



ProQuest User Guide

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A: Accessing ProQuest Databases and Creating a Personal Account

1. Accessing ProQuest Databases

To view all the available database provider platforms accessible with your **NHS Athens** go to <u>my.openathens</u> login and search your A-Z list of resources.

The **ProQuest** platform provides access to:

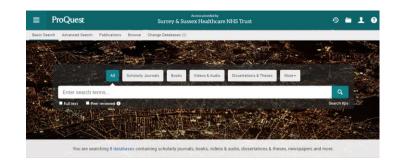
- BNI
- MEDLINE
- PsycINFO

Select the **ProQuest Online Databases**. This will take you to the following **ProQuest** front page:

NB. The NHS Knowledge & Library Hub <u>nhs-knowledge-and-library-hub/</u> contains database links which are allocated to one provider platform only eg.

- CINAHL & HBE EBSCO
- MEDLINE, EMBASE, EMCARE, AMED, HMIC & Social Policy & Practice OVID
- BNI & PsycInfo ProQuest





2. From the menu across the top, you can choose the database you would like to search by clicking on 'Change Databases'



3. Once you have selected a database, you can begin searching. However, you will first need to **create a personal/research account to save your searches and results**. If you already have a personal account, login to it now.

Palast Databases	
Select Databases	
ip: Add database shortcuts, making it easier to select one or more favorite databases.	
elect databases to search, then click Use selected databases to go to the search form.	Use selected databases
Brief view Detailed view	View by name The Maw by outgood
Select all	E Full Text Included
APA PsycArticles® (1894 - current) 3	Ē
Psychology - journal articles	
Subject Area(s): Social Sciences , Health & Medicine View title list 🖸	
APA PsycInfo® (1806 - current) 🚯	
Psychology - journal articles, books, dissertations, etc.	
Subject Area(s): Social Sciences , Health & Medicine View title list 🖸	
British Nursing Index (1994 - current) 3	
British Nursing Index is a leading database for the support of practice, education, research, and develop	ment for nurses, midwives,
health visitors, and healthcare assistants working in the UK or following UK practice. Subiect Area(s): Health & Medicine	
Subject Area(s). Freutri a medicine	

4. Once you have selected a database, you can begin searching. However, you will first need to **create a personal/research account to save your searches and results**. If you already have a personal account, login to it now.

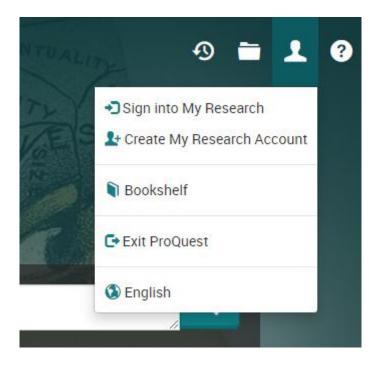




Click on the person icon in the top right corner:

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







B: Searching for Terms

ProQuest Access provided by Surrey & Sussex Healthcare NH5 Trus

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

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

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	APA PsycInfo®			- 1 ?
A	dvanced Search Command Line Thesaurus Field codes Search tips		Health Libraries Network	
		in	Anywhere ~	
A	AND ~	in	Anywhere 🗸	
Lir	Add a row mit to: Peer reviewed Impact statements			
Pu	Iblication date: All dates ~			
			Search Clear	form

7. 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:



Advanced Search	Command Line Thes	aurus Field codes Search	ips		Health Libraries Network	
			ir	۰ [Anywhere	~
AND ~			, ir	,	Anywhere Anywhere except full text - NOFT Abstract - AB	^
Add a row					All subjects & indexing - SU Subject heading - MAINSUBJECT Identifier (keyword) - IF	
	Impact statements				Major subject - MJSUB Author - AU	
Publication date: All dates	~				Document title & abstract — TIAB Document title — TI Location — LO	
					Publication title - PUB More options	ar form
Location:				Lo	Accession number — AN Author affiliation — AF Classification — CL	
Classification:				Lo	Conference — CF Contact individual — CX	
Test & measure:				Lo	Corporate author — CA Digital Object Identifier — DOI	

8. 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'**:

ProQ	Quest Access provide	vided by Surrey & Sussex Healthcare NHS Trust
≡	APA PsycInfo®	
1	Advanced Search Command Line Thesaurus Fiel	Field codes Search tips Health Libraries Neuronal Neuronal
	"passive smok*"	/ in Document title – TI 🗸 🗸
\langle	OR → [†] passive <u>smok</u> **	Abstract – AB 🗸
	Limit to: Peer reviewed 👔 🗌 Impact statements	
P	Publication date: All dates ~	
		Search Claur form

