

# Quick Reference Guide

## PsycINFO® on OvidSP®

**PsycINFO** is an electronic bibliographic database that provides abstracts and citations for the scholarly literature in the field of behavioral sciences and mental health. It contains more than 2.5 million references of peer-reviewed literature from early 1800s to the present.

### PsycINFO • American Psychological Association

750 First Street, NE • Washington, DC 20002-4242 • (800) 374-2722  
(202) 336-5650 • [psycinfo@apa.org](mailto:psycinfo@apa.org) • [www.apa.org/psycinfo](http://www.apa.org/psycinfo)

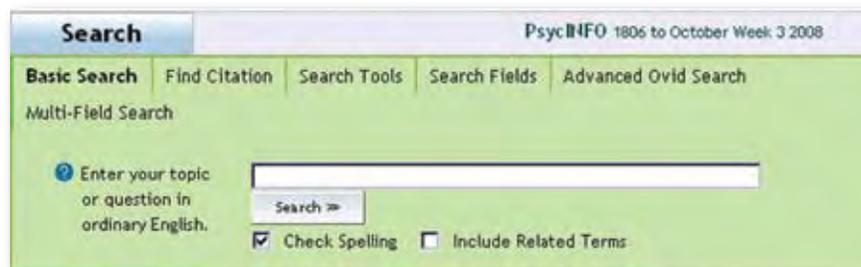
### Ovid, a Wolters Kluwer Health business

Global Headquarters: 333 Seventh Avenue, 20<sup>th</sup> floor  
New York, NY 10001 • (800) 950-2035 • [support@ovid.com](mailto:support@ovid.com) • [www.ovid.com](http://www.ovid.com)

## About this Guide

Access OvidSP through your library's webpage. If you need assistance, contact your librarian.

This quick reference guide will demonstrate how to search PsycINFO on the OvidSP Platform.



The screenshot shows the top of the PsycINFO search interface. The title bar reads "Search" and "PsycINFO 1806 to October Week 3 2008". Below the title bar are several tabs: "Basic Search", "Find Citation", "Search Tools", "Search Fields", and "Advanced Ovid Search". The "Basic Search" tab is currently selected. Underneath the tabs, the text "Multi-Field Search" is visible. There is a search input field with a "Search" button to its right. Below the input field, there are two checkboxes: "Check Spelling" (checked) and "Include Related Terms" (unchecked). A blue circular icon with a question mark is positioned to the left of the input field.

## Starting Your Search

### Basic Search

**Basic Search** is the default search setting. Enter a word or phrase in the search box, for example "forensic psychology". Citations relevant to "forensic psychology" will be retrieved based on Ovid's Natural Language Query algorithm.

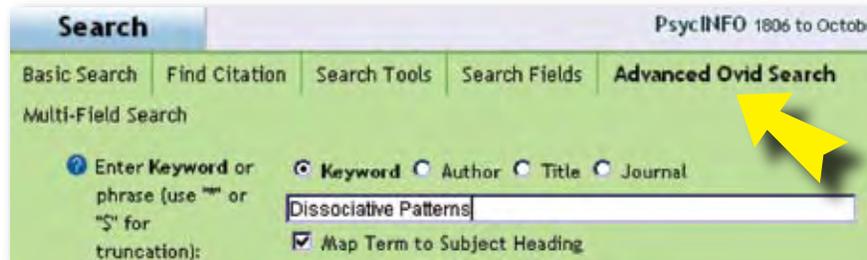


This screenshot is similar to the one above, but the search input field now contains the text "forensic psychology". A yellow arrow points to the "Search" button. Below the search input field, there is a link that says "Limits (Click to expand)".

## Index Term/Subject Heading Search

Select the **Advanced Ovid Search** tab. Leave the **Keyword** radio button checked, and the **Map Term to Subject Heading** box checked (these are default settings). Enter your search term(s) into the box to map your term to the most relevant Subject Heading.

