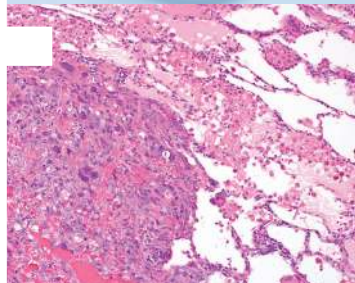


The Cochrane Library Reference Guide

Trusted evidence.
Informed decisions.
Better health.



Did you know?

Ten tips for getting the most out of the *Cochrane Library*

1. Browse on the go

The *Cochrane Library* website is responsive and will adapt to any device – desktop, tablet, or mobile – to give you the optimal reading experience.

2. Read selected content in your language

The language switcher located at the top of abstracts and plain language summaries allows you to easily toggle between different languages, where available.

3. Find related *Cochrane Clinical Answers*

Check the related content section for easy access to any *Cochrane Clinical Answers* linked to the systematic review.

4. Share a search

Send a link to another user to let them run and view results of your search. Users who receive your search can send a shared link back adding their own comments and edits, or save the search to their own Strategy Library.

5. Access the *Trials* database from the homepage

Just click the “Trials” link in the top navigation bar for quick access to CENTRAL.

6. Download figures into PowerPoint

In the enhanced article HTML format, the image viewer tool allows you to download images and figures from the article into PowerPoint.

7. See the latest *Cochrane Reviews* at a glance

Check our “highlighted reviews” section on the homepage to see a selection of the most recently published *Cochrane Reviews*.

8. Easy access to references

Using the ‘Anywhere Systematic Review’, you can navigate to reference detail without interrupting the flow of the review. Users can also link directly to references in various abstracting and indexing services, such as PubMed.

9. Get e-mail alerts for your saved searches

You can name and save your searches using our Search Manager feature. Once your searches are saved, simply tick the “alerts” box in your Strategy Library to be alerted when new articles matching your search are added to the *Cochrane Library*.

10. Additional resources at your fingertips

Click on “More Resources” in the top navigation bar for easy access to *Cochrane Journal Club*, *Cochrane Clinical Answers*, podcasts of *Cochrane Reviews*, and much more.

The *Cochrane Library* publishes high quality, independent evidence to inform healthcare decision-making.

Getting Started

It is useful to register with Wiley Online Library, as it offers a number of benefits, and allows you to save searches. To register, use the Log In/Register link or go to <http://wileyonlinelibrary.com/user-registration>

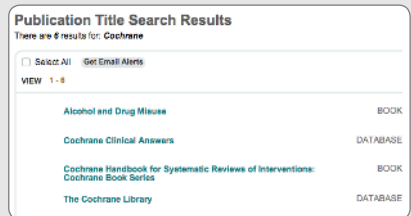
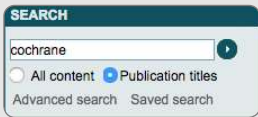
Following registration, an authentication e-mail will be sent to your e-mail address. **You must click the link in the message (within 24 hours) to validate your new login.** This will take you to the My Profile area, which includes your personal navigation bar. You are now logged onto Wiley Online Library and your name appears at the top of the screen.



Accessing the Cochrane Library

...or go [directly to www.cochranelibrary.com](http://www.cochranelibrary.com)

1. From Wiley Online Library, go to the Search box, select Publication Titles, type Cochrane and press Go
2. Click on “The Cochrane Library” from the returned results



3. You are now on the *Cochrane Library* home page.



This is the *Cochrane Library* homepage. From here you can easily navigate around the whole site.

- ◆ Browse or search across all databases
- ◆ Read the latest editorial
- ◆ View Special Collections
- ◆ Listen to new podcasts
- ◆ Access the Cochrane Journal Club

Basic Navigation

There are several options to browse and search the *Cochrane Library*.

You can browse by topic or by Cochrane Review Group from the homepage, conduct a simple search or use the Advanced Search link to search by MeSH terms or to edit and combine searches.

