BECOME INFOWISE

Learning Services

Contents   Page

Aims and Objectives

To provide students with the skills to:

- ❑ Identify information need, locate, analyse and present information ethically.
- ❑ Identify key information resources in the field of Health
- ❑ Construct strategies for finding information using electronic resources.
- ❑ Perform effective information retrieval searches using online databases, electronic journals and electronic books.
- ❑ Evaluate the amount and relevance of the information retrieved.
- ❑ Manage information retrieved.

    .

Section 1

Literature Searching Strategies

An information literate person knows when and why they need information, where to find it, and how to evaluate, use and communicate it in an ethical manner (CILIP, 2004).

This set of skills and behaviours can be applied to any situation throughout life.

How can this be applied to my research at university?

- **A need for information** – what is my research question?
- **The resources available** – what resources are best suited to my enquiry?
- **How to find information** – how will I formulate my research strategy?
- **The need to evaluate search results** – how do I critically analyse the information retrieved?
- **How to focus and refine searches** – how can I find the most useful results?
- **Ethics and responsibility of use** – how do I avoid plagiarism?
- **How to communicate or share your findings** – how should I present my findings?
- **How to manage your findings** – how can I store and retrieve my results?

Information literacy skills are required to effectively perform 'evidence-based health care' by locating reliable evidence to inform clinical decision making. These skills will assist you in life-long learning and enhance your employability skills.

Edge Hill has a large collection of print and electronic resources to support your studies and it is important to know how to find these resources and how to search them effectively to find relevant, authoritative and up-to-date information.

Books, journals, e–journals, e-books, reports, reviews or guidelines can be located within a subscription database, on a website or on the library shelves.

Resources are located via the Library catalogue http://library.edgehill.ac.uk/

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In addition, a list of resources, support and guides can be found on Learning Edge (Blackboard). Next to your learning Edge home tab click on **'My Library'**

Subject Resources pages are available for all university subjects via the Learning Services webpages: www.edgehill.ac.uk/ls/

Feel free to explore other subject links for access to information that may be relevant to your research.

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A Need for Information.

Your assignments require you to use high quality information that is relevant and up to date. To find and use high quality information you need to develop good information skills by following these 3 steps:

1. Define your topic and plan your search
2. Locate information
3. Evaluate the information

Where do I start?

1. Write the question down.
2. In your own words describe what the assignment is about.
3. What are the main topics or themes?
4. What are the keywords? (Main concepts or themes that you use to search for books, journal articles or websites on a specific topic).
5. Consider alternative terms that describe your main themes or concepts. (e.g. drug use & substance misuse) or e.g. (old, older, aged, elder & geriatric)
6. Do information resources need to be very up to date e.g. the last 5 years only?
7. Do they have to be UK based only?

Consider information sources you have available to you:

- Colleagues
- Tutors
- Subject Librarians
- Library Catalogue
- Library Subject Pages

Libraries at NHS Placement Sites –

Students who attend placements at NHS sites will be able to access on-site NHS libraries. These libraries contain materials for NHS staff and access to resources via the NHS website www.evidence.nhs.uk.

You have 24/7 access anywhere to electronic resources online via NHS Evidence and will be required to use an Athens account login.

Please contact Aintree Hospital Library help desk for help with your Athens account login. 0151 529 5851

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Creating a Search Strategy:

Finding the right information in the most efficient manner is key to successfully practicing evidence-based decision making.

Knowing what key components to use in your **search strategy** will help you develop that efficiency.

How do I find Information using the <u>PICO</u> model?

This model works best for Therapy/Treatment & Diagnosis questions.

The key components of a clinical question of interest are:

- **P**atient / **P**opulation / **P**roblem (among_____)
- **I**ntervention / Exposure (does_____)
- **C**omparison (versus_____)
- **O**utcome (affect_____)

P = Patient/Population of Interest

- Who are the patients of interest?
- Is there a particular age group, gender or population?
- What is the health concern?
- Example: *For persons entering a health care facility*……

I = Intervention or Exposure

- What therapeutic, diagnostic, preventive or other health care interventions are you interested in knowing more about?
- What health care management strategies are you interested in comparing?
- Example: For persons entering a health care facility, *is hand rubbing with a waterless, alcohol based solution*….

C = Comparison of Interest

- Is there a comparison to be evaluated against the intervention?
- Only used if more than one intervention or if no intervention is a factor.
- Example: For persons entering a health care facility, is hand rubbing with a waterless, alcohol based solution, *as effective as standard hand washing with antiseptic soap…*

O = Outcome of Interest

- What is the desired outcome to be evaluated?

- How will the patient or population be affected, or not affected, by the intervention?

- Example: For persons entering a health care facility, is hand rubbing with a waterless, alcohol based solution, as effective as standard hand washing with antiseptic soap *for reducing hand contamination?*

Remember:

1. List main topics & alternative terms from your PICO question that can be used for your search (key terms).

2. List your inclusion criteria (limits): age, gender, ethnicity, language, year of publication.

3. List irrelevant terms that you may want to exclude from your search.

4. List where you plan to search, i.e. CINAHL Complete, Cochrane Library, Medline, other databases.

5. What kind of evidence do you want? RCTs? Review articles? Case studies?

Note: The PICO model works best for Therapy/Treatment & Diagnosis questions.

In other cases, identify the individual keywords or concepts that define your search or question and combine your terms.