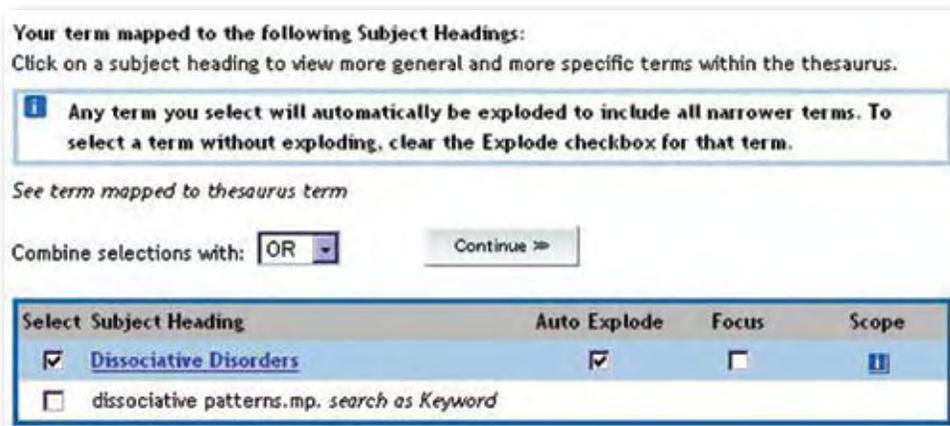
Subject Headings are terms taken from APA's *Thesaurus of Psychological Index Terms*<sup>®</sup>. The *Thesaurus* provides the controlled vocabulary for PsycINFO. For example, searching "Dissociative Patterns" will map your term to the most relevant Index Terms, in this case "Dissociative Disorders".



The screenshot shows the PsycINFO search interface. The 'Advanced Ovid Search' tab is selected and highlighted with a yellow arrow. Below the tabs, there are radio buttons for 'Keyword', 'Author', 'Title', and 'Journal', with 'Keyword' selected. A search box contains the text 'Dissociative Patterns'. Below the search box, there is a checkbox labeled 'Map Term to Subject Heading' which is checked.

The **Mapping** display appears. Select "Dissociative Disorders". If you select **Auto Explode** it will perform a broad search, finding the term "Dissociative Disorders" and any narrower terms. If you select **Focus** it will narrow your search, retrieving only results where "Dissociative Disorders" is a major index term. If the index term represents the main focus of a document, it is designated as a major index term.

Then click **Continue**.



The screenshot shows the 'Mapping' display. At the top, it says 'Your term mapped to the following Subject Headings:'. Below this, there is a text box with instructions: 'Any term you select will automatically be exploded to include all narrower terms. To select a term without exploding, clear the Explode checkbox for that term.' Below the instructions, there is a section titled 'See term mapped to thesaurus term'. Underneath, there is a dropdown menu for 'Combine selections with:' set to 'OR', and a 'Continue >>' button. Below this is a table with columns: 'Select Subject Heading', 'Auto Explode', 'Focus', and 'Scope'.

Select Subject Heading	Auto Explode	Focus	Scope
<input checked="" type="checkbox"/> <a href="#">Dissociative Disorders</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<a href="#">II</a>
<input type="checkbox"/> dissociative patterns.mp. search as Keyword			

## Author Search

Select the **Advanced Ovid Search** tab and then select the **Author** radio button. Enter the author's last name, a space, and first initial, if known, in the search box. For example "Maslow C" or just "Maslow" for Carey Maslow. Select **Search**.



The screenshot shows the PsycINFO search interface. The 'Advanced Ovid Search' tab is selected and highlighted with a yellow arrow. Below the tabs, there are radio buttons for 'Keyword', 'Author', 'Title', and 'Journal', with 'Author' selected and circled in red. A search box contains the text 'Maslow, C'. Below the search box, there is a 'Search >>' button.

An alphabetical list of names, with last name first, will appear including *Maslow, Carey*. Put a check next to the author(s) you want and then click **Search for Selected Terms**. You may need to check more than one if you are unsure of the author's first name or middle initial.



## Title Search

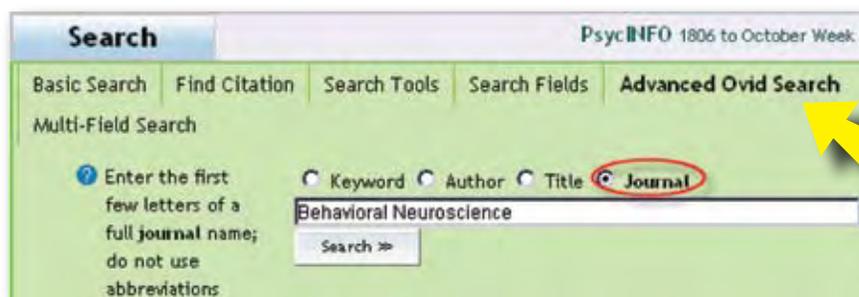
Select the **Advanced Ovid Search** tab and then select the **Title** radio button. This searches for title of an article, book, book chapter or dissertation.