Type a search term directly into the box, or select advanced search to create complex searches, access saved searches or search by MeSH

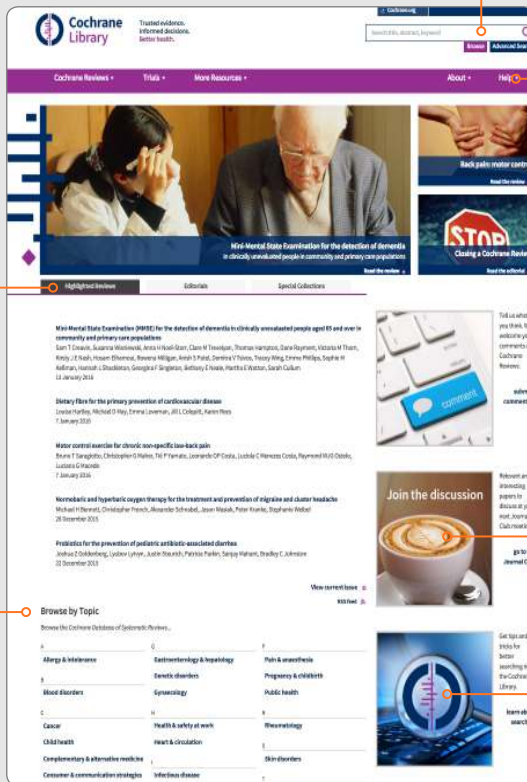
Quick links to read *Cochrane Library* editorials, highlighted reviews, or Special Collections

Scroll down on the homepage to browse by topic or Review Group

Get more information on how to use the *Cochrane Library*, including search guides

Access Cochrane Journal Club materials

Listen to a summary of Cochrane evidence via Cochrane Podcasts - also available in other languages.



The advanced browse features allow you to filter Cochrane Systematic Reviews by various criteria:

- ◆ By topic
- ◆ By date
- ◆ By the Cochrane Review Group that wrote the review
- ◆ By stage (Reviews or Protocols)
- ◆ By review type

Navigate Your Way Around a Cochrane Review

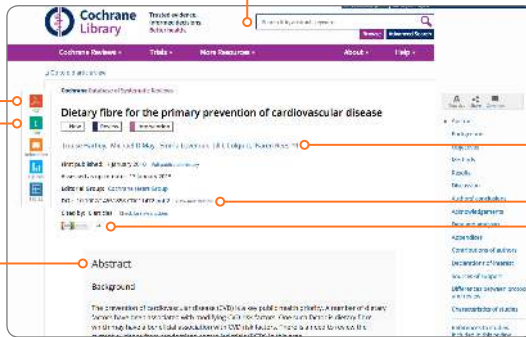
Access search (with quick links to advanced search and browse by topics) from any article in the Cochrane Library

Save or print a PDF of the full text article

Use the info icon to find additional related articles using topics and MeSH keywords

Abstract tab includes plain language summary

Use figure viewer to browse images and download into PowerPoint



Select an author name to view affiliations and correspondence information

Export citations for use with reference management software and access information for citing a specific review

Use Altmetric scores to track social media activity for a Cochrane Review including its use in selected guidelines or policy documents

Convenient menu allows quick access to specific sections of the article

Status and Review Type Buttons

All reviews have a key to help readers quickly identify their status and type:

Review	A full review, complete with results and discussion, possibly including meta-analyses to combine results across studies.
Protocol	The outline of a review in preparation, including the background, rationale and methods.
Me	Methodology: A full-text systematic review of methodological studies.
Dx	Diagnostic: A full-text systematic review of studies assessing accuracy of diagnostic tests.
Ov	Overview: An overview of multiple Cochrane intervention reviews addressing the effects of two or more potential interventions for a single condition or health problem.
New	A new protocol or review that has been published in the most recent issue.
Cc	Conclusions changed: There has been an important change to the conclusions of the review published in the most recent issue.
Ns	New search: A new search for studies has been conducted for an existing review as published in the most recent issue.

Mc	Major change: The protocol has been amended to reflect a change in scope published in the most recent issue.
Wd	Withdrawn: The review or protocol has been withdrawn, which may be because it was considered to be out of date. Reasons for withdrawal are specified in the document.
Cm	Comment: The review includes comments. Readers can submit comments, which are incorporated into the review together with answers and feedback from the review authors.
Prognosis	Prognosis: A systematic review of prognosis studies that addresses the probable course or future outcome(s) of people with a health problem.
Qualitative	Qualitative: A systematic review that synthesizes qualitative evidence to address questions on aspects other than effectiveness.