Example: The effects of fasting and glucose levels in children undergoing surgery*?*

Key Concepts	1. Surgery	AND	2. Children	AND	3. Glucose levels	AND	4. Fasting
Keywords	pre-operative		child*		Diabet*		diet
	OR		**OR**		**OR**		**OR**
	post-operative		pediatric		"blood glucose"		"food consumption"
	OR		**OR**		**OR**		**OR**
	operation		paediatric		"blood sugar levels"		nutrition

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Your search query may not fit into the PICO framework.

For example; you may be looking at the extent and impact of parental mental health on families.

The starting point for your research will be to look at your question and break it down into key concepts.

For example you may be researching: **The extent and impact of parental mental health problems on children.**

The main concepts would be **parent, "mental health"** and **children**.

For each concept you will need to think about which keywords could be used to search for information. Brainstorm for synonyms, alternative terminology and spellings for each of your ideas or concepts. Use your background reading from key texts to assist with this.
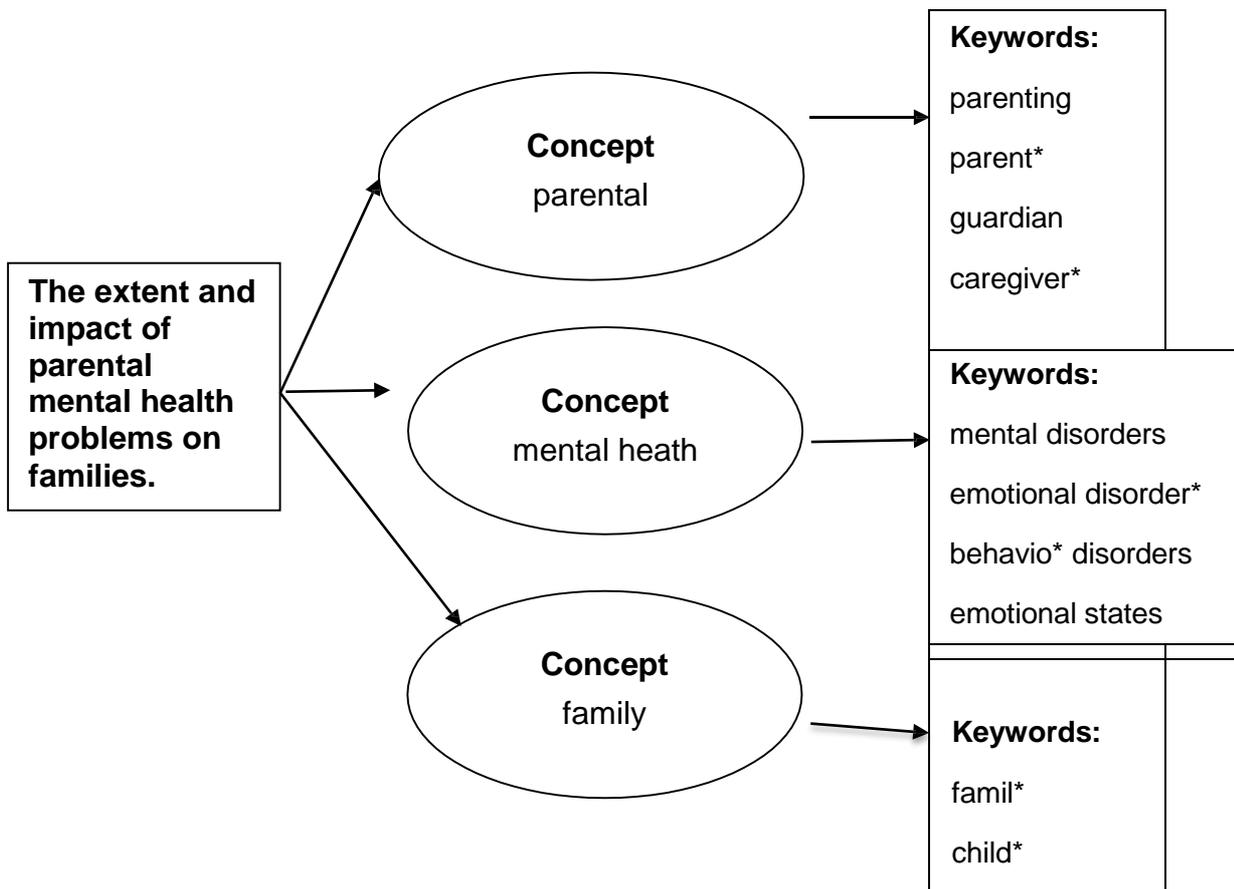
Boolean Operators

Words such as **AND**, **OR** and **NOT**, used to combine search terms or keywords, either broaden or narrow the retrieval results of a search.

Keywords can be combined to create a number of different search strategies which can be typed into a database to find journal articles, for example:

surgery **and** fasting **and** child*

"glucose levels" **and** "pediatric surgery" or "paediatric surgery"

diet **or** nutrition and "blood glucose levels" and child* and surgery

---

SEARCH TIPS

Truncation:

* This symbol will find any ending of a word

 e.g. child* will find child, childhood, children etc.

Wildcard Characters:

? This symbol is used to replace any single character,

? This symbol cannot be used to begin a word**.**

e.g. wom?n will find woma**n** and wome**n**

Phrase Searching:

"quotation marks" placed around two words or more will ensure they appear together in search results. **e.g "**risk assessment**"** retrieves more focused search results.

NOT FINDING WHAT YOU NEED?

