311 BMSA caused pneumonia, deaths in prison people, during the season
 Anononon, *Hospital & Health Networks*, Chicago, Jul 2008, Vol. 82, No. 7, p. 129 (2 pages)
 49 citations | 13 full texts

ProQuest

Document View

ATHLETIC Skin Infections: Avoiding and treating them
 Victor Linn Family Health, *Edinburgh*, Summer 2008, Vol. 24, No. 2, pp 16, 2 page

Health Abstracts
 Fungal (ring) infections commonly affect skin, face and nails. These infections can show up anywhere on the skin. They often occur in moist areas, often developing between the toes and under the nail of those people, the athlete's foot (or jock itch) or athlete's groin.

These infections of the body and face usually spread up as regular athletes like patients with a well defined cut, usually under the central area of the face and neck. As the infection has a certain appearance, it is often called 'ring' or 'ring' disease, it is also described by a name, the one is usually athlete. These infections of the skin (also called) cause not only patches and often have little spots.

Many healthy people carry the common bacteria athlete's foot disease, or 'athlete's foot' skin or in the nose. Such can cause ring disease but does not cause athlete's foot. However, some athletes, such as BMSA, do not respond to regular penicillin-like antibiotics.

Add to my content (document details)

Find more documents like this:

- Athlete's
- Infections
- Infectious diseases
- Disease prevention
- Medical treatment
- Skin diseases
- Microbiology

Language document viewer

Address: [http://www.proquest.com/health/athletic-skin-infections-avoiding-and-treating-them](#)
 Author(s): [Victor Linn Family Health](#)
 Author Address: [Victor Linn Family Health, 4411 Lake Cook Road, Deerfield, IL 60015, USA](#)
 Document Type: [Full text](#)
 Document Format: [PDF document](#)
 Publication Title: [Edinburgh](#), Summer 2008, Vol. 24, No. 2, pp 16, 2 page
 Source Type: [Periodical](#)
 ISSN: [0950-0804](#)
 Document Number: [1001152121](#)
 Document Code: [1001](#)
 Document URL: [http://www.proquest.com/health/athletic-skin-infections-avoiding-and-treating-them](#)

ProQuest

ATHLETIC Skin Infections: Avoiding and treating them
 Victor Linn Family Health, *Edinburgh*, Summer 2008: 24, 2, ProQuest Direct Complete
 pp. 15



ProQuest

Infezioni di pelle sportive: Evitando e trattandoli
 Victor Linn Family Health, *Edinburgh*, Summer 2008: 24, 2, pp. 16, 2 page

Full text HTML viewer
 Copyright Edmondo Jovino, Summer 2008



ProQuest

Access this full text online whether the problem is fully covered. Data abstracts come up on the basis of a pre-processed level text. All the pages contain the relevant and profitable text.

Athlete's foot

Content Alerts

To keep up to date with the very latest research in your field, you can sign up for:

Publications Alerts and Search Alerts

- 1 Search for your favourite query or publication.
- 2 Click the **Set up Alert** button, available in the **Basic** and **Advanced** search results, **Recent Searches, Publications and My Research**.

ProQuest

Set up Your Search Alert

As new documents matching your search are added to our database, ProQuest will automatically send new results to the email address you provide below. Choose your alert options and click the **Save** button.

Search:

Scheduler: send this alert

Send message when there are no new results.

Step alert: (can be removed)

Email address:

Subject:

Message:

- 3 No registration is required; you just need to provide an email address.
- 4 You can then access full text and abstracts from any computer with access to ProQuest.
- 5 Options include how often you wish to receive email alerts, expiry dates, and custom subject line and message.



RSS Feeds

End users can now create *RSS Feeds* for any search query and almost any publication (excluding historical publications, for example). You need to have access to an RSS reader.

- 1 Create an *RSS Feed* for any search query on the ProQuest platform.
- 2 Set up by clicking on the **Create RSS Feed** link in the **Results page**.
- 3 Also by following the Set up *RSS Feeds* link on the ProQuest website under **Library Tools**.
- 4 Copy the URL given and add to your RSS reader.
- 5 No personal account required to create them.
- 6 *RSS Feed* expires if unused for three months.