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

ProQuest	Access provided by Surrey & Sussex Healthcare NHS Trust
ti("passive smok*") OR ab("passi	e smok*")
7,917 results	Modify search Recent searches Save search/alert *
Sorted by Relevance ~	Select 1-20 IA cross sectional study of passive smoking of non-smoking women and analysis of Citation/Abstract
Limit to Full text Peer reviewed	Image: Scholarly Journal influence factors on women passive smoking]. Han, Jing-Xiu; Ma, Ling; Zhang, Hong-Wei; Liu, Xi; Zheng, Su-hua; et al. Wei sheng yan jiu = Journal of hygiene research Vol. 35, Iss. 5, (September 2006): 609-611. Abstract/Details Image: Get Full Text Ordick took
Source type	2 Passive smoking at home increased the risk of gestational diabetes mellitus in China Full Text 2 Full Text Hong-Chun, Lu; Li, Yuan; Yu, Huan; Hai-Shan Tang; Yang-Yang, Zhao; et al. Journal of Public Health; Heidelberg Vol. 27, Iss. 6, (Dec 2019): 733-741. Full Text

10. This will show you your search strategy so far.



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:

	ProQue	est		Access provided by Surrey & Sussex Hea	lthcare NHS Trust				
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	Re	ecent	Search	es					
	Tos	save a s	earch, select \$	Save search from the Actions menu. Learn more					
	Combine searches: Search								
	Ex		1 AND 3 or "6" (1 AND 3) OR (1 3 NOT treatmen						
	Ite	ems sele	ected: 0 🛛 🛛	Delete Save Show all details 📮 Export all searches 🔻					
)	Set *	Search	Databases	Results	Actions		
	C)	S2	⊞ ti("passive smok*") OR ab("passive smok*")	APA Psycinfo®	365	Actions		

ProQ	uest	Access provided by Surrey & Sussex Heal	thcare NHS Trust				
≡	APA PsycInfo®			AMERICAN PSYCHOLOGICAL ASSOCIATION	Ð	- 1	2 0
ProQue	st - Selected Databases ▲	menu. Learn more					
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About I	ProQuest 🔺						
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Abo	ut Dissertations		Databases	Results	Actions		
Con	tact Us	b("passive smok*")	APA Psycinfo®	365	Actions •		
Care	eers		2 7 7				

Advanced Search Command Line Recent searches	Thesaurus Field codes	Search tips		
"secondhand smok*" OR "second hand smok*"		in	Document title - TI	~
OR v secondhand <u>smok</u> *" OR "second hand <u>smok</u> *"		in	Abstract - AB°	~
O Add a row				

Repeat steps 7-10 for all keywords.





<u>C: Searching for Subject Headings</u>

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

	li	in	Anywhere	~
	li	in	Anywhere	~

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

APA Thesaurus of Psychological Index Terms - Summer 2021				
Search terms:	secondhand smoking Find Clea			
	 Contains word(s) Begins with (enter at least 2 characters) 			
Browse terms:	Root 0-9 A B C D E F G H I J K L M N O P Q R S T U V W X Y Z			

13. 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**:

Search terms:	secondhand smoking Find Clear
	Ontains word(s)
	O Begins with (enter at least 2 characters)
Browse terms:	Root 0-9 A B C D E F G H I J K L M N O P Q R S T U V W X Y Z
Click a term in the lis	st below to see it in the context of the thesaurus hierarchy. Explode Majo



14. 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**:

Search terms:	secondhand smoking	Find	Clear
	Contains word(s)		
	O Begins with (enter at least 2 characters)		
Browse terms:	Root 0-9 A B C D E F G H I J K L M N 0 P Q	R S T U V W X	K Y Z
Hierarchical view Re	elational view		🗇 - notes
Root of APA Thesaurus	of Psychological Index Terms - Summer 2021		
🗉 🗆 Sciences 🗐			
🗉 🗆 Biology 🗐		Explode	Major
🗉 🗆 Physiology	8		
🗆 🗆 Physiolo	gical Processes 🗇		
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🗆 🗆 Ехр	bosure 🗇		
	Chemical Exposure 🗇		
	Passive Smoking 🗇		
U	se for: Secondhand Smoking		
🗆 🗆 Behavior 🗗			
🗆 🗆 Drug Usage 🗖	1		
🗉 🗆 Tobacco Sn	_		
Passive	Smoking 🗇 🔰		
	\sim		
1 terms selected view	N	Combine using	-
T terms selected view		OR ○ AND	O NOT
	(Add to searc	ch Close
		Add to scare	0030

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



ir	Anywhere	•
	in	in Anywhere

Repeat steps 11-15 for all subject headings.

Head back to your Recent Searches (by clicking the clock icon – see Step 9) to combine your search terms.

