

# PsycINFO Tutorial Transcript

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Welcome to this Great Ormond Street Institute of Child Health Library PsycINFO Tutorial.

PsycINFO can be used to find primary research in the subject areas of psychology and the behavioural and social sciences. It is a specialist database, produced by the American Psychological Association, and it contains around 4 million records. Coverage extends back to the 1800s but it is possible to limit your search to more recent years if you are not interested in older material. The focus of PsycINFO is peer-reviewed journal content, but the database also contains records for books, book chapters and dissertations.

PsycINFO is a subscription database. It can be accessed, via the GOS ICH Library homepage, by anyone with a UCL computer account. Once you have reached the GOS ICH Library homepage, click on the **Databases** link beneath the heading **Electronic Resources**.

Available databases are listed alphabetically. Click on the **PsycINFO** link to see more information about the database, then select the **UCL logo**. If you are offsite, you will need to log in with your UCL computer account.

To conduct a simple search in PsycINFO, you need to choose some keywords to use. It is usually a good idea to start with a couple of terms and then refine your search depending on the number of results that you get. In this tutorial we are going to try and find some articles on the role of the orbital cortex in paediatric anxiety neuroses.

## How to Search PsycINFO

Start by typing one of your selected search terms into the PsycINFO search box, e.g. **anxiety neuroses**.

Make sure that the **Map Term to Subject Heading** box is ticked and then click on **Search**. A subject heading is the best search term to use when searching for a topic in PsycINFO. PsycINFO has found the subject heading for anxiety neuroses, which is **Anxiety Disorders**. If you search using this subject heading, your search will find papers that mention anxiety disorders, but also papers that mention synonyms or singular and plural forms of the word.

In this example, using the subject heading anxiety disorders will mean that your search includes the singular form: anxiety disorder and variants, such as anxiety neurosis, anxiety neuroses or neurotic anxiety disorder; or narrower terms, such as panic disorder, or posttraumatic stress disorder.

By clicking on the subject heading, **Anxiety Disorders**, you can see which keywords will be included in your search if you use this subject heading.

**Anxiety Disorders** is selected automatically. You can un-tick the box and select a narrower term if you see one that is more appropriate for your search. To include all the narrower terms in your search, select the box in the column called **Explode**. Explode simply means include the narrower terms.

Click on **Continue** to complete the search.

Then, click on the **Search History** link above the search box to see a summary of the search. It has found 53, 250 articles with the subject heading **Anxiety Disorders**.

In many cases, this will be an adequate search for the subject of anxiety disorders or neuroses. If you want to make sure that you are doing a really thorough search and not missing articles, for example if you are writing a literature review or a clinical guideline, there is an additional step to take.

Un-tick the **Map Term to Subject Heading** box and enter some keywords into the search box. To conduct a really thorough search, you should draw up your own list of spelling variants and synonyms. Then search for articles where these keywords appear anywhere in the record. This will often pick up some additional articles that were not included in the subject heading search results.

Keywords for anxiety neuroses might include: anxiety neuros\* or neurotic anxiety or anxiety disorder\* or panic disorder\*. This keyword search has found 58,710 results.

To remove any duplicate articles which may be included in the results lists of both of the searches, select the check box to the left of each search and then choose '**combine with: OR**' beneath the search history. You can see that by combining the two searches, we have created a more sensitive search that has picked up a larger number of results than either the subject heading search or the keyword search retrieved separately.

Now the second keyword, orbital cortex, needs to be added into the search. We can follow the same procedure.

Make sure that the **Map Term to Subject Heading** box is ticked and then type orbital cortex into the search box. The subject heading for orbital cortex in PsycINFO is **Prefrontal Cortex**. Select the subject heading and the check box **Explode** is selected automatically, which means that any narrower terms will automatically be included in the search. Click on **Continue**.

Again, to do a really thorough search for this term, we should also do a separate keyword search. For this example search, we will just use the two keywords orbital cortex and prefrontal cortex. Then, to combine the two searches and eliminate any duplicates, tick the checkboxes next to the two searches that we've just run and click on **OR**.

The next step is to combine the two searches, for anxiety neuroses and for orbital cortex. We need to combine the searches with the operator **AND** to find articles that include both subjects.

