

# ProQuest – top tips

Top tips to make your search of ProQuest databases more efficient

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## How to access the database

The best way to access all databases is to go via the Medical Library website: <https://library.medschl.cam.ac.uk/research-support/databases/> and then select what you want –either ASSIA with a Raven account or BNI or PsycINFO via NHS Athens.

NHS Athens users find your institution from the list which is NHS England, then enter your NHS Athens login details.

## Advanced search – building your search strategy

Select the advanced search option. You will then be able to build your search. Combine your search terms with AND, OR and NOT for the most efficient and comprehensive search.

Advanced Search Command Line Recent searches Thesaurus Field codes Search tips

"patient information" in Anywhere

AND Anywhere

[+ Add a row](#)

Hint: Your search will be more accurate if you add individual search terms to 'Recent Searches' first, and combine them at the end. You can use the 'Recent Searches' to combine different search terms.

3 and 6

Examples: 1 AND 3 or "6"  
(1 AND 3) OR (1 AND 2)  
3 NOT treatment

Items selected: 0 [Delete](#) [Save](#) [Show all details](#) [Export all searches](#)

<input type="checkbox"/>	Set ▼	Search
<input type="checkbox"/>	S6	(mental health) OR (mental illness)
<input type="checkbox"/>	S5	mental illness
<input type="checkbox"/>	S4	mental health
<input type="checkbox"/>	S3	"patient information" OR "patient education"
<input type="checkbox"/>	S2	"patient education"
<input type="checkbox"/>	S1	"patient information"

## Filters – how to narrow down your search

Too many search results? Use the search filters which can be found on the left of the results screen. Filters available include: Date and Language.

## Accessing full text

Generally the most effective way to access full text is to click on the title of the article you wish to read, and scroll down until you see the URL or Digital Object Identifier (DOI).

DOI

<http://dx.doi.org/10.1176/appi.ps.62.11.1338>

## Saving your search history

Save your search history by selecting the line(s) you wish to save in 'Recent searches', and then clicking 'Save'. This will prompt you to log in to ProQuest or create an account. Saved searches can be found in 'My Research Account' (by clicking on the head in the top right of the screen).

## Saving your search results

You have the option to email results to yourself, or save them in multiple file types. Select the references you want to export. Then click on the 'all save options' to see all the options available, which include email, .ris, print, and pdf. RIS is compatible with all reference management software.

It is possible to export large batches of results in RIS, CSV or TSV formats. You will need to be signed into your ProQuest 'My Research Account' in order to access this feature. On the results screen click the "Export Results" link and select your required export options.

"heart disease" AND diabetes

2,376 results [Export Results](#)

## Extra features

Results can be sorted by Relevance, Oldest first and Most recent first. To change the sort order click the 'Sorted by' box in the top left of the screen and select the required option.

To add thesaurus terms (subject headings) to your search click the 'Thesaurus' link above the advanced search box. Select the relevant headings from the list and click 'Add to search'.

## More help and support

Always happy to help – just email [librarytraining@medschl.cam.ac.uk](mailto:librarytraining@medschl.cam.ac.uk)