- If your search strategy isn't finding any useful information, stop to question whether your strategy is effective.
- Could you be using the wrong keywords? Review relevant literature, database thesaurus, subject dictionary or key texts.
- Is the subject too specific for anything to have been written about it?

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Section 2

Critical Appraisal

Appraising Research

Research is one form of evidence to support clinical decision making. Experience and professional judgement are other important forms of evidence.

The best way to find high quality research information is to carry out a literature search on one or more journal databases and to download, copy or request relevant current publications.

Once you have the papers or journal articles you should consider a number of things before using the results. This applies even if the publications are from peer reviewed journals.

- How appropriate was the research study to the clinical question? (rationale for the research)

- Was the research study executed appropriately? (research design, sample, data collection, analysis and ethical issues)

Assessing the strengths and weaknesses of research articles is required to determine the validity, reliability and applicability of the research to clinical practice.

Refer to the Evidence Based Research tab on your subject pages for further help with appraising research.

http://www.edgehill.ac.uk/ls/subject/health/evidence-based-research/

Health, Nursing and Social Care

| What's new | Journals & Databases | Newspapers | Useful Websites | Referencing |

| Librarian Recommends | Evidence based research |

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Critical appraisal of a journal article:

A number of check-lists are available to assist you with the critical appraisal of a journal article describing a piece of research.

The questions vary for different types of research studies but all boil down to four main issues:

- What is this paper about?

- Do I trust it?

- What did they find?

- Is it relevant to me?

Critical appraisal check-lists are available from:

CASP (Critical Appraisal Skills Programme)

http://www.casp-uk.net/

CEBM (Centre for Evidence-Based Medicine)

http://www.cebm.net/critical-appraisal/

How to read a paper (BMJ series)

http://www.bmj.com/about-bmj/resources-readers/publications/how-read-paper

BestBETs

http://www.bestbets.org/links/BET-CA-worksheets.php

Recommended Resource:

How to read a paper: the basics of evidence-based medicine

by Trisha Greenhalgh

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Appraising Websites

The internet provides a vast amount of information, which may be of value for your studies. In theory anyone can publish anything on the internet so there are important issues about the quality of the material published.

Visit the useful websites tab on your subject pages for websites that have been chosen for your research.

Health, Nursing and Social Care

What's new | Journals & Databases | Newspapers | Useful Websites | Referencing

Librarian Recommends | Evidence based research

Whenever you are searching the internet take time to evaluate any results.

Remember to use the following criteria (otherwise known as the CRAAP test*):

Currency: *The timeliness of the information.*

- When was the information published or posted?
- Has the information been revised or updated?
- Does your topic require current information, or will older sources work as well?
- Are the links functional?

Relevance: *The importance of the information for your needs.*

- Does the information relate to your topic or answer your question?
- Who is the intended audience?
- Is the information at an appropriate level (i.e. not too elementary or advanced for your needs)?
- Have you looked at a variety of sources before determining this is one you will use?
- Would you be comfortable citing this source in your research paper?

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Authority: *The source of the information.*

- Who is the author/publisher/source/sponsor?
- What are the author's credentials or organizational affiliations?
- Is the author qualified to write on the topic?
- Is there contact information, such as a publisher or email address?
- Does the URL reveal anything about the author or source?
- Examples: .**com .edu .gov .org .net**

Accuracy: *The reliability, truthfulness and correctness of the content.*

- Where does the information come from?
- Is the information supported by evidence?
- Has the information been reviewed or refereed?
- Can you verify any of the information in another source or from personal knowledge?
- Does the language or tone seem unbiased and free of emotion?
- Are there spelling, grammar or typographical errors?

Purpose: *The reason the information exists.*

- What is the purpose of the information? Is it to inform, teach, sell, entertain or persuade?
- Do the authors/sponsors make their intentions or purposes clear?
- Is the information fact, opinion or propaganda?
- Does the point of view appear objective and impartial?
- Are there political, ideological, cultural, religious, institutional or personal biases?

*Modified version of CRAAP Test created by Meriam Library at California State University, Chico.

How do I use the Internet more effectively for Academic Research?

Virtual Training Suite – **http://www.vtstutorials.co.uk/**

Online tutorials for university subjects including: health and social care.

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Section 3

Finding Journal Articles

Why use journal articles?

Journals can be valuable sources of information because they:

- ✓ Keep you very up-to-date with current ideas and practices.
- ✓ Report on original research and experimentation.
- ✓ Contain articles written by scholars in the field.
- ✓ Can be extremely specialized.
- ✓ Supplement and up-date information from recommended reading lists.

New issues of journals are published regularly – weekly, monthly or quarterly.

Locating a hard copy journal title:

You can access journal articles in a number of ways. It may be that Learning Services have a print subscription, in which case you need to search on the library catalogue, to see if we have the particular title, volume and issue you require, and then locate the printed copy of the journal on the shelves.

Type the name of the journal in the search box.