Enter a word or phrase to be searched in the title. For example, if you type "hypnotherapy" you will be told how many results are available with "hypnotherapy" in the title and you have the option to display the results or narrow them further. If you know the complete title, you can type that into the search box (such as *The treatment of anxiety neurosis through rational stage directed hypnotherapy: A cognitive experiential perspective*).



## Journal Search

Select the **Advanced Ovid Search** tab and then select the **Journal** radio button. Enter the first few letters of a full journal name or the entire name, for example "Behavioral Neuroscience". Do not use abbreviations. Select **Search**.



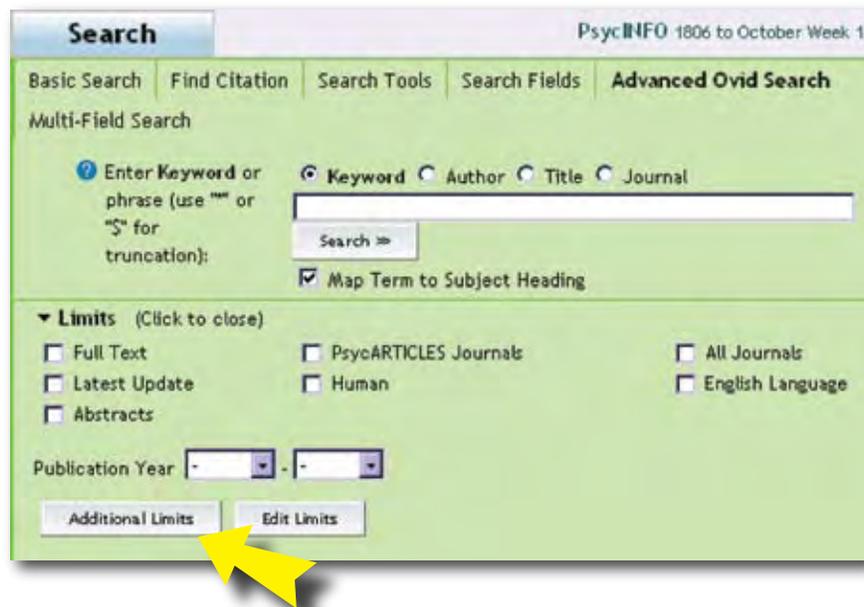
## How to Limit Your Search

Select the **Advanced Ovid Search** tab and under the search box you will see **Limits**. Click on it for a list of possible limits.



The screenshot shows the PsychINFO search interface. At the top, there are tabs for 'Basic Search', 'Find Citation', 'Search Tools', 'Search Fields', and 'Advanced Ovid Search'. Below the tabs, there is a search box with a 'Search >>' button. To the left of the search box, there is a prompt: 'Enter Keyword or phrase (use "" or "\$" for truncation):'. To the right of the search box, there are radio buttons for 'Keyword', 'Author', 'Title', and 'Journal'. Below the search box, there is a checked checkbox for 'Map Term to Subject Heading'. At the bottom of the search area, there is a link that says 'Limits (Click to expand)'. A yellow arrow points to this link.

This will open a set of limits, including the option to limit the year range. Below that is **Additional Limits**. Click on that for a full list of limits.



The screenshot shows the PsychINFO search interface with the 'Limits' section expanded. The 'Limits' section is titled 'Limits (Click to close)'. It contains several checkboxes: 'Full Text', 'Latest Update', 'Abstracts', 'PsyARTICLES Journals', 'Human', 'All Journals', and 'English Language'. Below these checkboxes, there is a 'Publication Year' field with two dropdown menus. At the bottom of the limits section, there are two buttons: 'Additional Limits' and 'Edit Limits'. A yellow arrow points to the 'Additional Limits' button.