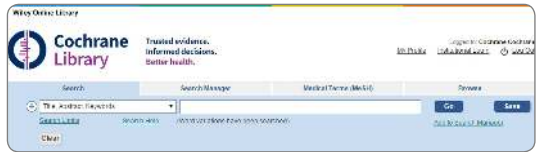
Advanced Searching



Select "Advanced Search" to access additional tools for creating complex search strategies and to search using index terms (MeSH)

From the search tab, use the menu selection to easily limit searches to fields, such as, full text, title, author, abstract or keywords.

Supports common search syntax: Boolean operators (AND, OR, NOT), proximity operators (NEAR, NEXT) and truncation (* or ?)



Use the dropdown menu to limit your search by field

Click the + sign to add up to five lines to your search



Common search terms are presented as you type

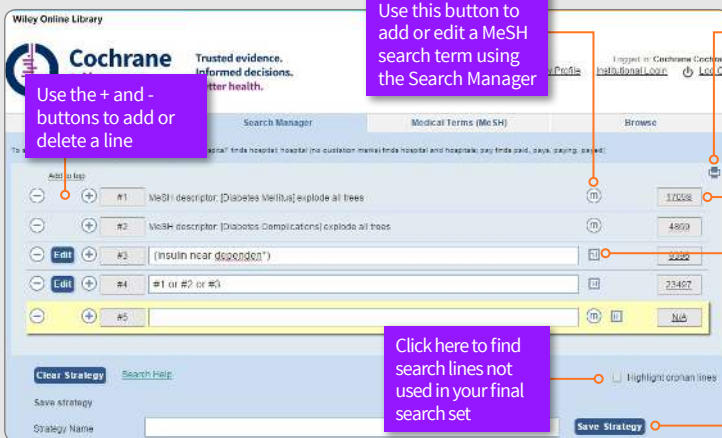
Use "Add to Search Manager" to build complex searches.

You can refine your search by selecting the databases you would like to search. Select one or more titles by clicking the boxes.



Click on "Search Limits" to restrict a search by specific database, article status, review type Cochrane Review Group or date of publication.

Search Manager



Use the + and - buttons to add or delete a line

Use this button to add or edit a MeSH search term using the Search Manager

Use this option to view a print-friendly copy of your search with hits per line

Click on the hits button to view the results for that search line

Use this button to apply search limits to a search line

Click here to find search lines not used in your final search set

Use this area for naming and saving your searches. Saved searches will appear below in a Strategy Library.

Use the search manager to create complex search strategies.

Search Results

Toggle between results listed for the different databases in the Cochrane Library

There are 25 results per page; go to more results using these links

Use the dropdown menu to sort your results by relevance, by date, or alphabetically

Click on the title to view the article

Status and review type labels are displayed in a legend with "roll over" tool tips

The number in brackets indicates the number of records that match your search in each database. From the search results click on the article title to view.

Strategy Library

The Strategy Library allows you to manage and view searches you have previously saved. You can also share a saved search with collaborators.

Name	Actions	Last saved	Alerts
1 Diabetes Mellitus (revised)	[Add] [Share] [Print] [Export]	23/11/2015 21:52	<input type="checkbox"/>
2 Child Filter	[Add] [Share] [Print] [Export]	23/11/2015 21:51	<input type="checkbox"/>
3 Diabetes complications	[Add] [Share] [Print] [Export]	23/11/2015 21:50	<input type="checkbox"/>
4 Diabetes	[Add] [Share] [Print] [Export]	15/06/2015 19:57	<input type="checkbox"/>
5 #1 AND #2	[Add] [Share] [Print] [Export]	15/06/2015 19:57	<input type="checkbox"/>

Click the column headings to sort your search by name or date saved

Check this box to receive an e-mail when new articles are retrieved by your search strategy

Load a saved search

Export to print or view a copy of your search without line counts

Add a saved search onto the end of your current search.

Share your saved search via an e-mail link

MeSH Searching

To reach the MeSH search page simply click on the appropriate tab.