New Search   Ask us   Add a book   A-Z Journal List   Reading Lists   Discover More   Help   My Account 🔒 My Saved Lists

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| Helpful Information |
| Using the Library |
| Library Opening Hours |

Search for books and eBooks   🔍

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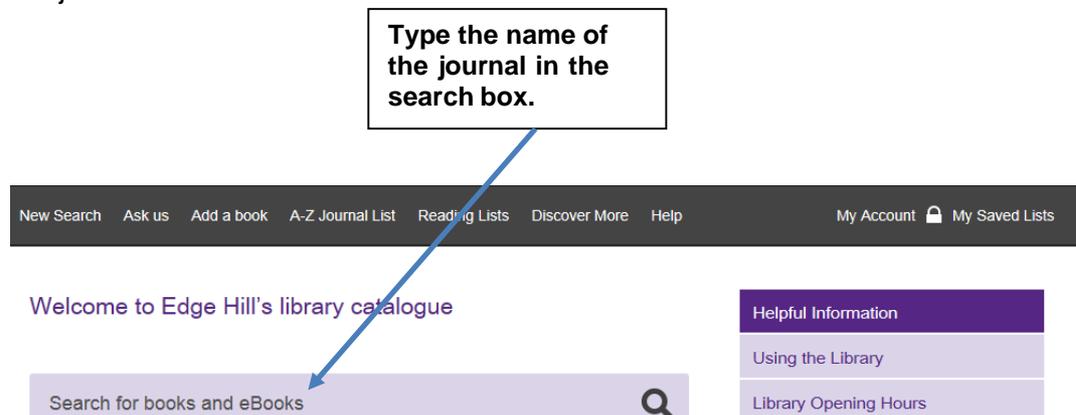
Locating an electronic journal title:

It is very likely that the library has an electronic subscription to the journal you are after.

Use the A-Z eResources link on the library catalogue homepage.
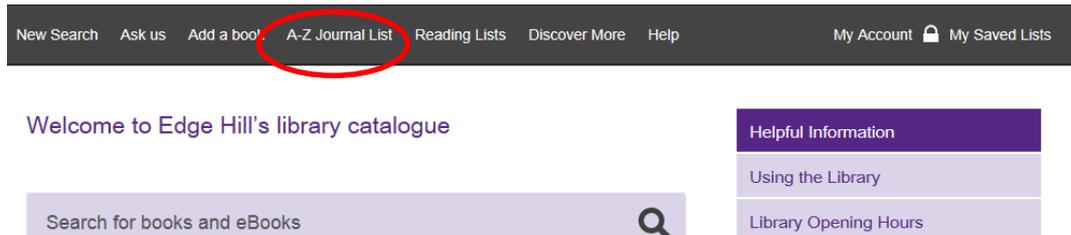
New Search   Ask us   Add a book   A-Z Journal List   Reading Lists   Discover More   Help   My Account   🔒 My Saved Lists

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Using the Library

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Type your journal title here.
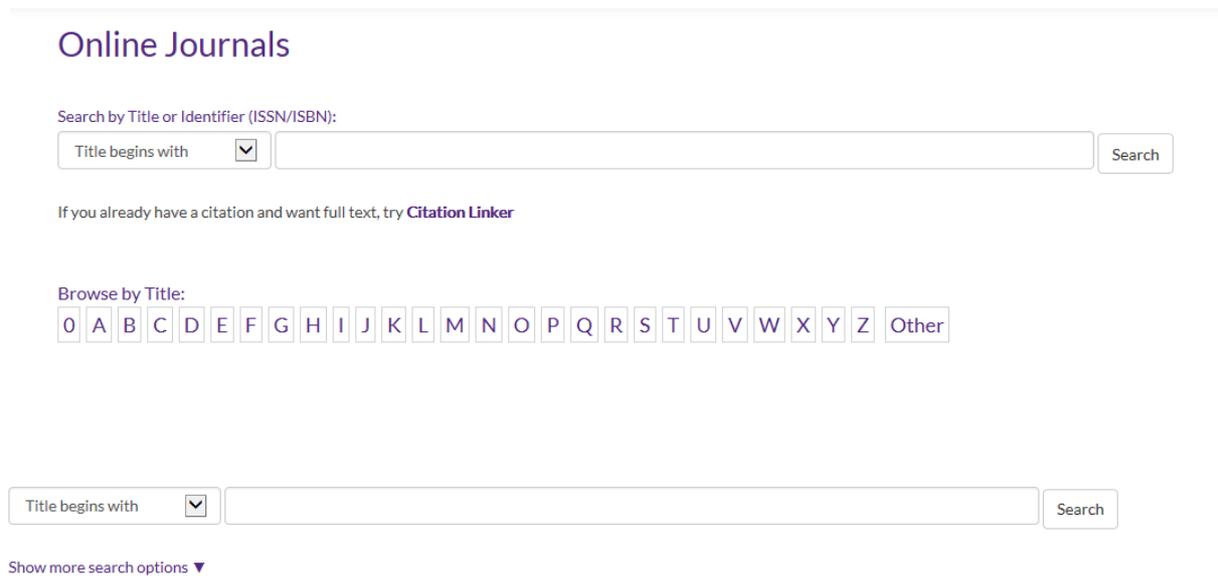
Online Journals

Search by Title or Identifier (ISSN/ISBN):

Title begins with ▼   [   ]   Search

If you already have a citation and want full text, try **Citation Linker**

Browse by Title:

0 A B C D E F G H I J K L M N O P Q R S T U V W X Y Z Other

Title begins with ▼   [   ]   Search

Show more search options ▼

Showing results 1 to 1 of 1

for the search: Title begins with "british journal of nursing"

Note Alternative titles may have matched your search terms.

