

Web of Science is a set of multidisciplinary databases that can be used to find journal articles, conference proceedings and some monographs. It is available through computers on the UCL network and, off-site, to staff or students with a UCL computer account.

## Accessing Web of Science

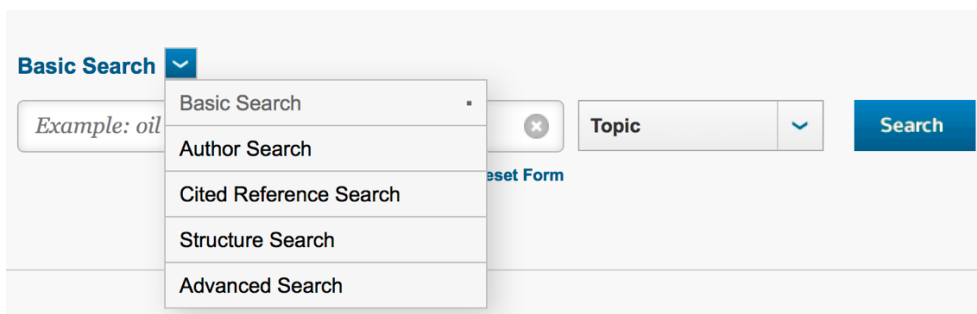
Go to <http://wok.mimas.ac.uk/> and click to enter the Web of Science

Click here to access  
Web of Science

UCL staff and students accessing the service off-site will need to enter a UCL computer username and password.

## Searching Web of Science Databases

Select from five types of search:



The screenshot shows the search interface with a dropdown menu open under 'Basic Search'. The menu options are: Basic Search, Author Search, Cited Reference Search, Structure Search, and Advanced Search. The search box contains the text 'Example: oil' and there is a 'Topic' field and a 'Search' button.

### Basic Search

Search by topic, author, journal title, publication year, and address.

You can limit your search by publication type.

### Author Search

Identify and retrieve all the publications by a particular author.

### Cited Reference Search

Find out how many times an article has been cited and view a list of articles that cited it (i.e. included it in their bibliography).

### Structure Search

Search for chemical compounds and reactions and associated data.

### Advanced Search

Create complex searches using field tags and set combinations.

## Basic Search

This option offers the most straightforward method of searching the Web of Science.

### Enter terms into the search box

Choose to search by topic, author, journal title, etc. by using the drop down lists to the right of the search box. Click on **Add Another Field** to add more search boxes.

- **Topic** Search for your terms in the title, abstract and keywords
- **Author** Enter the person's name in the format: Jones D\*
- **Publication Name** Search for a journal name, e.g. Lancet

Remember that Web of Science will search only for the words that you type in and variants of those words (e.g. UK/US spellings, singular and plural forms). You will need to think about synonyms, acronyms or other alternative terms to describe your topic in order to do a comprehensive search.

- **Truncation** - use \* to truncate a word (e.g. pediatric\* will find pediatric, pediatrics, pediatrician, etc. \*oxide will find peroxide, sulfoxide, zinc oxide, etc.)
- **Phrases** - search for exact phrases by enclosing them in double quotes (e.g. "congenital heart disease")

### Limits

Use **TIMESPAN** (below the search box) to restrict your search to a particular year, or range of years.

### Combine search terms

Once your search includes more than one search box, you can use the drop down lists to the left of the search boxes:

- **AND** – finds articles containing **both** your first term **and** your second term. Use for differing concepts (e.g. "sore throat" AND antibiotics)
- **OR** – finds articles containing either your first term or your second term. Use for similar concepts (e.g. "sore throat" OR pharyngitis)
- **NOT** – excludes a term from your search (e.g. pharyngitis NOT diagnosis)

### Search History

Use Search History (towards the top right of the screen) to combine your search statements. **Check the boxes** next to the search statements you wish to combine; select **AND** or **OR** and click on **Combine**.

## Cited Reference Search

This search enables you to find articles that have cited a particular author or article.

### Enter details of the author or article into the search boxes

- **Cited Author** - Enter the author's name as shown on the screen, e.g. Thompson R\*
- **Cited Work** - Enter the abbreviated form of the relevant journal title, e.g. JAMA-J\* AM\* MED\* ASSOC\* (Click on **journal abbreviation list**, then click on the first letter of the journal title, to find the abbreviated form of the title. Copy and paste to the search box.)
- **Cited Year(s)** - Enter a date, or date range, as shown on screen, e.g. 2003-2008
- Click on
- Select the article, or articles, that match the details you typed into the search boxes by checking the square boxes to the left of the list
- Click on  to view a list of articles that cite your selected author or publication(s)

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## Displaying, marking and outputting results


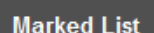
### Displaying your results

The default is to display a page of 10 results, with links above the list to display the next/previous page of results. Results are sorted by date, with the most recent articles at the top. Use the drop down menus (below the results list) to change the defaults.

Sort by: <input type="text" value="Publication Date -- newest to oldest"/>	Show: <input type="text" value="10 per page"/>
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- Click on a title to view the full bibliographic record, including an abstract and keywords. The full record has links to **Cited References** (the bibliography of the article record you are viewing) and **Times Cited** (articles that have included the article you are viewing in their reference list).
- Click on  to connect to the full text through UCL Library Services, or to search library catalogues if the article is not available online.

## Marking your results




- Mark results by checking the boxes to the left of the list.
- Click on  to place the selected records in a temporary storage area.
- Click on  to view them.

## Printing, saving, e-mailing, or exporting your results

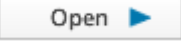
- In the Marked List screen, follow the three steps to print, e-mail, or export your results
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## Saving your search strategy


In order to save your search strategy, you need to have an account. This is a free account. Click on **Sign In** (at the top of the screen). Enter your login details, or click on **Register** to create a new account and complete the online form.

- Click on  (at the top of the screen, next to the other search options)
- Click on 
- Enter a name for your search history (Check the box next to **E-mail Alerts** if you wish to receive details of new records that match your search criteria as they are added to Web of Science.)
- Click on 

To open your saved history, click on  from the **Search History** screen

Click on  next to the search that you wish to run

Click on  and select any limits that you want to use

Click on  to view the results of your saved search

**NB** When you open a saved search history, any previous searches that you have done during the session will be cleared from the Search History screen.

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## Further information

For more information, support or training on the Web of Science, or other Web of Science resources, please contact the GOS-ICH Library

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