Health & Wellness Resource Center

Finding the Article:

1. Go to the Library Homepage, which can be found at http://www.css.edu/library.xml

2. Click on the Find Articles link.

3. Scroll through the list to Health Wellness Resource Center, or click on the “H” to get to the databases beginning with the letter “H”.

4. Click on the Health Sciences link found on the left side of the screen.
5. Click on Health & Wellness Reference Center.

6. **Main Search Screen** — defaults to a **basic keyword search**. Use when looking for single concept or topic.
   - Type your topic in the *Search For* box.
   - Click *Search*.

7. **Advanced Search** – Click the blue *Advanced Search* link.
8. **Advanced Search** – used for complex research topics or for searching multiple concepts at one time. This feature allows you to search by Author, Source, Title, etc. To use:

- Type keywords into boxes.
- Click on dropdown arrow at the end of the **Keyword** box to search title, author, subject, journal title, etc.
- To string your terms together, click on the dropdown arrow at the end of the **AND** box. Choose AND, OR, NOT to broaden or narrow your search.
  - **AND** – narrows searches by combining terms. Citations must have all your terms to be included in results list. Ex. Critical Care AND Pediatrics AND Nursing
  - **OR** – broadens searches by searching for all terms separately. Citations will have either term. Ex. Infants OR Babies
  - **NOT** – narrows searches by excluding a portion of a large topic. Citations will have the first term but NOT the second term. Ex. Dogs NOT Poodles, Arthritis NOT Rheumatoid
- Click **Search**.
9. **Subject Terms** – tries to match your keywords to subject headings used in the database.
   - Type your keyword into the **Basic Search For** box. Click **Search**.
     - To determine Subject Headings, see terms under **Related Searches** on far left side of screen. (Neonatal Intensive Care is a subject heading.)
   - Narrow to specific aspects (subdivisions) by clicking on **Narrow** below the term. (ex. case studies, drug therapy, models, etc).
   - Then, click on the specific aspect or subdivision to bring up articles. They are found on the far left side of the screen.
10. **Limit Searches** – allows you to limit your searches.

- **Basic Search Screen** – limits include:
  - **Full-text** – check box before *to full text articles*
  - **Refereed Publications** – check box before *to refereed publications*
  - **Date** – select a date by clicking on dropdown arrow. You need to select at least the year.

- **Advanced Search Screen** - located below the search boxes. It includes the same limits as the Basic Search Screen and also includes:
  - **Consumer Health** – check box before choice
  - **Search History** – allows you to re-run a previous search.
11. **Results Screen** – you will see a list of citations.

- **Type of Results** – Click on the green tabs to display different types of information.
  (ex. Reference, Magazines & Journals, Pamphlets, etc)
  
  - Not every search will have all options available. Writing will be black within tab, if information is available.

- **Title of Article** – Links to the citation and abstract of the article. Also, will link to full-text if available.

- **Determining Full-text Availability** – look for paper icon at the end of the citation.

- **Image Availability** – images are available in the article if you see the camera icon at the end of the citation.

12. **View Mark List** – allows you to mark articles that are useful to you, which will allow you to create a custom-made list of your favorite articles for a particular search.

  - From the Results Screen, click on the box before the article you like.
• **OR**, from the Article, click on the box before *Mark this document*, which is located on the left side of the screen below the *Print* and *Email* options.

• Click on *View Mark List* to add your articles to the list. **NOTE:** You **must** click the *View Mark List* button before you go to another page or your marked articles will be lost!

13. **Print or Email** – You may Print or Email articles or abstracts by clicking on the *Print* or *Email* citation within the article record. These icons are located on the left side of the screen under the *Search For* box.