

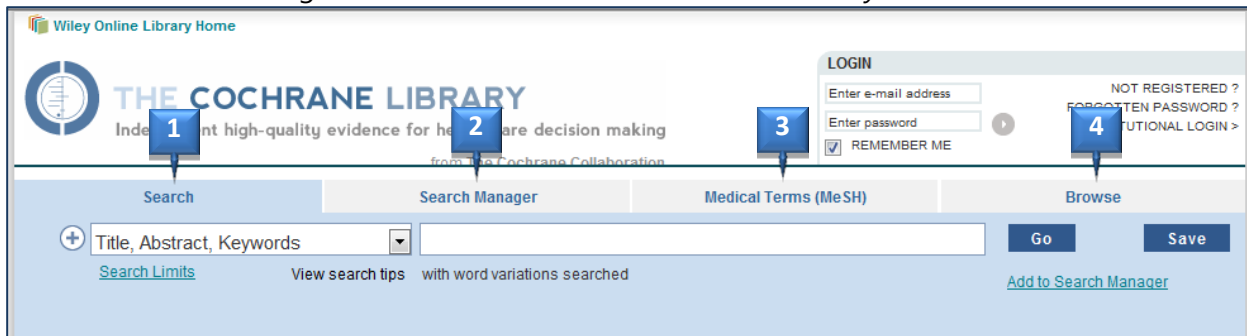
Chapter 1: *The Cochrane Library* Search Tour

This chapter will provide an overview of *The Cochrane Library Search*:

- ✓ Learn how **The Cochrane Library** new search feature is structured
- ✓ Review each tab and its purpose
- ✓ For users of the previous version, mapping of former features to new pages

COCHRANE SEARCH OVERVIEW

The Cochrane Search Page contains four tabs allowing users three methods for searching and one tab for accessing all browse features of *The Cochrane Library*



FEATURE	Who should use it, What does it do and What's New
1 SEARCH	<ul style="list-style-type: none"> • For users interested in performing quick searches with a few terms • For experienced users who prefer to use pull down menus to search fields • Includes auto-suggest feature NEW • Supports up to five search rows
2 SEARCH MANAGER	<ul style="list-style-type: none"> • For searchers interested in creating complex strategies • Supports Boolean and proximity operators, nesting, and field searching • Combine search line • Insert a line, add one search to another and orphan line detection NEW
3 MEDICAL TERMS (MESH)	<ul style="list-style-type: none"> • For users wanting comprehensive searching of medical concepts using MeSH • Includes auto-suggest feature NEW • All MeSH information, permuted index, tree(s) and results, on one page • Improved qualifier search and support for all thesaurus functions
4 BROWSE	<ul style="list-style-type: none"> • Browse Cochrane Reviews by: Topic, new reviews, updated reviews, A – Z or Review group • Browse all other Cochrane Library Databases Other Reviews, Trials, Methods Studies, HTA, Economic Evaluations

Chapter 1: The Cochrane Library Search Tour

SEARCH TAB – THE BASICS

The Search tab now features an updated display with search information, saved searches and search results all on the same page. A simple interface and auto-suggest feature make this a good starting point for new and occasional users of *The Cochrane Library*

The screenshot shows the Cochrane Library Search interface. On the left, there are three main sections: 'Search Area' (top), 'Saved Searches' (middle), and 'Search Results' (bottom). Numbered callouts point to specific features: 1 points to the search field dropdown menu; 2 points to the search input box containing 'diabetes m'; 3 points to the 'Go' button; 4 points to the 'Save' button; 5 points to the 'Saved Searches (5)' heading; and 6 points to the search results list. The search results list includes titles like 'Oral anti-diabetic agents for women with pre-existing diabetes mellitus /impaired glucose tolerance or previous gestational diabetes mellitus' and 'Hormonal versus non-hormonal contraceptives in women with diabetes mellitus type 1 and 2'. A legend at the bottom left identifies result types: Me (Methodology), Dg (Diagnostic), Ov (Overview), and Cc (Conclusions changed).

