An Introduction to Using CINAHL Through EBSCOhost

What is CINAHL?
CINAHL stands for the Cumulative Index of Nursing and Allied Health Literature and is the largest and most in-depth nursing research database. The CINAHL Complete database provides full text for 1,500 journals, and indexing for 5,500 journals from the fields of nursing and allied health. The database contains nearly 5 million records. Offering complete coverage of English-language nursing journals and publications from the National League for Nursing and the American Nurses’ Association, CINAHL covers nursing, biomedicine, health sciences librarianship, alternative/complementary medicine, consumer health, and 17 allied health disciplines.

In addition, this database provides citations for nursing dissertations, full text CEUs, selected conference proceedings, standards of practice, educational software, audiovisuals, books and book chapters. CINAHL provides full text for evidence-based care sheets, quick lessons, clinical innovations, critical paths, drug records, research instruments and clinical trials. Searchable cited references for more than 1,500 journals are also included, with full text coverage dating back to 1937.

PreCINAHL is included and provides citations of new journal articles that have only limited bibliographic information (no subject indexing). It is available to researchers only while these articles are being indexed. This enables users to gain access to article citations for current awareness purposes that otherwise would not be available.

New in 2016 – PlumX Metrics has been added to the search results, when available. These metrics provide different types of data about the article itself (including abstract views) in CINAHL and on multiple online platforms, including social media sites. More information is located online at http://plumanalytics.com/products/plumx-metrics/

How do I access CINAHL?
1. Open a web page and type in the Library homepage address http://library.uwb.edu/

2. From the Campus Library homepage, look for the “Resources” category and click on the Research Guides by Subject link.

3. Now you should be on a page titled “Welcome to the UWB/CC Campus Library Research Guides!” Look for the Subjects box.

Please ask a UW Bothell reference librarian if you have any questions. Call us at (425) 352-5340. More contact options are available online at http://library.uwb.edu/askus.html
4. **Scroll down** to, and **click** on, the word **Nursing**.

5. **Then click** on the **Nursing Research Guide** link.

6. Now you should be at the **Nursing Research Guide** page. This page contains a list of health-related databases, including a link for CINAHL. (The web address of this page is http://guides.lib.uw.edu/bothell/nursing)

   **Click** on the “**CINAHL Complete**” link.

   ![CINAHL Complete link](image)

If you cannot get into CINAHL or another UW Restricted database please call us at (425) 352-5340 and let us know so we can help.
Searching in CINAHL

Creating an Advanced Search

1. On the Advanced Search Screen, type search words or phrases in the boxes to conduct a search. Use Boolean operators (AND, OR, NOT) to combine search terms.

2. (Optional) Choose the field(s) you want to search from the “Select a Field” boxes.

3. (Optional) Use Limiters, located below the search boxes, to narrow your search to the date, scholarly/peer reviewed, or publication type.

   For example:
   - **Published Date** – Limit search results to specific date ranges.
   - **Publication** – Limit search results to records from a specific title.
   - **Scholarly (Peer Reviewed) Journals** or **Research Article** – Limit results to scholarly sources, as illustrated below.
   - **Publication Type** – Limit results to source types such as Clinical Trial, Evidence-Based Care Sheet, Meta Analysis, Meta Synthesis, Nursing Diagnoses, Nursing Interventions, Questionnaire/Scale, Randomized Controlled Trial, Research, etc. Scroll down in the box to see the full list of types. You can select multiple items either by holding down the control key (Ctrl) on a PC, or the Apple button on a Mac.
   - **Any Author is Nurse** or **First Author is Nurse** – Limit results to documents with nurses as the authors.

4. Click on the Search button.
Tips for Refining your Search

1. To narrow the focus of your search, browse through the "Refine Results" area on the left of your screen. For more limits options, click on the Show More link to get a pop-up window of limiters. Select the limiters you want to apply to your search, then click Search for a more focused result list.

2. When a phrase is enclosed by double quotations marks, the exact phrase is searched, e.g. "quality of life".

3. Use an asterisk * or question mark ? to retrieve variations on a word, e.g. transplant* will retrieve records that include "transplanting" and "transplantation." You may use a question mark to replace one character, e.g. wom?n will retrieve both "women" and "woman."