**You will be able to limit your search in many ways, including:**

**Age Group:** limit your search to the age of subjects (this applies to humans).

**Document Type:** limit your search to specific document types, such as bibliography, editorial, review, etc.

**Methodology:** limit your search to the methodology used in a research study, such as clinical case study, literature review, meta analysis, etc.

**Population Group:** limit your search to the group of subjects (human, animal, female, male, etc).

**Publication Type:** limit your search to specific publications, such as peer reviewed journal, authored book, encyclopedia, etc.

**Publication Year:** allows you to set a date range or a particular year.

## Definitions of Selected Fields

**Abstract:** brief summary of the article

**Classification:** general areas of psychology which are used to classify each document and can be searched. Classification Codes are available at <http://www.apa.org/databases/training/classcodes.html>

**Institution:** institutional affiliation of authors

**Keywords:** a group of subject fields, including title, abstract, subject headings and other subject fields

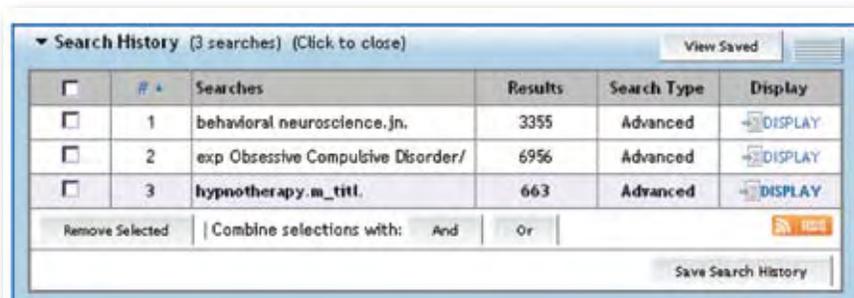
**Publisher:** organization/company that publishes the journal or book

**Table of Contents:** book table of contents; go here to find chapter titles

**Tests & Measures:** lists the test(s) used in the methodology of a study

## How to Combine Your Searches

Click on **Search History**. This will open your search history and allow you to combine any of the searches you have performed.

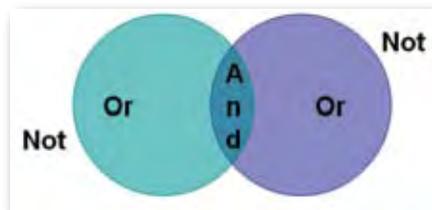


<input type="checkbox"/>	#	Searches	Results	Search Type	Display
<input type="checkbox"/>	1	behavioral neuroscience.jn.	3355	Advanced	DISPLAY
<input type="checkbox"/>	2	exp Obsessive Compulsive Disorder/	6956	Advanced	DISPLAY
<input type="checkbox"/>	3	hypnotherapy.m_titl.	663	Advanced	DISPLAY

Remove Selected | Combine selections with:  And  Or

## Search Basics

**Boolean Operators** (And, Or, Not) combine search terms to narrow or broaden results.



**Wildcard (?):** The “?” replaces one character, for example, **ne?t** finds neat, nest or next, but will not find net.

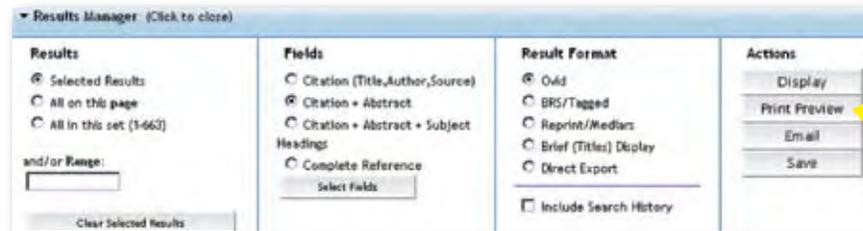
**Truncation (\$ or \*):** The “\$” or “\*” replaces any number of characters and will find all forms of a word root, for example, **therap\$** or **therap\*** finds therapy, therapies, therapist, therapists, therapeutic, therapeutically.

## Print/Email/Save

While in the results list or in the record view, go to the **Results Manager**. Under **Actions** you can select **Print Preview**. Then go to **File**, then **Print** in your web browser's tool bar. This will print the record.

Go to **Email** to send it to yourself or others.

Go to **Save** to save it.



AMERICAN  
PSYCHOLOGICAL  
ASSOCIATION

### PsycINFO

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Washington, DC 20002-4242  
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