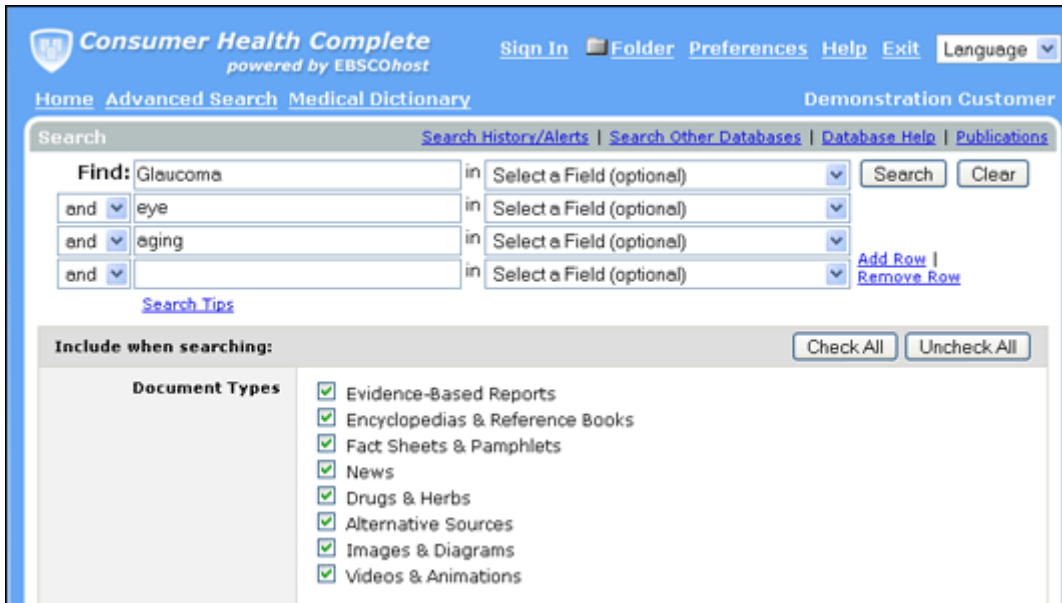


Creating an Advanced Search

- In the first **Find** field, enter your search terms.
Choose the search field from the **Select a Field** drop-down list. (For example, select the Title field.)
- Repeat steps 1 and 2 for the second set of **Find** fields.
- Select a Boolean operator (AND, OR, NOT) to combine the two **Find** field entries. If you need additional rows, click the **Add row** link. Up to 12 rows can be displayed. To delete a row, click the **Remove row** link.
- You can enter another Boolean operator, keyword, and search field in the third set of **Find** fields.
- Select the “document types” that you want. If you want to find results for all document types (*Encyclopedias, News, etc.*), be sure they are all checked. If you want only specific document types (for example, only *Alternative Sources*), uncheck the types that you don't want.



The screenshot shows the 'Consumer Health Complete' search interface. At the top, there are navigation links: Home, Advanced Search, Medical Dictionary, and Demonstration Customer. The search area includes a 'Search' button and a 'Clear' button. The search criteria are as follows:

Operator	Term	Field Selection
	Glaucoma	Select a Field (optional)
and	eye	Select a Field (optional)
and	aging	Select a Field (optional)
and		Select a Field (optional)

Below the search criteria, there is a 'Document Types' section with a 'Check All' and 'Uncheck All' button. The document types listed are:

- Evidence-Based Reports
- Encyclopedias & Reference Books
- Fact Sheets & Pamphlets
- News
- Drugs & Herbs
- Alternative Sources
- Images & Diagrams
- Videos & Animations

- Use **Limiters** to narrow your search. For example,
 - Full Text – limits search results to full text articles.
 - Publication – limits search results to articles from a specific title.
 - Cover Story – limits search results to articles that are the cover story of publication.

Use **Expanders** to broaden your search:

- Apply additional terms to the query – expands search results by including synonyms and plurals of search terms.
- Also search within the full text of the articles – expands search results by finding your term(s) within the full text of the articles.
- Automatically “And” search terms – expands results by applying the **AND** operator between terms, e.g., typing **space shuttle** would give results for **space** and **shuttle**.



Advanced Search Help Sheet

Guided Style Search

- Click **Search**. A Result List is displayed. To view a specific source type (e.g., only *Health Reports*), click the source-type tab.

The screenshot shows the Consumer Health Complete Advanced Search interface. The search results are displayed in a table with three columns: a sidebar for refining results by subject, a list of search results, and an 'Add' column. The search terms are 'Glaucoma AND eye AND aging AND Automatically AND search terms'. The results are sorted by Relevance. The first result is 'GLAUCOMA' from the Encyclopedia of Natural Healing, 2005. The second result is 'Glaucoma, Aging Eye' from 1/1/2002. The third result is 'Improving Vision to Prevent Falls in Frail Older People: A Randomized Trial' from the Journal of the American Geriatrics Society, Feb 2007.

Narrow Results by Subject	Search Results	Action
EYE -- Diseases	1. GLAUCOMA , Encyclopedia of Natural Healing, 2005, p221-221, 1/3p; (AN 18921532) HTML Full Text	Add
GLAUCOMA	2. Glaucoma, Aging Eye , 1/1/2002, p18, 7p, 3 diagrams; (AN 6837123) PDF Full Text (1.4MB)	Add
OLDER people	3. Improving Vision to Prevent Falls in Frail Older People: A Randomized Trial . By: Cumming, Robert G.; Ivers, Rebecca; Clemson, Lindy; Cullen, John; Hayes, Maggie F.; Tanzer, Michael; Mitchell, Paul. Journal of the American Geriatrics Society, Feb2007, Vol. 55 Issue 2, p175-181, 7p, 3 charts, 2 graphs; DOI: 10.1111/j.1532-5415.2007.01046.x; (AN 23827665)	Add

- If you click the **Refine Search** link, you are returned to Advanced Search with search terms, limiters and expanders remembered.
- If you click the **Advanced Search** link, you are returned to Advanced Search with search terms, limiters and expanders cleared.

Viewing Search Results

- The **article title** link takes you to the citation information and/or the full text.
- The **HTML Full Text** link takes you directly to the full text of the article.
- The **PDF Full Text** link takes you to a PDF version of the full text. The PDF will open in the Adobe ® Reader®.
- Clicking the **Folder** icon to the right of a result saves it to the Folder.
- When a **Find More Like This** appears, click to perform a search for articles with similar subject headings. A new Result List will display.

Printing/E-mailing/Saving Search Results

- Click the **Print**, **E-mail**, or **Save** icon. Follow the directions to print, e-mail, or save your results.
- You can print, e-mail or save several results at the same time by saving them to the Folder, and then printing, e-mailing or saving all at once.
- To save your results for future use, click the **Sign In** link and set up a personal account. Once you sign in, your results are saved to the Folder, and can be retrieved at any time.