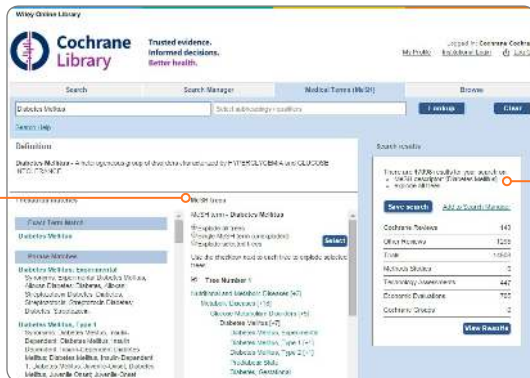
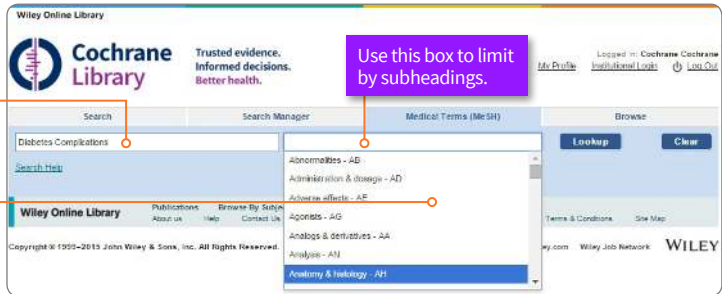
Enter your search term here. Auto-complete presents common search terms as you type.

When a MeSH term is selected, valid qualifiers for that term appear as options in the dropdown menu.

Search in all trees or specific trees with or without term explosion.

Use this box to limit by subheadings.

Use this area to add a MeSH search to Search Manager, view your results, or save an individual MeSH search.



MeSH is the U.S. National Library of Medicine's controlled vocabulary used for indexing articles for MEDLINE and PubMed. MeSH terminology provides a consistent way to retrieve information that may use different terminology for the same concepts (see <http://www.ncbi.nlm.nih.gov/pubmed/>).

Keywords drawn from the MeSH Thesaurus, published by National Library of Medicine, have been attached to many, but not all of the records in the *Cochrane Library*.

What Sources in the *Cochrane Library* have MeSH Indexing

Cochrane Reviews	Fully indexed. NEW reviews are indexed within 6 months of being published.
Cochrane Protocols	No MeSH Indexing
Trials	Medline articles: Fully Indexed EMBASE and Handsearch: No MeSH indexing
Other Reviews	Fully Indexed
Technology Assessments	Fully Indexed
Economic Evaluations	Fully Indexed

Search Syntax

How to search for	Example	Use
Automatic stemming and Term Variations	clear tumor mouse run	The search system performs automatic stemming of the term(s) by searching all common variants of a term based on its part of speech, eliminating the need for users to manually type these common variants. Semantic variants: clear finds clear, clears, cleared, clearing, clearer, clearest Common British vs. American spelling variants: tumor also finds tumour Non-standard plural variants: mouse also finds mice Common irregular verbs: run also finds ran, runs, running Automatic stemming can be shut off by putting the term in quotes and selecting “without word variations searched” in search limits
Single term	Cloning	Searches for specific term in article or selected fields
Multiple words	diabetes mellitus	If no quotes are used, search will “AND” terms and find articles or selected fields with both terms.
Phrase Searching	“diabetes mellitus” hearing NEXT aid*	Use double quotation marks to find exact phrases. This search finds “diabetes mellitus” in the article or selected fields.
Wildcard (or truncation) Word root must be at least 3 characters.	transplant*	Use an asterisk (*) to match all terms beginning with a word root. transplant* finds transplant, transplants, transplanting, transplantation, and transplantable.
	glycemia	Use an asterisk () at the beginning of a word to match terms with the same suffix. *glycemia matches <i>hyperglycemia</i> or <i>hypoglycemia</i> .
	leuk*mia	Use an asterisk to match multiple characters within a word. leuk*mia finds leukemia and leukaemia
	wom?n	Use a question mark (?) to match a single character within a word. wom?n finds women or woman
	system?	Use a question mark to match all terms beginning with the word root and one (or no) additional character. System? Matches system and systems but not systematic or systemic.
Searching with Field Labels	“lung cancer”:ti (hearing next aid*):kw smith:au (cancer near lung):ti,ab,kw	On Search Manager Tab, limit to specific fields using the following field labels: :ti (Title) :ab (Abstract) :kw (Keywords) :au (Author) :so (Source) :pt (Publication Type) :tb (Tables) :doi (Digital Object Identifier - DOI) :an (accession number) If NO field label is used, “All text” will be searched. To search multiple fields, separate field labels using commas (:ti,ab,kw)
Logical operators in phrases	“Food and Drug Administration”	To find phrases which contain a logical operators (and,or, not)

Support for Logical (Boolean) Operators

The following operators can be used via the pull-down boxes in the search tab, or typed directly into the search boxes in either the search or Search Manager tabs.