My Research

My Research is not only the screen where you will find your marked documents but also the screen from which you can access what you have done in ProQuest during a particular session. You can access **My Research** by clicking on the **My Research** tab. This screen has three main sections:

- 1 **Marked documents**, which lists all the documents that you have marked during a particular session. To remove specific documents from your Marked list, simply uncheck the box next to each document you wish to delete, and then click the **Delete unmarked items** to refresh the page. To remove all documents from your list, click the **Clear all** link and then **Delete unmarked items** to refresh the page, as before.

- 2 **Recent Searches**, which displays the number of searches you have run, the specific details of each search and the number of documents retrieved on that particular day. From here you can also set up search alerts by clicking on **Set Up Alerts**.



3 **Visited publications**, which lists all the publications you have viewed at the publication level, either via searching from the **Publications** screen or by clicking on a publication name from the **Document View** screen. You can also have the option to set up publication alerts from this screen by clicking on **Set Up Alerts**.

In addition to these sections, **My Research** also contains several tools that will help you organise and manage the information retrieved from ProQuest during a particular session:

- **Create your bibliography** allows you to email, print or download your marked documents in the form of a bibliography. Simply click on this link after marking your required documents, select the style you would like for your bibliography and click on print, email or download.



- **Email marked documents** allows you to email your marked documents. Just complete the simple form that appears, including the required citation style and the format in which you would like to receive the document, and click on **Send Email**.



- **Export citations** allows you to export your marked documents into RefWorks, Reference Manager®, ProCite® or EndNote® in a choice of methods. Just click on **Export citations** and choose your format.



- **Create a web page** allows you to save **My Research** as a web page, for your own future reference or to share with others. Or if you prefer, you can email **My Research** from this screen. The page will display the date of your research and you have the possibility of editing the information before saving/printing/emailing it. To edit, make comments or give labels to **My Research**, use the **Edit** link, and once you have done your modifications remember to save the changes. To save as a web page or html file click on the **Download** link. You will see a version of **My Research** containing only the information below the ProQuest navigation bar. From here, simply click on the **File** menu of your browser and select **Save As**. Make sure that the format is set to web page (.html or .htm) and click on **Save**. The final version will contain links to your marked documents, to your recent searches and to your visited publications.

These links will let you and any other authorised ProQuest user access documents, searches and publications. Because ProQuest must authenticate all users, you may need to be in your library or to log into your library authentication system in order to use these links from home.



ProQuest Search Widget

- The **ProQuest Search Widget** helps your library increase visibility of licensed databases by letting you embed a ProQuest search box on any institutional web page.
- You pick the databases to search, and can pre-populate the search with specific search terms – whatever meets the research need you are trying to support.
- GO TO www.proquest.co.uk/go/searchwidget and click on **Create a ProQuest Search Widget**.
- Complete the **ProQuest Search Widget** Creator form to create your **ProQuest Search Widget**.

The screenshot shows the 'ProQuest Search Widget' creator interface. It includes a 'Name' field, a 'Search Parameters (optional)' section with a 'Database' dropdown, a 'Limit to' section with checkboxes for 'Full text documents only' and 'Scholarly journals, including peer-reviewed', a 'Proxy prefix' field, a 'Search terms' field, and a 'Search Box Style (optional)' section with dropdowns for 'Login', 'Login location', and 'Search button location', and buttons for 'Button color' and 'Color Picker'.

The screenshot shows the 'ProQuest Search Widget' home page. It features a 'Home' header, a paragraph explaining the widget's purpose, a 'Get started!' button labeled 'Create a ProQuest Search Widget', and a 'Most ProQuest databases supported' section with a link to see a list of supported databases.

Online Help

The Online Help system provides context-sensitive assistance. It can be accessed from any screen by clicking the **Help** link.

- To search for specific information, enter a keyword or phrase in the box at the top of the page and click **Go**. A list of help topics related to that word or phrase appears. Select the help topic you wish to display.
- To browse the **Table of Contents**, click the **Contents** button and select the section or topic you would like to display.

The Online Help also includes links to **Quick Reference Guides**, the **ProQuest Training Resource Centre** and **ProQuest Technical Support**.

