

# How to document a search

## OVID

1. Do a search.
2. Go to “Citation Manager” at the bottom of the page.
3. Mark the box next to “Include Search History” under citation format before you print your search results.
4. Your search strategy will be printed on top of your search results.

**Citation Manager:** Display, Print, Save, or Email Citations

Citations	Fields	Citation Format	Action
<input checked="" type="radio"/> Selected Citations <input type="radio"/> All on this <b>page</b> <input type="radio"/> All in this set (1-13)  and/or <b>Range:</b> <input type="text"/>	<input type="radio"/> Citation (Title,Author,Source) <input checked="" type="radio"/> Citation + Abstract <input type="radio"/> Citation + Abstract + Subject Headings <input type="radio"/> Complete Reference <input type="button" value="Select Fields"/>	<input checked="" type="radio"/> Ovid <input type="radio"/> BRS/Tagged <input type="radio"/> Reprint/Medlars <input type="radio"/> Brief (Titles) Display <input type="radio"/> Direct Export  <input checked="" type="checkbox"/> Include Search History	<input type="button" value="Display"/> <input type="button" value="Print Preview"/> <input type="button" value="Email"/> <input type="button" value="Save"/> <input type="button" value="Order"/>

## PubMed

1. Do a search.
2. Click on “History” to display your search strategy.
3. Print the screen using the browser’s print function.

NCBI **PubMed** National Library of Medicine

Med Nucleotide Protein Genome Structure PopSet Taxonomy OMIM

Search PubMed for #1 AND #2 Preview Go Clear

Limits Preview/Index **History** Clipboard Details

- Search History will be lost after one hour of inactivity.
- To combine searches use # before search number, e.g., #2 AND #6.
- Search numbers may not be continuous; all searches are represented.

## Biological Abstracts

1. Do a search.
2. Click on “Save History” to send your search strategy to your e-mail address, or use your browser’s print function to print your strategy.

	Search	Results
<input type="button" value="Remove Checked"/>	<input type="checkbox"/> #3 #1 and #2	2 <a href="#">Display</a>
<input type="button" value="Re-type Checked"/>	<input type="checkbox"/> #2 ((bender-t) in AU) and (English in la)	4 <a href="#">Display</a>
<input type="button" value="Combine Checked"/>	<input type="checkbox"/> #1 myb and (English in la)	1550 <a href="#">Display</a>
Combine using:		
<input checked="" type="radio"/> and <input type="radio"/> or		
<input type="button" value="Save History"/>		
<input type="button" value="Load History"/>		

If you'd like to know more about documenting your searches on other databases, send an e-mail to [hslref@virginia.edu](mailto:hslref@virginia.edu), or call us at (434) 924-5591 for further instructions.