British journal of nursing (Mark Allen Publishing)

ISSN: 0966-0461

Peer
Reviewed

Full text available from:

23.04.1992 to Present in CINAHL Complete

28.01.1999 to 23.06.2005 in Health Research Premium Collection

Nursing & Allied Health Database

Search inside this journal   Search

Click on the database to access the journal

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If the library has neither a print or electronic subscription to the journal you require, it may be possible for us to obtain the article through inter library loan.

www.edgehill.ac.uk/ls/library/inter-library-loans/

Searching an Online Subscription Database for journal articles and more…

Searching Cinahl Complete (Cumulative Index of Nursing and Allied Health Literature)

- Go to the Library Catalogue and search for **Cinahl Complete**
- **Click on the title** in the results page

- Then click on access:.
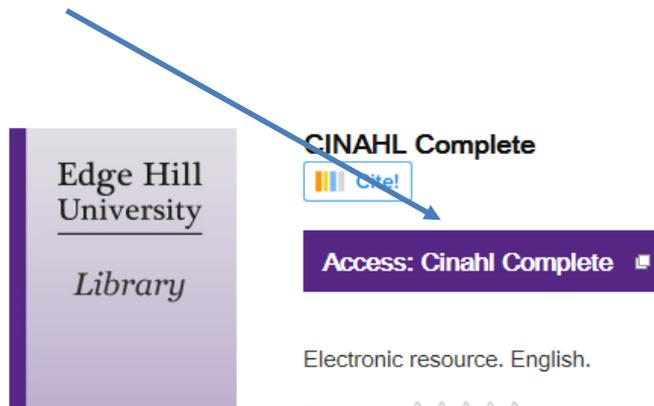
Try searching on one of the research strategies we developed earlier:

surgery **AND** fasting **AND** child*

"glucose levels**"** **AND** pediatric **AND** surgery

Searching: CINAHL Complete | Choose Databases
☐ Suggest Subject Terms

EBSCOhost

Enter any words to find books, journals and more   Search ?

Search Options ▶   Basic Search   Advanced Search   Search History

How to focus and refine your search.

On the left hand side of the page are a number of options to filter the results which will assist in locating information that is relevant and current. Information can then be evaluated for suitability to the research question and then analysed and worked with to produce new knowledge and understanding.

Try limiting your results to a particular date range using the 'Publication Date' filter.

1997   Publication Date   2015

Click and drag the moveable slider to specify the date range you want to search across.

Or type in dates.

Become InfoWise: Health
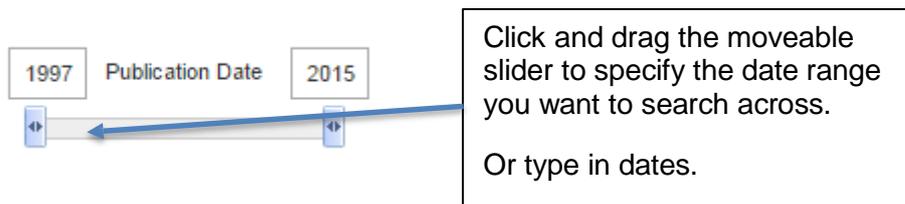
Limit To ⌄

☐ Full Text

☐ References Available

☐ Scholarly (Peer Reviewed) Journals

| 1997 | Publication Date | 2015 |

Show More

Source Types ⌄

☑ All Results

☐ Academic Journals (483)

☐ Magazines (25)

☐ Reviews (10)

Show More

Subject: Thesaurus Term ›

Subject ›

Publication ›

Company ›

Language ›

Geography ›

NAICS/Industry ›

Make a selection on the left hand menu to refine or limit your results.

You can select only Full Text results

Or

Peer Reviewed articles only.

A peer-reviewed journal will not publish articles that fail to meet the standards established for a given discipline.

Peer reviewed journals are usually published or sponsored by a professional scholarly society, professional association, or university academic department.

Click on the arrow to select Subject: Thesaurus Terms or Subject terms to refine your search results.

Do you require UK results only?

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Accessing ProQuest Nursing Journals

Now that you have successfully performed a search strategy on one database you can easily transfer it to other sources. You have searched CINAHL and kept a record of any relevant results. What you will do now is search Proquest Nursing Journals using the same search strategy, but you may want to visit Web of Science as well.

- Using the **Library Catalogue**

- Search for **proquest nursing journals**

Searching Proquest Nursing Journals:

- Click on the tab at the top **Advanced search**
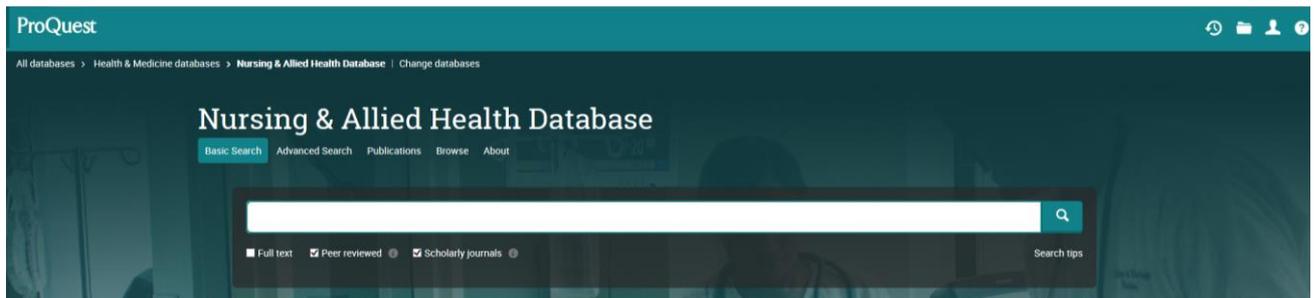
You will then be presented with a search box with 3 areas for combining your search terms.

