



BEFORE you start, take a moment to

- Formulate your research questions and scope
- Identify important concepts within the question
- Identify search terms to describe those concepts
- Consider synonyms (different words = same meaning)
- Prepare sets of like terms before searching:

Depression	Therapy
Major Depression	Psychotherapy
Sadness	Treatment
Depression (Emotion)	Psychotherapeutic techniques

BEGIN

Point your browser to Psychology Library Home Page
<http://www.lib.uiowa.edu/psych/index.html>
 Click on the PsycINFO link.

SEARCHES

Keyword Search

• Not Mapped to Subject Heading



- 1 Click on **Keyword** Icon.
- 2 **Uncheck** the **Map Term to Subject Heading** box.
- 3 Type a **keyword** in the search window.
- 4 Click on **Perform Search** button.

Enter **Keyword** or phrase: Map Term to Subject Heading
 (depression) **Perform Search**

• Mapped to Subject Heading

- 1 Click on **Keyword** Icon.
- 2 Make sure that the **Map Term to Subject Heading** box is **checked**.
- 3 Type a **keyword** in the search window.
- 4 Click on **Perform Search** button.

Enter **Keyword** or phrase: Map Term to Subject Heading
 (depression) **Perform Search**

Author Search



- 1 Click on **Author** Icon.
- 2 Type the **Author's** last name, space, first initial (if known).
- 3 Click on **Perform Search** button.
- 4 Choose **correct index entry**.
- 5 Click on **Perform Search** button.

Enter the **Author's** last name,
 |beck a|

Title Search



- 1 Click on **Title** Icon.
- 2 Type a **word** or **phrase** to be searched in the **title**.
- 3 Click on **Perform Search** button.

Journal Search



- 1 Click on **Journal** Icon.
- 2 Enter **the first few letters of a full journal name**; do not use abbreviations.
- 3 Click on **Perform Search** button.

Combine Search



- 1 Click on **Combine** Icon
- 2 Select two or more boxes and the Boolean operator **AND** or **OR** from the **Combine Searches** window.
- 3 Click on **Continue** button.

Limit Search



- 1 Click on **Limit** Icon to limit previously created searches.
- 2 Click on a search under **Select**.
- 3 Check the basic limits and/or scroll down the page to select any additional limits.
- 4 Click on **Limit Search** button.

FOR ADVANCED USERS

Search Fields



- 1 Click on the **Search Fields** Icon.
- 2 Enter a **word** of **search phrase** in the search window. Then choose **All Fields**, or scroll down and choose only the field(s) you want.
- 3 Click on the **Perform Search** button.

Tools



- 1 Click on the **Tools** Icon.
- 2 Select **Thesaurus, Permuted Index, Scope Note, Explode, Classification Codes, or Update Code** function.
- 3 Follow the direction on page.
- 4 Click on the **Perform Search** button.

EXTRA

Print, Email and Save

Scroll to the bottom of a screen to find the **Citation Manager** which allows you to **Print, Email, or Save**. Select the appropriate option from the **Citation, Fields and Citation Format**. Always check **Include Search History**.

- **To Print**, click on **Display** or **Print Preview**. Then select **Print** from the browser's file menu.
- **To Email**, click on the **Email** button. Fill in the windows for the information and click on **Send Email** button.
- **To Save**, click on the **Save** button. After checking the appropriate **Linefeeds** and **Include Search Strategy?**, click on the **Continue** button.

Change Database



1. Click on the **Change Database** icon.
2. Select a new database.
3. Select one of three options to proceed.

Logoff



Click on the **Logoff** icon. This will allow more users to access the database. If you have logged on through the **Hawk ID** system, remember to **logout** of the system.