Combining Sets/Search History

1. Click the “Search History” link below the search boxes and click on the “Clear” button near the Search button.
   - Select the search sets to combine by clicking the boxes in the left column.
   - Choose the desired Boolean operator (AND, OR, etc.) button either “Search with AND” or “Search with OR.” Scroll down the page to view your results.

2. Alternatively, combine results by typing a search number into a new Search box, i.e., S1 and S2, or (self care and S1), and click the Search button.

3. Use the “Delete Searches” button to remove searches from your search history.

Locating the Full Text of Articles

- If available, click on the “PDF Full Text” or “HTML Full Text” links under the citation in your list of search results. This will take you to the article.

- Otherwise, click on the purple “Check for Full Text - W” button below the citation. This will check the UW Libraries Search system for online full text availability. In the UW Libraries Search system, you can click on the “Online Access” button, and then the “Content Available” vendor link(s). Sometimes the full text will be available, but you need the date, volume, issue, author, title, and/or page numbers to locate the article. If online full text is not available, click on the “Availability & Request Options tab, and then click on the “Request an article scan (~1-2 days)” button to request a digital copy through Interlibrary Loan.

- Recommended: Search for the article title in the UW Libraries Search system to view the online and print holdings, available online at http://library.uwb.edu/
Optional Search Techniques and Other Tools

CINAHL Headings - see if there are any relevant search terms for you to use.

The CINAHL Headings list (controlled vocabulary or thesaurus) includes 14,954 terms. In many cases, the most efficient way to search CINAHL is to use these headings that have been assigned to related articles by the CINAHL indexers. Not all concepts have a CINAHL Heading assigned to them. You will see these called Subjects, Subject: Major Heading, Major Subjects, and Minor Subjects in the results and narrowing features.

A definition from Ebsco: These Headings follow the structure of the Medical Subject Headings, or MeSH, used in PubMed by the National Library of Medicine. This structure has been used to develop the CINAHL subject headings which reflect the terminology used by nursing and allied health professionals.

For more information see:

- Using CINAHL/MeSH Headings. This 3 minute and 32 seconds flash video tutorial, from the Ebsco company that owns CINAHL, located online at http://support.ebsco.com/training/flash_videos/cinahl_mesh/cinahl_mesh.html. This is a useful illustration of how to search for CINAHL Headings. The Search History feature advice is good too.
- UW HSL CINAHL Subject Headings page located online at http://guides.lib.uw.edu/c.php?g=99097&p=642259. This page is referred to in steps 5 and 7 below.

Steps to search:

1. Please Note: Searching with CINAHL Headings will remove any limits you have placed on your search, and you can reapply them after you search.

2. Click "CINAHL Headings" at the top of the page, as illustrated below.

3. Type your search word(s) in the search box and click "Browse," as illustrated below:
4. If available, click the icon under the Scope column to see a definition of the subject heading, referred to as the "scope note."

![Scope Note Link]

5. You can search for multiple words, concepts, or phrases by clicking on the "Browse Additional Terms" link at the bottom of your results page. See the image below that illustrates this:

![Browse Additional Terms]

6. Select the desired subject heading by checking the box next to it. This will also display the subheadings associated with the subject heading. (Screen shot illustration available in the “CINAHL Headings” box online at http://guides.lib.uw.edu/c.php?g=99097&p=642259).
   - (Optional) Click on the Subject Heading to see term in the hierarchical view of subject heading terms.
   - Note: the options to make the subject heading a Major Concept in the article, or to Explode results so that all narrower subject headings are searched as well.

6. Consider if you want to combine the words you have selected with "and" or "or". Searching with "and" will provide more specific results. Searching with "or" will provide you with more results, but will provide results with articles that may contain only one of the CINAHL Headings you selected. More information about searching with "and" or "or" in CINAHL is located online at http://guides.lib.uw.edu/bothell/nursing/BooleanSearching.

7. Click "Search Database" to run the search. (Screen shot illustration available in the CINAHL Headings box).

Other Search Options (Optional)

- Evidence-Based Care Sheets – The link is located above the search boxes in the purple bar next to the CINAHL Headings link. Search or browse 2-page summaries of treatment care for many conditions and view the references included in producing each of the summaries. Browse or search by topic, and rank results alphabetically or by relevancy.
The following five options are found by going to the purple bar above the search boxes and clicking on the More option.