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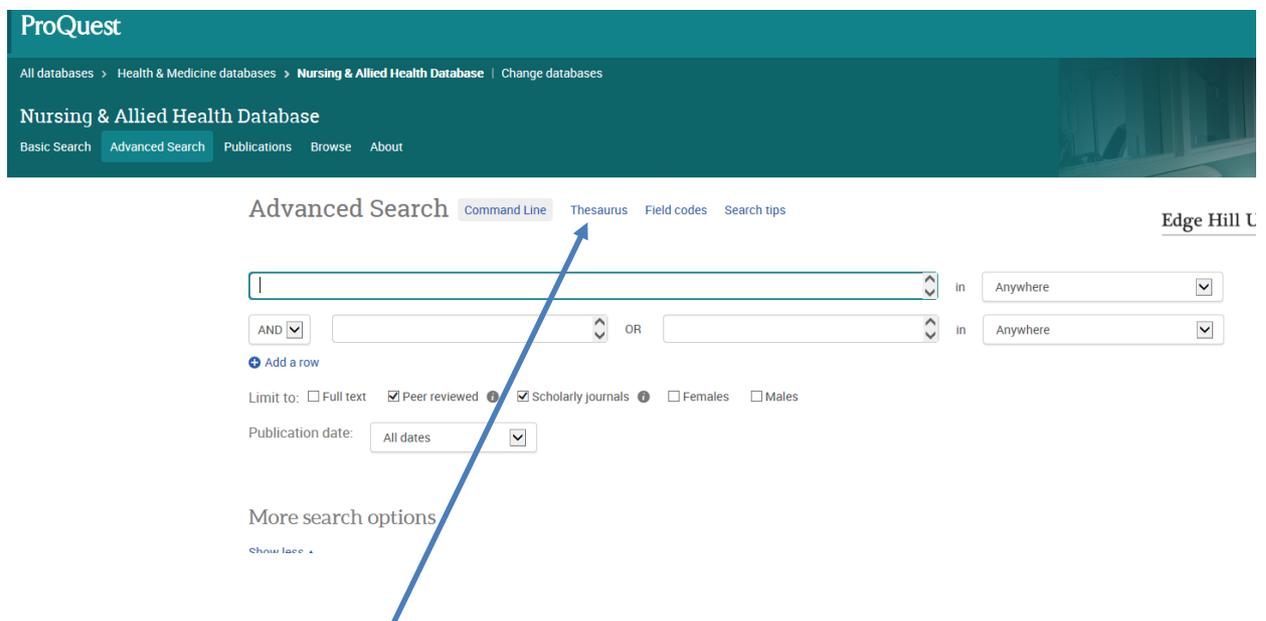
Check the Proquest thesaurus to ensure you are using terms or keywords that have been used to index the journal articles.

- In the first search box, type in **surgery**

- Click in the second search box after **AND** and type **fasting**

- Click in the third search box after **AND** and type **children**

When you select anywhere, ProQuest looks for your words (search terms) in the following: abstract, author, document text (full text), document title, subject heading and tags

In order to narrow down your search results it is possible to limit your results to particular years the articles were published. In terms of research, current research is usually considered anything published in the last 5 years.

Under the search boxes is a date range field which allows you to further limit your search to particular years.

- Click on the drop down arrow and select **Last 12 months**

If the full text journal article is available you will see a link to full text. To view any of the journal articles

- Click on either **Citation/Abstract** or **Link to Full Text**

Now go through your records and tick any that you think are worth pursuing. Make judgements based on the titles, keywords and abstracts. You will then need to click on the marked list tab at the top to display and print, save or email your records so that you have a permanent record of it.

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Section 4

Google Scholar is a freely available online search tool designed to search scholarly literature across all subjects. **http://scholar.google.com**

From one place, you can search across many sources: articles, theses, books, abstracts and court opinions, from academic publishers, professional societies, online repositories, universities and other web sites.

It can give some very useful results for a review of past research, but is not explicit about which bibliographic databases and journals it searches, so for a comprehensive review you would need to search the important ones for your subject individually as well, or the publishers' own websites which will contain the most up-to-date research and a full back-catalogue of past academic work.

Access your subject databases here:

www.edgehill.ac.uk/ls/subject/health/eresource-guides/

You can only access the full-text results on Google Scholar if EHU has paid a subscription for the item.