FEATURE	What does it do and how to use this feature
1 Limit Search By Field	<ul style="list-style-type: none"> Use this option to limit searches to specific fields (title, abstract, keywords, and authors) Default is set to title, abstract and keywords to ensure most relevant articles are found <ul style="list-style-type: none"> If search retrieves to few articles, try changing limit to "All text"
2 Search Term Box	<ul style="list-style-type: none"> Enter search term(s) in box. By default on Search Tab, common variants of the word are searched If two or more terms are entered, search will "AND" terms and find articles or selected fields where both terms appear. To search a phrase, put terms in quotes, "lung cancer" searches for that specific phrase. Selecting phrases using auto-suggest will automatically add quotes and search as a phrase NEW To view results of your search, click the "GO" button or hit ENTER. Search results will display at the bottom of the screen
3 Run Search	
4 Save Search	<ul style="list-style-type: none"> Use this button to save your search so you can rerun it at a later time or set an automatic alert that will notify you when new articles matching your search are loaded on The Cochrane Library. User must be registered and logged in to use this feature.
5 View Saved Searches	<ul style="list-style-type: none"> Use this feature to view any searches saved from the Search tab. The number preceding the Saved Searches heading is the number of Saved Searches the user currently has Use the ► to view a list of all your "Saved Searches" User must be registered and logged in to use this feature
6 View Search Results	<ul style="list-style-type: none"> After hitting "GO" or "ENTER", search results are displayed at the bottom of the screen.

SEARCH TAB – ADVANCED OPTIONS

For Experienced users, who want the convenience of field tags in pull down menus, the Search tab offers a number of options for users interested in using the Search tab to develop more complex searches. Supports logical operators, nesting, and wildcards.

The screenshot shows the Search tab interface with five numbered callouts: 1 (Search Area), 2 (Search Limits), 3 (View search tips), 4 (Add to Search Manager), and 5 (Alerts). Below the main interface is a detailed view of the 'Search Limits' dialog box, which includes sections for Product types (2a), Status (2b), Dates (2c), and Word variations (2d). The dialog also features 'Apply', 'Clear', and 'Cancel' buttons.

FEATURE	Who should use it, What does it do and What's New
1 Add or Delete Search Lines	<ul style="list-style-type: none"> Use this option to add or delete Search lines on the Search tab Add up to five search lines Use "Add to Search Manager" to incorporate into this search complex searches
2 Add Search Limits	<ul style="list-style-type: none"> For searchers interested in adding limits by database, status and dates 2a. Limit by one or more databases of The Cochrane Library 2b. Use to find "New" articles in all databases and other statuses in Systematic Reviews 2c. Limit search by date 2d. When selected, terms in quotes will search exact match only (and no term variants) 2e. Use to apply limits. Once added, hit Go to see results of search with limits
3 Search Tips	<ul style="list-style-type: none"> View online Search tips related to the search tab you are currently viewing NEW Tool tips are also available for several functions. Hover over button or link for more information on the that feature NEW
4 Add to Search Manager	<ul style="list-style-type: none"> For experienced users, who prefer using pull down menus to create searches using field limits; use this link to move the contents from the Search Tab to the Search Manager. Search Manager allows users to create complex searches using MeSH and combined searches
5 Turn on Search Alerts	<ul style="list-style-type: none"> When selected, alerts are turned on for this search and user will receive emails every time articles matching their search are loaded on The Cochrane Library

SEARCH RESULTS PAGE

The Search Results page has been updated to include better display for browsing results from the different databases, improved legend and tool tips for statuses, continued support for citation export, and enhancements to CENTRAL article display to include journal citation.

The screenshot shows the search results interface with the following callouts:

- 1**: Database selection (Cochrane Reviews (1171), All, Review, Protocol, etc.)
- 2**: Search summary and pagination (56301 results from 674519 records, Pages 1-25, 26-50, 51-75, 76-100, 101-125, Next)
- 3**: Sort by dropdown menu (Relevance)
- 4**: Citation export options (Select all, Export all, Export selected)
- 5**: Issue limit options (All, Current Issue)
- 6**: Status legend (Me, Dg, Ov, Cc, Ns, Mc, Up, Wd, Cm)

FEATURE	What does it do and how to use this feature
1 View Results by Database	<ul style="list-style-type: none"> View results by database using the radio button. Only one database can be selected at a time Number in parentheses is the number of articles retrieved for that database For Systematic Reviews, includes an additional feature to limit by Reviews or Protocols
2 Current Search Results	<ul style="list-style-type: none"> Identifies the search run and the database for the results being displayed. For Searches run from Search Manager, this information will include the line number of the search being run.
3 Sort Results	<ul style="list-style-type: none"> Allows users to sort results by relevance, alphabetical by title or by date. Default sort is by relevancy
4 Citation Export	<ul style="list-style-type: none"> Allows for options to select all or a portion of results for export to a citation management software package. Supports export with or without abstracts
5 Issue Limit	<ul style="list-style-type: none"> Use to limit results to the most recent issue only or to all issues. When limiting by status field, default will be "Current Issue". For all other searches, default is "All issues"
6 Status Legend	<ul style="list-style-type: none"> Provides a list of all statuses used in Cochrane Systematic Reviews NEW Hover over any of the statuses to see the definition for that status NEW