- **Quick Lessons** – search or browse 2-page summaries with references for diseases and conditions.
- **Cited References** – search through supporting cited references to 1985.
- **Images** – search to view thumbnails of the images available in articles.
- **Citation Matcher** – search for article citations for which you have incorrect or incomplete information.
- **Indexes** – search through the indexed fields, such as author or instrumentation.

### Using Folders

To collect several articles, click the folder image to the right of citation. To add all items on a page to your folder, look at the top of the results list, click the Share button above the first result on the page, and then click the Results (1-10) link. Result numbers to be added will change as you page through the list of results.

As you add the articles to the folder, you can click the Folder icon on the purple bar at the top of the page (or use the Go to: Folder View link on the right) and review which items have been added. Click on the boxes to the left of the citations to select to print, e-mail, save as file or export many at the same time. After you click on the print, email, save as file or export links on the right, you can select the Citation Format of APA.

### Custom Folders

Create numerous folders in which various results can be sorted and stored. Customize the name of each folder and determine which folders nest within other folders. Create levels of folders and sub-folders, but only four levels of folders and sub-folders are displayed. Any folders below that will display at level four.

#### Creating a New Custom Folder:

1. You must **Sign In** to do this. The Sign In link is located on the purple bar at the top of any CINAHL page. Locate and click on the “Create a new Account” link and set-up your profile, or type your user name and password.
2. Click the Folder icon.
3. On the left, click the New link to the right of the My Custom link. The Create New Folder screen displays.
4. In the Folder Name field, enter a name for the folder.
5. **Move Folder To** – You can select a “level” for the folder. (For example, you could create a "Community Health Nursing" folder, and then place a "Mental Health" sub-folder within it.)
6. In the Description box, you can enter information regarding the folder, such as the creation date.
7. Click Save. You are returned to the Folder area, with your named folder displayed in the left-hand column.
8. For more information about custom folders, click on the “Help” link located on the purple bar at the top of the page. This will launch a new page titled “EBSCOhost Research Databases,” scroll down to the “Using Folders” area, and click on “Managing Custom Folders” link.

### Saving Citations to your Custom Folders:
1. You must *Sign In* and have added desired citations to the Folder.
2. Click the **Folder** icon.
3. Select the citations by **clicking in the boxes to the left of the citations**.
4. Click on the “Move To” button located above the citations and select the folder you want.
5. (Optional) You can use the “Copy To” button to move items to an additional folder.

**Other Tools**

When you are looking at your results list and you click on an article title, you’ll be taken to the detailed record, where you’ll find more info about the article. On the right side of the screen are several useful tools.

**Print:** From the open result or from the folder click the Print link. The Print panel is displayed at the top of the article. Choose your options, such as the “Citation Format” drop down list to select APA. Click on the “Print” button.

**Email:** From the open result or from the folder, click the E-mail link. The Email panel is displayed at the top of the article. Fill out the form including full email address, and subject to appear in the email subject line. Click on the “Citation Format” drop down list to select APA. Click on the “Send” button.

**Save:** From an open result or from the folder, click the Save link. The Save panel is displayed at the top of the article. Choose your options, such as the “Citation Format” drop down list to select APA. Click on the “Save” button.

**Citing in APA Style:** Click on the title of the article to be able to see to the Cite link. It will be on the right of the page. After you click on the link, a panel is displayed at the top of the article, showing the various citation formats. Scroll down in this panel to see all of the options available. Digital object identifiers (DOI) are being added at the bottom of citations from 2008 forward. You can copy and paste the APA formatted citation.

**Permalink:** These are persistent links/dedicated URLs that do not change. Click on the title of the article to be able to see to the Permalink link. It will be on the right of the page. After you click on the link, a panel is displayed at the top of the article, showing the link that you can copy. The provided link should include the web address so you can access the full text links from off-campus. They are dedicated URLs that do not change.

**Share:** Provides links to a variety of social media tools.

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Please ask a UW Bothell reference librarian if you have any questions. Call us at (425) 352-5340.

More contact options are available online at [http://library.uwb.edu/askus.html](http://library.uwb.edu/askus.html)
For more information about these tools, click on the “Help” link located on the purple bar at the top of the page. This will launch a new page titled “EBSCOhost Research Databases,” scroll down to view the “Print/Email/Save” area.