The screenshot shows the 'ProQuest' Online Help page. It has a search bar at the top, a 'Table of Contents' section, and several main sections: 'Finding Documents' with links for 'Advanced Search', 'Help for Improving Your Advanced Search', 'Top Questions Regarding Advanced Search', 'Basic Search', 'Help for Improving Your Basic Search', and 'Top Questions Regarding Basic Search'; 'Setting Up Your System' with links for 'Configuring Your Access' and 'Configure Your Access to Display Chinese and Roman Characters'; 'Viewing Documents' with links for 'Search Results', 'Document Detail', 'Document View - PDF Format', and 'Working with Adobe Reader'; and 'Managing Documents' with a link for 'Caching Documents'.

Health Sciences Specific Functionality

ProQuest Health Sciences databases that may include additional functionality are:

ProQuest Family Health
ProQuest Health and Medical Complete™
ProQuest Health Management™

ProQuest Hospital Collection
ProQuest Medical Library™
ProQuest Nursing & Allied Health Source™
ProQuest Psychology Journals™
ProQuest Public Health

Top Journals

- **Top Journals** Tab available on the ProQuest Health Sciences databases results screen for key medical titles selected by:
 - o ISI Impact Factor
 - o Brandon Hill and Hague Collection lists inclusion
 - o ProQuest medical advisory board recommendations
 - o and inclusion in one or more academic studies.
- Run a search as normal using **Basic** and **Advanced** and in the **Results** screen, click on the **Top Journals** Tab to see the most relevant resources for your search.

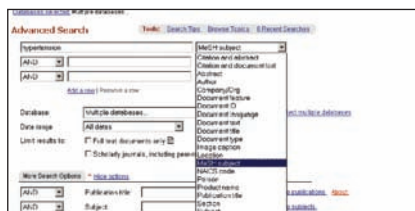
- Saves time finding the highest quality peer-reviewed literature.



Medical Subject Headings (MeSH®)

You can search using the US National Library of Medicine's medical subject terms, also used in *MEDLINE®*.

- 1 In the **Basic** and **Advanced** search screen, you will find in the index field drop down, the **MeSH subject** field.
- 2 Select the **MeSH subject** field and click **Search**.



Health Sciences RSS Feeds

RSS feeds were discussed on pages 9 and 10 in *Content Alerts*. These are available specifically for Health Sciences. They can either be set up through the website or directly within the database and currently cover:

- Cardiology
- Dermatology
- Endocrinology
- Epidemiology
- Gastroenterology
- Gerontology
- Gynecology
- Health care industry
- Hematology
- Hepatology
- Immunology
- Infectious diseases
- Medical care and treatment
- Medical research
- Musculoskeletal diseases
- Nephrology
- Neurology
- Oncology
- Orthopedics
- Pediatrics
- Psychology and psychiatry
- Pulmonary medicine
- Rheumatology

Study Paths

ProQuest **Browse** functionality is part of the full *ProQuest Nursing & Allied Health Source* database subscription. This section provides recommended reading by nursing educators based on your nursing curricula*.

- 1 Click on the **Browse** Tab in the *ProQuest Nursing & Allied Health Source* database.
- 2 In the **Browse** section two courses are listed – **Practical Nursing (US)** and **Registered Nursing (US)**. Click on the relevant course to be taken to the recommended reading screen (eg Registered Nursing).
- 3 In the **Browse** screen under the **Registered Nursing (US)** Tab you will find a list of the curriculum **Registered Nursing (US) topics**.
- 4 Click on the **View documents** link to view all relevant resources selected by nursing educators for the topics given.

- 5 Or type your topic search into the **Find Registered Nursing (US) topics** box and click **Go** and click **View documents** to see the resources recommended.



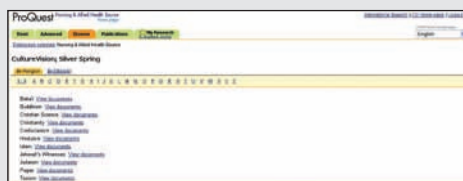
* Currently the US curriculum is covered in Study Paths with other countries curricula to be added. The US curriculum has still proved very useful in student research, in other country's curriculum.

Competency and Training Resources

Browse cultural competency reports and multimedia content by topic.