D: Combining Search Terms and Subject Headings

16. 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':

	Recent Searches							
0 \$25	e a Scar	e select Save search from the Actions menu. Learn more						
10	1 OR 2 OR 3 Search tips							
Exam	Examples: 1 AND 3 or 75 (1 AND 2 Per (1 AND 2)							
		T treatment						
14	s selecte							
Item		t o 🕅 Deleve over objective 🔍 Executive en		O				
	s selecter	1: 0 🛛 Delete Save Show all details 🗳 Export all searches 🔻		Saved	searches (0)			
	Set •	d: 0 ■ Delete Save Show all details ♥ Export all searches ▼ Search	Databases	Saved s	searches (0) Actions			
			Databases APA PsycInfo®		Actions			
	Set •	Search		Results				
_	Set ▼ S3	Search MAINSUBJECT.EXACT("Passive Smoking")	APA Psycinfo®	Results 923	Action Action			



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

Set *	Search	Databases	Results	Actions
S4	⊕ (ti("passive smok*") OR ab("passive smok*")) OR (ti("secondhand smok*" OR "second hand smok*") OR ab("secondhand smok*") OR mainteen about the smok*" or "second hand smok*") OR mainteen about the smok*" or "second hand smok*") OR mainteen about the smoket of the second hand smok*" or "second hand smok*") OR mainteen about the second hand smok*" or "second hand smok*") OR mainteen about the second hand smok*" or "second hand smok*" or "second hand smok*") OR mainteen about the second hand smok*" or "second hand smok*") or mainteen about the second hand smok*" or "second hand smok*") or mainteen about the second hand smok*" or "second hand smok*" or "second hand smok*") or mainteen about the second hand smok*" or "second hand smok*" or "second hand smok*") or mainteen about the second hand smok*" or "second hand smok*" or "second hand smok*" or "second hand smok*") or mainteen about the second hand smok*" or "second hand smok*" or "second hand smok*") or mainteen about the second hand smok*" or "second hand smok*" or "second hand smok*" or "second hand smok*") or mainteen about the second hand smok*" or "second hand smok*" or "second hand smok*") or mainteen about the second hand smok*" or "second hand smok*" or "second hand smok*" or "second hand smok*") or mainteen about the second hand smok*" or "second hand smok*" or "second hand smok*") or "second hand smok*" or "second hand smok*") or "second hand smok*" or "second hand smok*" or "second hand smok*") or "second hand smok*" or "second hand smok*" or "second hand smok*" or "second hand smok*" or "second hand smok*") or "second hand smok*" or "second hand smok*" or "second hand smok*" or "second hand smok*" or "second hand smok*") or "second hand smok*" or "second hand smok*" or "second hand smok*" or "second hand smok*" or "second hand smok*") or "second hand smok*" or "second hand smok*" or "second hand smok*" or "second hand smok*") or "second hand smok*" or "seco	APA PsycInfo®	1,778	Actions 🔻
S 3	MAINSUBJECT.EXACT("Passive Smoking")	APA PsycInfo®	923	Actions •
S2	⊕ ti("secondhand smok*" OR "second hand smok*") OR ab("secondhand smok*" OR "second hand smok*")	APA PsycInfo®	1,181	Actions 🔻
<mark>S1</mark>	⊕ ti("passive smok*") OR ab("passive smok*")	APA PsycInfo®	363	Actions •

Repeat steps 7-16 to search for the rest of your concepts.

17. 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):

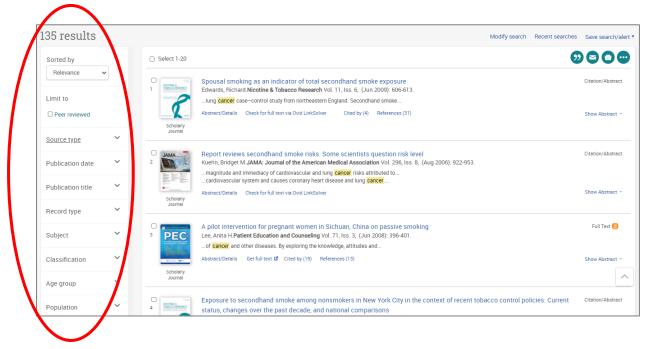
-	AND 9	Search ips					
Item	3 NOT treatment						
	Set ▼	Search	Databases	Results	Action		
6	S9	3 (ti(cancer*) OR ab(cancer*)) OR (ti(neoplasm*) OR ab(neoplasm*)) OR (ti(tumour* OR tumor*) OR ab(tumour* OR tumor*)) OR (MAINSUBJECT.EXACT("Benign Neoplasms") AND MAINSUBJECT.EXACT("Neoplasms"))	APA PsycInfo®	79,958	Action		
	S8	MAINSUBJECT.EXACT("Benign Neoplasms") AND MAINSUBJECT.EXACT("Neoplasms")	APA Psycinfo®	20	Action		
	S7	€ ti(tumour* OR tumor*) OR ab(tumour* OR tumor*)	APA Psycinfo®	17,660	Action		
	S6	€ ti(neoplasm*) OR ab(neoplasm*)	APA PsycInfo®	1,258	Action		
	S5		APA Psycinfo®	66,115	Action		
6	S4	P (til("passive smok*") OR ab("passive smok*")) OR (til("secondhand smok*" OR "second hand smok*") OR ab("secondhand smok*" OR "second hand smok*") OR MAINSUBJECT.EXACT("Passive Smoking")	APA PsycInfo®	1,778	Action		