To ensure that you receive a link next to items EHU subscribes to, you need to save the university name in Google Scholar settings.
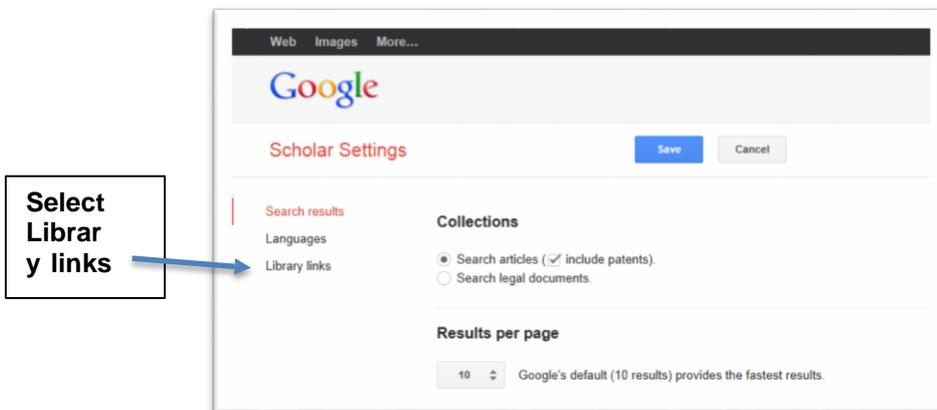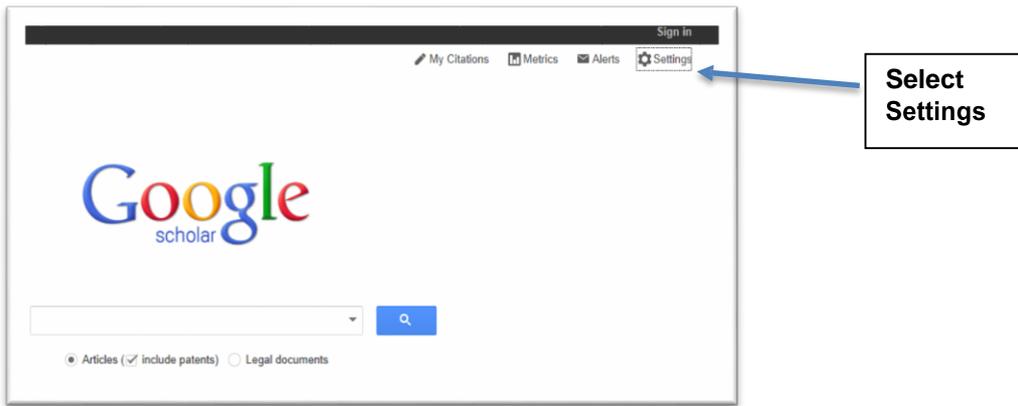
- **Type Edge Hill University Library into the search box.**
- **Select / tick all options shown.**

- Search Google Scholar and you will see the **Full-Text @ My Library** link next to content held by EHU library. Use this link to access Full Text.

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Section 5

The Cochrane Library

Cochrane Reviews are systematic reviews of primary research in human health care and health policy, and are internationally recognised as the highest standard in evidence-based health care. They investigate the effects of interventions for prevention, treatment and rehabilitation. They also assess the accuracy of a diagnostic test for a given condition in a specific patient group and setting.

Because the Cochrane Library commissions its own research, it can make the full text of this research immediately available to you. You therefore have instant access to lots of evidence based research.

- Search the Library Catalogue for **cochrane library**

- Access the database - **<u>Cochrane Library</u>**

The Cochrane Library

| Cite!

Access: Cochrane Library

Serial, Periodical. English.
Published Update Software

Rate this

- Select **Advanced Search**

The '**Search**' tab provides a quick search option and the ability to create advanced searches by searching across selected fields and adding search lines.

Click on the plus symbol to add or delete search lines to build an advanced search.

The search manager tab allows you to build a search, print and save a search strategy.

Search strategies can be re-run at a later date to pick up new research.

| Search | Search Manager | Medical Terms (MeSH) | Browse |

To search an exact word(s) use quotation marks, e.g. "hospital" finds hospital; hospital (no quotation marks) finds hospital and hospitals; pay finds paid, pays, paying, payed)

Add to top

⊖ Edit ⊕ #1   surgery and glucose   ⊞   428
from 2010 to 2013 (Word variations have been searched)

⊖ ⊕ #2   child and surgery   ⊞   1759
from 2010 to 2013 (Word variations have been searched)

⊖ Edit ⊕ #3   #1 and #2   ⊞   158

Clear Strategy   View tips for Search Manager   ☐ Highlight orphan lines

Save strategy

Strategy Name   glucose and child and surgery   Save Strategy

Comments   Nursing dissertation

Apply limits to your search by clicking on this symbol.   Click to view results.

Applying limits:

Deselecting 'Word variations will not be searched' will broaden your search results.

Create a search of your choice or try the following in the Search Manager tab.

How can diet and exercise assist pregnant women with diabetes?

Search 1: Diet **or** nutrition **and** diabetes

Search 2: pregnancy and diabetes

- Limit to reviews only published between 2009 and 2013

- How many results does this give you?

- Click on a **Record** to view one of the reviews

Search Strategy combining the results of two searches in search #3.

To access results list click here

Click on the title and access

- full-text PDF
- email a link to this article
- access citations and references for further research

Set up a user profile account and:

- save titles, articles & search strategies for quick access
- set email alerts when new content is available

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Section 6

eBooks

Edge Hill University Library provides 24 hour access to over 100,000 electronic books.

You can access eBooks via the library catalogue at university, at home on the train and at a time that suits you. Read eBooks on your PC, laptop, tablet, iPad or smart phone.
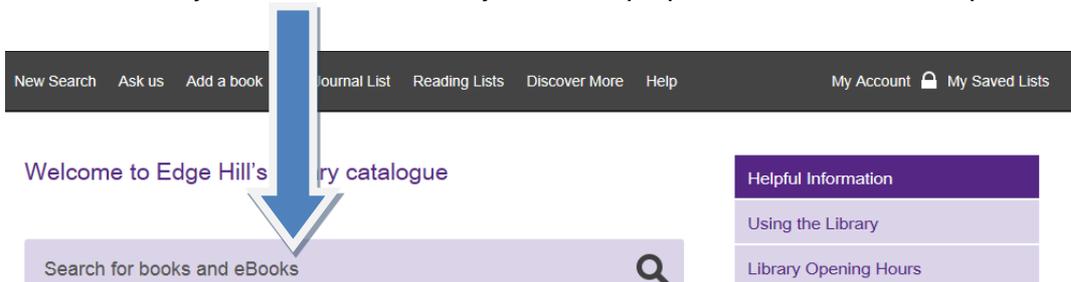
- On the results page refine your results to eBook

You have the option to set up a user account when using the eBook which will allow you to store searches, personal notes and bookmarks.