Operator	Example	Use
AND	leg AND ulcer	Both terms MUST appear in the article or selected field(s).
OR	heart OR cardiac	At least one of the terms must appear in the article or selected field(s)
NOT	aids NOT hearing	The first word must appear but the second word cannot appear in the article or selected field(s)
ORDER OF PRECEDENCE	kidney OR renal AND dialysis	If your search contains more than one logical operators, the system will execute the search in the following order: All NOT operations first, all AND operations second, All OR operations last. For better precision, use parentheses
Grouping (or parentheses)	(kidney OR renal) AND dialysis	Default precedence order can be changed by using parentheses () to explicitly group searches using logical operators.
Combining Searches	#1 or #2 or #3 (#1 or #2) AND #3 {AND #1-#4} {OR #1-4,#7,#9}	Combine results from multiple search lines into a combined result set. Supports Boolean (AND, OR, NOT) and nesting. Precedence rules are applied if not explicitly given through parentheses. Searches can also be combined using a range of lines, {AND #1-#4}. Range searching can be used with "AND" or "OR" operators and must be enclosed in { }.
Proximity	NEAR cancer NEAR lung	Terms can appear in either order. Finds "lung cancer" AND "cancer of the lung" NEAR automatically defaults to near/6 (within 6 words).
	NEAR/x cancer NEAR/2 lung	Terms can appear in either order. User can decide number of terms using the NEAR/x command where x = the maximum number of words between search terms.
	NEXT lung NEXT cancer hearing NEXT aid*	Terms must appear in order keyed and assumes terms are next to each other. <i>lung next cancer finds lung cancer but not cancer of the lung</i> Does not support the /x parameter. Supports the use of wildcards.

Entering a MeSH search directly in Search Manager

Users familiar with MeSH headings can directly enter a MeSH term(s) using the Search Manager Tab. The syntax supports the searching of one or more MeSH terms, turning on and off term explosion, applying a subheading, and searching using a Major concept(s) only.

MeSH Search	Syntax	Notes
BASIC EXAMPLE Specify a MeSH heading	[mh cholesteatoma] [mh "diabetes mellitus"]	If searching phrase, put term in quotes.
EXPLODE A TERM Specifying that all trees for MeSH heading should be exploded	[mh cholesteatoma]	Term explosion occurs by default
SEARCH A TERM WITHOUT EXPLOSION Specifying trees for MeSH heading should not be exploded	[mh ^cholesteatoma]	Use ^ in front of the term to turn off term explosion
LIMIT BY QUALIFIERS (with term explosion) Specifying a MeSH heading with one or more qualifiers (with explosion)	[mh "cholesteatoma, middle ear"/ BL,CO]	Use / and the 2 letter qualifier abbreviation to limit by one or more qualifiers. This example limits term to qualifiers BL (Blood) or CO (Complications)
LIMIT BY QUALIFIERS (without term explosion) Specifying a MeSH heading with one or more qualifiers (without explosion)	[mh ^"cholesteatoma, middle ear"/ BL,CO]	Use / and the 2 letter qualifier abbreviation to limit by one or more qualifiers. Qualifiers must be keyed in upper case. This example limits term to qualifiers BL (Blood) or CO (Complications)
SPECIFYING A QUALIFIER ONLY Search for any articles using a specific qualifier	[mh /DT]	If qualifiers are specified without a MeSH term, this will find all articles where this qualifier appears. This example finds all articles indexed with a qualifier DT (Drug Therapy)
LIMIT BY MAJOR CONCEPT Specifying a MeSH heading as a major topic of an article	[mh human[mj]/ GE,GD]	[mj] is used to limit your search to "Major concepts" only

In Summary:

- ◆ [mh is used to indicate search term/string contains a MeSH heading
- ◆ Phrases MUST BE placed in double quotation marks e.g. [mh "cholesteatoma, middle ear"]
- ◆ ^ can be placed before the MeSH heading to turn explosion OFF

How to order the *Cochrane Library*


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Contact your Account Manager for more details on this subscription option or e-mail: cs-cochrane@wiley.com

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