E: Filtering and Saving Results

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



19. 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:

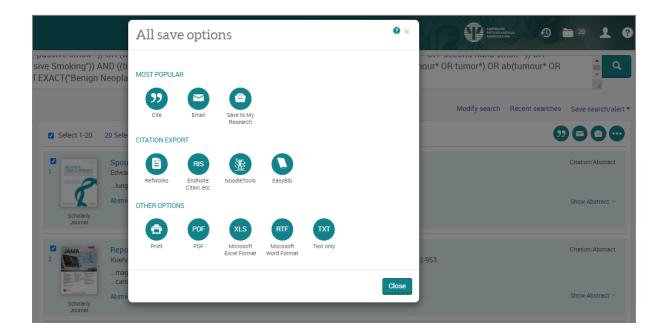
		Modify search	Recent searches Save search/ alor
Select 1-20	1 Selected item Clear		9000
1 Scholarly Journal	Spousal smoking as an indicator of total secondhand smoke exposure Edwards, Richard. Nicotine & Tobacco Research Vol. 11, Iss. 6, (Jun 2009): 606-613. lung cancer, case-control study from northeastern England. Secondhand smoke Abstract/Details Check for full text via Ovid LinkSolver Cited by (4) References (31)		Save to My Research Citation/Abstract Show Abstract ~
2 JAMA	Report reviews secondhand smoke risks: Some scientists question risk level Kuehn, kridget M.JAMA: Journal of the American Medical Association Vol. 296, Iss. 8, (Aug 2006): 922-953. maqnitu je and immediacy of cardiovascular and lung cancer risks attributed to		Citation/Abstract
Scholarly Journal	cardiovaccular system and causes coronary heart disease and lung cancer Abstract Details Check for full text via Ovid LinkSolver		Show Abstract ~
³ PEC	A pilot intervention for pregnant women in Sichuan, China on passive smoking Lee, Anita H. Patient Education and Counseling Vol. 71, Iss. 3, (Jun 2008): 396-401.		Full Text 😢





20. 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:



21. 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:**



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



✓	set ▼	Search
	S10	((ti("passive smok*") OR ab("passive smok*")) OR (ti("secondhand smok*" OR "second hand smok*") OR ab("secondhand smok*" OR "second hand MAINSUBJECT.EXACT("Passive Smoking")) AND ((ti(cancer*) OR ab(cancer*)) OR (ti(neoplasm*) OR ab(neoplasm*)) OR (ti(tumour* OR tumor*) OR tumor*)) OR (MAINSUBJECT.EXACT("Benign Neoplasms") AND MAINSUBJECT.EXACT("Neoplasms"))))
Z	S9	 (ti(cancer*) OR ab(cancer*)) OR (ti(neoplasm*) OR ab(neoplasm*)) OR (ti(tumour* OR tumor*) OR ab(tumour* OR tumor*)) OR (MAINSUBJECT.EX. Neoplasms") AND MAINSUBJECT.EXACT("Neoplasms"))
~	S8	MAINSUBJECT.EXACT("Benign Neoplasms") AND MAINSUBJECT.EXACT("Neoplasms")
~	S7	⊕ ti(tumour* OR tumor*) OR ab(tumour* OR tumor*)
~	S 6	ti(neoplasm*) OR ab(neoplasm*)
~	\$5	ti(cancer*) OR ab(cancer*)

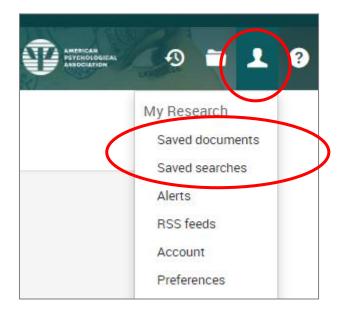
23. Give your search strategy a name and add comments if you wish. Click 'Save':

Save search to My Research		×
Name your search: Passive Smoking and Cancer Add a note: (optional)		
Version 1		//
s	Cancel	Save





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



More questions? Book a training session with one of our experts: contact us at <u>library.esh@nhs.net</u>