First, click on **Expand** to the right of the screen so that you can see all of the search lines. Then, tick the checkboxes next to the combined anxiety neuroses search and next to the combined orbital cortex search. Then click on **AND** beneath the search history.

The total number of results for the two searches is 1,385.

The final step may be to apply some limits to the search. To do this, click on the word **Limits** beneath the search box. This shows some of the most frequently used limits and you can select options from here and click on search to apply them to the last search that you ran.

To see all the limits that are available in PsycINFO, click on **Additional Limits**. You can select from options such as publication type, language, or publication date. For example, select **Childhood <birth to age 12 yrs>** and **Adolescence <age 13 to 17 yrs>** (you can hold down the Ctrl key on your keyboard to select more than one option in a box). This will limit the search to children from birth to 17 years. Then, once you have selected the limits, click on **Limit a Search** at the bottom of the screen.

The number of results is now down to 151, which is a more manageable number to look through.

For more information about searching PsycINFO please contact the Great Ormond Street Institute of Child Health Library.

## Use PsycINFO to Find Full-text Articles

Click on **Display Results** next to any of your searches to view the results of that search. To the right of each result, you will see either a full-text **FindIt@UCL** link or a free full text link. Click on the **FindIt@UCL** link to be taken to the library catalogue, Explore. (You may need to click again.) You will either see the link **Fulltext available** or **No fulltext available**. If the full text is available, click on the link and you'll be taken to the box headed **View it** then click on the supplier's link to get the full text.

If you are offsite, you will need to click **Sign in** and enter your UCL computer username and password. There may be more than one supplier's link if we have access to the article via different suppliers. You can click on any of the links. You should then reach a page from which you can link to a PDF of the full text of the article.

### Slide 1 – Access the UCL e-journals list

A definitive list of all the e- journals that are available to members of UCL is available via UCL Explore at [www.ucl.ac.uk/library/explore](http://www.ucl.ac.uk/library/explore).

### Slide 2 – UCL e-journals list

You can search or browse for a particular journal title to see which years are available.

### Slide 3– Sign in to Explore

Alternatively, you can search Explore to find out whether the journal is available in print in one of the UCL libraries.

If articles are not available at UCL, they can be ordered via the Library's Inter-library Loan Service. To request an inter-library loan, sign into Explore.

### Slide 4– Request an inter-library loan

Then click on the three dots to the right of the menu. Select **Inter-library Loan Request** and complete the online form. There is a subsidized charge of £3 for each item requested as an inter-library loan.

Please contact the Great Ormond Street Institute of Child Health Library for more information about accessing full-text articles.

## Save Your PsycINFO Search Results

To save the results of your search, click on **Display Results** and then select the ones that you want to save:

- All results,
- Or a range,
- Or you can select individual results.

Then click on **My Projects** above the results list. You will be prompted to enter your Ovid username and password. If you don't yet have one, click on **Create Account**. Otherwise, enter your username and password.

You can either add your results to a project that you saved earlier, or you can create a new project, which is like a folder of results. To do that, make sure **A New Project** is selected. Give your project a name and then click on **Add Item(s)**.

You can click to go directly to **My Projects**, which is where your results have been saved. Or you can find your saved results by going to **My Workspace** and make sure you're in **My Projects**. Click on the name of the project to bring up the search results. From here, you can print, e-mail, export or remove them.

For more information about using PsycINFO please contact the Great Ormond Street Institute of Child Health Library.

## Save your PsycINFO Search Strategy

To save your search strategy, click on **Save All** beneath the search history table. You will be prompted to log in, if you have not already done so. If you don't yet have an Ovid account, click on **Create Account**. Otherwise, enter your username and password.

Give your search a name. Select **Permanent** to store the search strategy in PsycINFO, or you can select **Auto Alert** if you would like PsycINFO to automatically rerun your search periodically and send you any new articles that are added to the database that match your search criteria. Click on **Save**.

Your saved searches can be found in **My Workspace**, under the link **My Searches & Alerts**. Tick the box next to the search you want to rerun and then click on **Run**.

For more information about using PsycINFO please contact the Great Ormond Street Institute of Child Health Library