<u>Always remember </u>to look for help links on the eBook screen to assist you in using the eBook efficiently. You will find user guides, video tutorials and FAQ's.

Let's just quickly review accessing an eBook via the library catalogue.

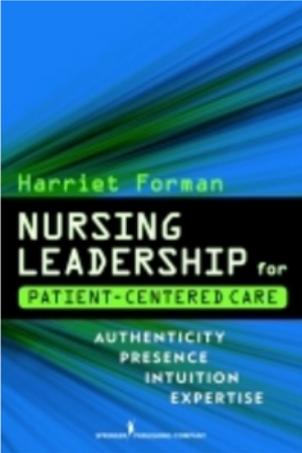- Search for the keywords: **nursing leadership,** click on the title and then the purple access button to open the book.

Welcome to Edge Hill's library catalogue

nursing leadership	× 🔍

More search options

New search	Search for "nursing leadership"	eBook ⊗	Nursing leadership for patient-centered care: auth

< Previous   Next >

Nursing leadership for patient-centered care: authenticity, presence, intuition, expertise

Forman, Harriet

▍▍▍ Cite!

Access: An electronic book from DawsonEra 📖

Regional Executive Director North Shore Long Island Jewish Health System. Too often, both nurses and patients witness major breakdowns in the health care system-ineffective communication, unrealistic nurse-patient ratios, tension among staff, abuse of authority, and most importantly, managers drawn away from patients due to administrative duties. This inspiring guide presents engaging, real-life stories of nurses, managers,

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Download the eBook or read online.

You can access the book via the <u>electronic table of contents</u> at the bottom of the screen

You can keyword search the entire book via this tab

Publishers place restrictions on the number of pages you can print from their eBooks. View the help link for further information.

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Section 7

Managing Information

During your research you will have to deal with a large volume of information.

It is worthwhile developing an effective information management strategy which will save both time and frustration.

Managing referencing details:

Accurately record details to reference your information sources.

Refer to the guide for Harvard Referencing available on the Learning Services web pages.

http://www.edgehill.ac.uk/ls/assignment-help/help-with-referencing/

The guide will assist you in determining the relevant referencing details required for different formats of information. By recording your references correctly you will be able to find the information again with minimum effort.

RefWorks:

RefWorks is a web-based bibliographic management tool that allows you to create a database of references. References can be added manually or imported from electronic journal collections and Google Scholar. You can easily produce formatted bibliographies in the referencing style of your choice, including: Harvard, APA and MHRA. An add-in to Word enables you to add references to your paper or essay as you write it.

Access further information, tutorials and guides via the Learning Services web pages.

Ref Me:

Ref Me is a referencing management tool to help you with your referencing style. Always check the generated reference against your department guidelines.

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Enter Harvard Edgehill in the search box
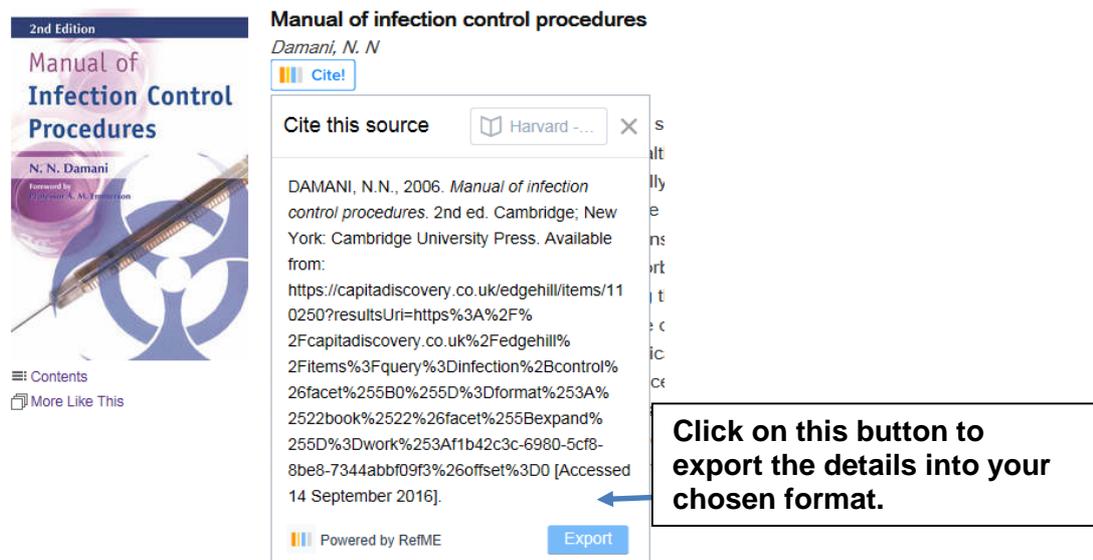
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