MESH TAB – THE BASICS

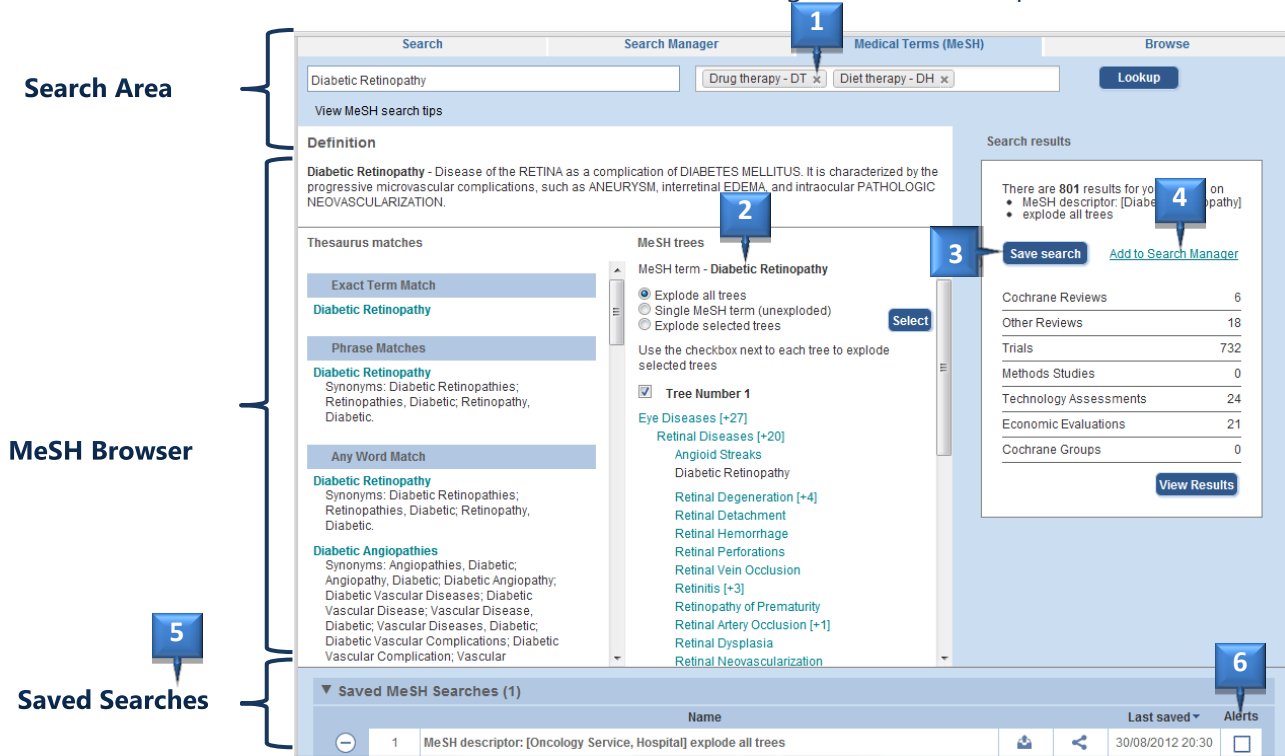
Use the Medical Terms (MeSH) Tab to search for medical concepts using the Medical Subject Headings (MeSH) thesaurus. This feature allows users to search complex medical concepts using a single term without the need to type long lists of synonyms.

The screenshot shows the MeSH browser interface. On the left, there are three main sections: 'Search Area', 'MeSH Browser', and 'Saved MeSH Searches'. The 'Search Area' contains a search box with 'Diabetic retin' and a dropdown menu showing suggestions like 'Diabetic Retinopathies' and 'Diabetic Retinopathy'. The 'MeSH Browser' section is divided into 'Thesaurus matches' and 'MeSH trees'. The 'Thesaurus matches' section has four categories: 'Exact Term Match', 'Phrase Matches', 'Any Word Match', and 'MeSH term - Diabetic Retinopathy'. The 'MeSH trees' section shows a tree structure for 'Diabetic Retinopathy' with options to 'Explode all trees', 'Single MeSH term (unexploded)', or 'Explode selected trees'. The 'Search results' box on the right shows 801 results for the search on 'Diabetic Retinopathy' and lists various Cochrane products like Reviews, Trials, and Studies.