• Browse Tab

- 1 Click on the **Browse** tab in the *ProQuest Nursing Allied & Health Source* database.
- 2 In the **Competency and Training Resources** section you will find **Cultural Competency Briefs** and **Video Training Programmes**.
- 3 Click on **Cultural Competency Briefs** link to see cultural competency reports by religion or ethnicity.
- 4 Click on **Video Training Programs** to see multimedia nursing video clips.



Evidence-based

This functionality provides quick and easy access to the evidence-based content available.

- **Evidence-based document type**

This field allows you to search for evidence-based content by type of document.

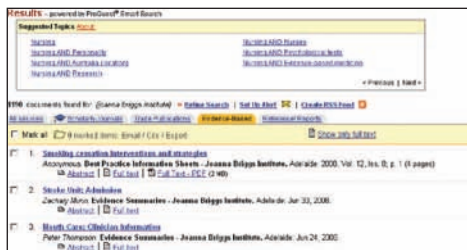
- 1 In the **Basic** and **Advanced** search screens under the **More Search Options** link you will find the **Document type** box.
- 2 Open the **Document type** drop down and select either **Evidence-based, Evidence Summaries, Systematic Reviews** or **Best Practice Information Sheets**.
- 3 Choose your desired **Document type** – make sure your search term is listed and click **Search**.



- **Evidence-based Tab**

This tab appears in the **Results** screen and allows you to view only evidence-based content from your search.

- 1 In the **Results** screen, click on the **Evidence-based Tab** to see a listing of all evidence-based content in your search.
- 2 Highlighted in bold is the type of document available.



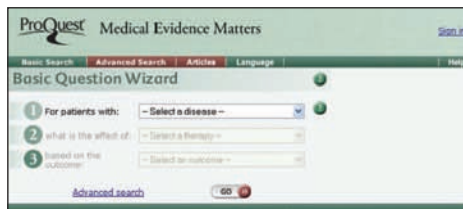
- **Browse Tab**

- 1 Click on the **Browse** tab in the *ProQuest Nursing & Allied Health Source* database.
- 2 In the **Evidence-Based Resources** section, three types are listed – **Evidence Summaries, Systematic Reviews, and Best Practice Information sheets**. Click on the relevant resource to be taken to the **Document Title** listing.
- 3 Click on the document title to view the resource.



- **Databases selected** screen

- 1 On any screen in the ProQuest interface under the navigation tabs at the top, click the **Databases selected** link.
- 2 This will take you to the **Databases** screen. Click on the **Medical Evidence Matters** link.
- 3 *Medical Evidence Matters* will open in a new window*.



* *Medical Evidence Matters* is only available if part of your ProQuest Medical database subscription.

Quick Reference Table

AND	searches for both terms in up to 1000 words of the document text
W/DOC	In place of AND when searching for keywords within "Citation and Document Text" or "Document Text" to retrieve more comprehensive results.
AND NOT	retrieve records that do not contain the term following it
OR	either of the search terms can appear in the document
WITHIN	searches the same terms within the specified number of words from each other, in any order
PARENTHESES	<p>use these to specify the order of a search:</p> <p>eg searching for Alzheimer's or dementia and vaccines is performing two searches at the same time:</p> <p>1) Alzheimer's OR 2) Dementia and vaccines</p> <p>eg Palliative care and dementia or Alzheimer's will search:</p> <p>1) Palliative care and dementia OR 2) Palliative care and Alzheimer's</p>
()	group words or phrases when combining Boolean phrases and to show the order in which relationships should be considered: eg, (mouse or mice) and (gene or pseudogene)
*	The truncation symbol * allows you to find variants on your search term. <ul style="list-style-type: none"> • econom* will find economy, economics, economical
?	The wildcard symbol ? is used to replace any single character. It cannot be used to begin a word. <ul style="list-style-type: none"> • wom?n will find woman and women

Training Resource Centre

The ProQuest **Training Resource Centre** provides detailed training, support and reference information to help you get the most out of ProQuest:

- Lessons for new ProQuest users
- Resources for trainers, librarians and teachers
- Technical support information for technical administrators
- Resources for organisations using ProQuest Local Administrator (LAD).

Please visit www.proquest.co.uk/go/training or email training@proquest.co.uk

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