Create Notes Feature

1. You must Sign In. The “Sign In” link is located at the top of any CINAHL page.
2. Click on the article title of a citation to view the detailed record page, and select the HTML Full Text, or PDF Full Text on which you would like to leave a note, click on the Create Note link.
3. The Create Note panel is displayed at the top of the article. The article citation information will appear in the Context area.
4. Click on the “New Note” button and type your note in the box. When finished entering your note, click the Save button.
5. To view your notes, click the Folder link on the purple bar at the top of the page.
6. From inside the folder, your note is available by clicking Notes in the menu on the left side.
7. To view your Note, click the Note title in the folder. You can view the page on which the note was taken by clicking the View Context link.

Exporting Citations: RefWorks and CINAHL (from February 2017)

From the detailed record page, or from the folder area you can Export citations into your RefWorks account.

1. Click on the Export link.
2. Select the “Direct Export to RefWorks” option.
3. Click on the Save button.
4. Either login with you group code account in the username and password boxes, or hover your mouse over the “My Institution’s Credentials (Shibboleth)” link, and scroll down the list and click on the “University of Washington Libraries” option to login with your UW NetID and password.
5. You are now in the Last Imported area.
   - For more information about exporting, click on the “Help” link located on the purple bar at the top of the page. This will launch a new page titled “EBSCOhost Research Databases,” scroll down to view the “Print/Email/Save” area, and click on the “Export Manager” link.
   - More information about RefWorks is located online at http://guides.lib.uw.edu/research/refworks

To Print a Search History

1. Click on the “Search History” link below the search boxes.
2. Optional -- Use the “Delete Searches” button to remove searches from your search history.
3. From the Search History/Alerts screen, click on the Print Search History link. A browser window appears with the search history formatted for printing.
4. On the browser toolbar, click the Print button, or select File, and then Print. To close the browser, click the X in the top right corner of the window.
Saving Searches and Alerts

Save and rerun your search at another time or create automatic email updates.
1. Create a personal account by clicking on the “Sign In” link at the top of any CINAHL page. Locate and click on the “Create a new Account” link and set-up your profile, or type your user name and password.
2. Conduct a search in CINAHL.
3. Click on the “Search History” link below the search boxes, and then click the “Save Searches/Alerts” link.
4. (Optional - For more information about saving searches and alerts, click on the “Help” link located on the purple bar at the top of the page. This will launch a new page titled “EBSCOhost Research Databases,” scroll down to view the “Saving Searches & Alerts” area.)
5. Enter a name for your search and select type of saved search:
   - **Saved Search** (Permanent): use this option to save and rerun your search at another time.
   - **Alert**: runs your search on a regular basis against the updated database and emails you the updated results.
   Click the “Save” button.
6. To access your saved searches or alerts, click on the “Search History” link and then the “Retrieve Searches” or “Retrieve Alerts” link. The retrieved search can either be rerun or revised.

RSS and Journal Alerts

- RSS feed urls are also available when you create an Alert. To view a description of RSS, click on the “Help” link located on the purple bar at the top of the page. This will launch a new page titled “EBSCOhost Research Databases,” scroll down to view “Saving Searches & Alerts” area and click on the “What is RSS?” link.
- To view information about the “One-Step RSS Search and Journal Alerts,” click on the “Help” link located on the purple bar at the top of the page. This will launch a new page titled “EBSCOhost Research Databases,” scroll down to view “Saving Searches & Alerts” area.
- To view information about “Setting-up a Journal Alert” click on the “Help” link located on the purple bar at the top of the page. This will launch a new page titled “EBSCOhost Research Databases,” scroll down to view “Saving Searches & Alerts” area.

Help Screens

The Help screens are nice and the link is located in the upper right-hand corner on each page.

<table>
<thead>
<tr>
<th>If you have any questions or need help with your research, please contact me:</th>
<th>Or Contact the Bothell Campus Librarians or Library Staff:</th>
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</table>
| Julie Planchon Wolf  
Research & Instruction/Nursing & Health Studies Librarian  
jspw@uw.edu  
Phone: (425) 352-3452  
Office: LB1-210C | Call the library at (425) 352-5340 or try our Ask Us a Question services located online at  
[http://library.uwb.edu/askus.html](http://library.uwb.edu/askus.html) |