FEATURE	Who should use it, What does it do and What's New
<p>1 Search Box</p>	<ul style="list-style-type: none"> Enter your term in the search box. As term is typed, suggested terms are presented NEW If using the auto-suggest feature, term automatically maps to the best MeSH term NEW If using your term as keyed and a specific match is not found, review the terms under the left column, Thesaurus Match, and select the most suitable term from this list. If no MeSH terms are found, check spelling or try using other synonyms for the concept
<p>2 Lookup MeSH Term</p>	<ul style="list-style-type: none"> Hit "Enter" or the Lookup button to see MeSH terms for your concept If using the auto-suggest feature, the term is automatically mapped to the best MeSH term for this concept. This may result in a different term being displayed in the search box then the one entered
<p>3 Definition</p>	<ul style="list-style-type: none"> Provides information on the definition of a MeSH term
<p>4 Thesaurus Matches</p>	<ul style="list-style-type: none"> Lists MeSH terms that contain one or more of the term(s) searched. Use this area to review MeSH terms of interest. Selecting a term from the list, will lookup that term. Exact matches are given at the top of the list. For searches with multiple terms, phrase match section, will return terms where 2 or more of the words were matched to a Mesh Heading or one of its synonyms. The third section, Any Word Match, will bring back results where any of the terms matched an existing Mesh term or synonym.
<p>5 Results Box</p>	<ul style="list-style-type: none"> Provides information on the search being run and any limits applied. Shows the number of articles in from each database that are indexed using the specific term. Hit "View Results" to display results at the bottom of the page. Allows users to view results, add the Mesh Search to Search Manager to build complex searches or save this MeSH search

MeSH TAB – ADVANCED OPTIONS

For Experienced Users, the MeSH browser offers various features to allow users to customize their search and to add Mesh searches to Search Manager to create complex searches



FEATURE	What does it do and how to use this feature
1 Limit by Qualifier	<ul style="list-style-type: none"> Select qualifiers from the pull down menu or type the 2 letter abbreviation for the qualifier in the box. If entered along with a MeSH term, that qualifier will be applied to that MeSH term. Qualifiers can also be searched on their own. For best results, lookup your MeSH term first and then only valid qualifiers are presented in the list
2 MeSH Tree Limits	<ul style="list-style-type: none"> Use to browse through trees to look for other terms that might be of interest. Default is to explode the term being searched. To search for only a specific MeSH term without any of its more specific terms (unexploded), select the "Single Mesh Term" radio button. To search a term only in specific trees, select the option "Explode in Selected trees" and check the tick box next to the trees you wish to use Back to top You must always hit the "Select" button for these limits to be applied to your search
3 Save MeSH Search	<ul style="list-style-type: none"> Use this button to save your search so you can rerun it at a later time or set an automatic alert that will notify you when new articles matching your search are loaded on The Cochrane Library. User must be registered and logged in to use this feature
4 Add to Search Manager	<ul style="list-style-type: none"> Use this link, to add MeSH terms within complex searches in Search Manager Select the MeSH term you want and apply all desired limits or qualifiers. Once all limits are selected, use this link to add this MeSH search to Search Manager
5 View Saved Searches	<ul style="list-style-type: none"> Use this feature to view any searches saved from the MeSH tab. The number preceding the Saved Searches heading is the number of Saved Searches the user currently has Use the ► to view a list of all your "Saved Searches" User must be registered and logged in to use this feature
6 Set Alerts	<ul style="list-style-type: none"> When selected, alerts are turned on for this search and user will receive emails every time articles matching their search are loaded on The Cochrane Library. Uncheck box to turn off alerts

SEARCH MANAGER - THE BASICS

Use the Search Manger Tab to create and save complex multi-line searches. Supports the use of logical operators, field labels, nesting, and wildcards.

The screenshot shows the Search Manager interface with the following components and callouts:

- 1**: Search box containing the text "MeSH descriptor: [Diabetes Mellitus] explode all trees".
- 2**: Result count "13718".
- 3**: MeSH button (M icon).
- 4**: Search limits button (three vertical bars icon).
- 5**: Name Search field containing "Diabetes Mellitus".
- 6**: Strategy Library link (80 strategies).

Labels on the left side of the image group these callouts into three categories:

- Search Area**: Includes callouts 1, 2, 3, and 4.
- Name Search**: Includes callout 5.
- Saved Strategies**: Includes callout 6.

FEATURE	Who should use it, What does it do and What's New
1 Search Box	<ul style="list-style-type: none"> Enter search term(s) in box and hit "Enter" or the "Go" button to search. By default on Search Manager Tab, common variants of the word are not searched If two or more terms are entered, search will "AND" terms and find articles or selected fields where both terms appear. To search a phrase, put terms in quotes, "lung cancer" searches for that specific phrase.
2 View Results	<ul style="list-style-type: none"> Click on the result count to view results Results will appear at the bottom of the page
3 Add MeSH Term	<ul style="list-style-type: none"> Use the "M" button to add a MeSH term to a search. This will take you to the MeSH tab where you can select your term. Once you have selected your term and made all necessary limits, use the "Update Search Manager" button to add the MeSH term to Search manager
4 Add Search Limits	<ul style="list-style-type: none"> Use to add limits by database, status and dates <ul style="list-style-type: none"> Limit by one or more databases of The Cochrane Library Search based on article status Limit search by date Enable search on term variants
5 Name Search	<ul style="list-style-type: none"> Use this area to name or rename an existing saved search When search is saved, the search name will appear at the top of the search User must be logged in to use this feature
6 Strategy Library	<ul style="list-style-type: none"> Use this feature to view any complex searches saved from the Search Manager tab. The number proceeding the heading indicates the number of Saved Searches Use the ► to view a list of all your "Saved Strategies" User must be registered and logged in to use this feature

Chapter 1: The Cochrane Library Search Tour

SEARCH MANAGER – NEW FEATURES

Insert and Delete a New Line: Insert a new line anywhere in your search. All combined search lines are automatically updated


The screenshot shows the 'Search Manager' interface with an 'Untitled Strategy'. It contains five search lines:

- #1: MeSH descriptor: [Diabetes Mellitus] explode all trees (14137 results)
- #2: MeSH descriptor: [Diabetes Complications] explode all trees (4011 results)
- #3: (Empty line, highlighted in yellow, '+' icon circled in red)
- #4: (insulin near dependen*) ti.kw.ab (3225 results)
- #5: #1 or #2 or #4 (15549 results)

Buttons for 'Clear Strategy' and 'View tips for Search Manager' are visible at the bottom. A checkbox for 'Highlight Orphan Lines' is also present.

Orphan Line Detection: Use Highlight Orphan line to identify Search Lines not used in your final search line.

This screenshot shows the same 'Untitled Strategy' as the previous one, but with line #3 highlighted in yellow. A red box at the bottom left contains the text 'Row 3 is orphaned'. At the bottom right, the 'Highlight Orphan Lines' checkbox is checked and highlighted with a red box.

Append a Search: Use  to append a saved search onto the end of your existing search. With this feature, a searcher can create reusable search modules.

The screenshot shows the 'Strategy Library (7)' with the following data:

	Name			Last saved
1	Child filter - Finds children and teenagers			24/05/2012 19:17
2	Diabetes mellitus revised - with additional synonyms			20/05/2012 13:32
3	Diabetes Mellitus			14/05/2012 14:47
4	Diabetes treatments			14/05/2012 14:35
5	Diabetic complications			14/05/2012 14:28
6	Handwashing Strategy (Draft) - This is a strategy about XY and Z.			09/05/2012 12:00

WHERE IS

For Users of the previous version of The Cochrane Library, the following is a quick list of where Certain features can now be found

Previously	Now Use
Basic Search	<p>Use Search Tab Includes "NEW" auto-suggest feature</p>
Advanced Search	<p>Use Search Tab Allows user to add up to 5 search lines and use pull down menus for field searching</p>
Search History	<p>Use Search Manager Tab Allows users to create complex multi-line search strategies. Supports the use of logical operators, field labels, nesting, and wildcards. Use "Add to Search Manager" link to move searches from other two tabs into the Search Manager.</p> <p>Includes new Features</p> <ul style="list-style-type: none"> • Insert a Line • Highlight Orphan Lines – Lines not used in final search line • Append a Search – Add one search to the end of another with automatic adjustment for search numbering. Allows users to create reusable search modules
MeSH	<p>Use Medical Terms (MeSH) Use to select Mesh terms and add to the Search Manager. Includes "NEW" auto-suggest feature to allow easier identification of preferred MeSH terms and synonyms. When using auto-suggest, term will be automatically mapped to the preferred MeSH term.</p>
Saved Searches	<p>Saved Searches now are distributed over the three search tabs depending on where they were originally created.</p> <ul style="list-style-type: none"> • Search Manager – Strategy Library <ul style="list-style-type: none"> ○ Complex, multi-line searches can be found on the Strategy Manager Tab under the Strategy Library • Search Tab – Saved Searches <ul style="list-style-type: none"> ○ Single line searches for which alerts could be saved will appear in the Search Tab under Saved Searches. Any searches saved on this tab can have alerts assigned to them • Medical Terms (MeSH) <ul style="list-style-type: none"> ○ Single Line MeSH saved searches appear on the Medical Terms (MeSH) Tab under Saved Mesh Searches. Any searches saved on this tab can have alerts assigned to them