Using Electronic Resources:
Web of Science

Workbook for the Department of Health Sciences
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1 Introduction

Web of Science consists of three large multi-disciplinary databases, the Science Citation Index, the Social Sciences Citation Index, and the Arts and Humanities Citation Index. Between them the three databases index over 8,500 journals. The databases are updated weekly. Web of Science also includes two conference proceedings citations indexes that index published literature from conferences, conventions, seminars and workshops in a wide range of disciplines. Web of Science is provided via ISI Web of Knowledge.

Both the Science Citation Index and the Social Sciences Citation Index are valuable resources for Health Sciences staff and students.

2 Accessing Web of Science

The Library’s main collection of bibliographic databases, including Web of Science, is available via the E-resources Guide.

From your Personal homepage, click on Library Catalogue.

Note: If you are not working on a University IT Services computer and your Personal homepage is not automatically displayed, navigate to it by clicking on Current students from the University of York homepage (www.york.ac.uk).

On the Library Catalogue page click on E-resources Guide.

The E-resources Guide will open in a new window.

Choose Health Sciences and Nursing from the Subject dropdown list.

Note: You can also access CINAHL Plus from the Health Sciences Subject Guide. Choose the Search the Literature tab.

Scan down the list of resources. Click on Science Citation Index (ISI) on Web of Knowledge.

The University of York IT Services login page will open in a new window. Enter your IT Services username and password. Click on Login.
3 Selecting databases

When you have logged in to Science Citation Index (ISI) on Web of Knowledge a screen similar to the following will be displayed:

Use the All Databases tab to search all the databases accessible via Web of Knowledge. Click on Select a Database to find out more information about the databases provided via Web of Knowledge and select a specific database to search.

Click on the Web of Science tab.

Note: if the Web of Science tab is not visible along the top of the screen, click on Select a Database, and then select Web of Science from the list of available databases. You will then see a screen similar to the one below:

The Current Limits section below the search boxes allows you to view the current limits of your search. You can limit the Timespan and the Citation Databases searched.
It there is a + sign next to Citation Databases, click it to expand the list.

By unchecking all the boxes under Citation Databases except Science Citation Index Expanded and Social Sciences Citation Index, you can confine your search to records for science and social science journal articles.

Select the From... option in the Timespan section and alter the dates to restrict your search to 1995 onwards.

4 Using Search

The citation indexes are searched using a web form. You can enter search terms in the boxes provided.

To search for a subject, enter a search term in the first Search for: box. Type in all of the following:

"myocardial infarction" or "heart attack" or "heart disease"

Click on Search.

In this example, the search will look for records where either the term heart disease or the term heart attack or the term myocardial infarction occurs. Note that the use of " " means that these terms will be searched as phrases.
5 Results display

Your search results are displayed on the Results screen. The total number of results found is indicated.

How many results are found for this search? ..............................................................

Look carefully at one of the results. In what journal is the article? Note: this information is displayed in the Source: area of the record.

..............................................................

Click on the title of a record of interest to display its Full record, including any abstract if one is available.

A screen similar to the following will be displayed:

Some records will also provide a link to articles which reference it i.e. Times cited.

You can view the articles’ References, i.e. the reference list at the end of the article.

Click on << Back to results list to go back to the Results list. Options for moving through the results list are given both at the bottom and top of the display.
The Find It @ York function is available within the Web of Science, allowing you to check if the Library has access to a full-text copy of an item.

For a record of your choice, click on Find It @ York.

If there is an electronic version, a link to its provider will be listed in the View It panel. You can also click on Get It to check against the Library's print holdings.

Is this item available as an electronic journal article to members of the University?

6 Truncating search terms

Click on Search, then Clear to clear the results of the previous search.

Note: you may need to reset your limits in the Current Limits section to search from 1995–2011, and to search just the Science and Social Sciences Citation Indexes.

In Search, type health promotion into the first Search for: box. Click on Search.

How many results are found? .................................................................

Click on Search and amend your search to health promot*

How does the number of results found compare to that above?

Truncating the term with an asterisk (*) searches for all terms with the same beginning, but different endings, for example promotion, promote, promoting. Use it with care! You can also use the question mark as a wildcard within a term, for example type wom?n to find the search terms women or woman.

7 Combining terms using Search History

You can perform more complex searches by building them up in stages. Each search within your session is added into your Search History. You can use these previous searches (search sets) to make your search more complex.
Click on **Search History** (located at the top of the page). This will display your search history (see below).

Each previous search is displayed together with its set number, listed in the Set column, e.g. #1, #2. The number of records found for each search is listed in the Results column.

Tick in the checkboxes for the health promot* search and the “myocardial infarction” or “heart attack” or “heart disease” search. Then select the operator **AND** to combine them. Click on **Combine**.

This search will find records which contain a term beginning with *health promoto* as well as either the term “myocardial infarction”, the term “heart attack”, or the term “heart disease”.

How many results are found? ................................................................................................................................................

Display your results by clicking on the number of results found.

### 8 Storing your results and marking records

You can print, email and export individual records within the Full record display by using the icons at the top and bottom of each record:

![Add to Marked List](icon)

![Send to](icon)

It is also possible to select a range of results (by “marking” them) and then print, email, save, or export these marked records – your marked list.

To add individual records to your marked list from the Results list, click in the checkbox to the left of the article title, then click on the ![Add to Marked List](icon) icon (at the top and bottom of the page). Clicking this link without first selecting any records allows you to add the whole page or a defined range of results.
Marked records are subsequently indicated by a red tick next to the record.

Practice marking records using your last search results.

Click on **Marked List** (at the top of screen) to review the records that you have marked.

### 9 Emailing, saving and printing your marked list

Click on **Marked List** if you haven’t done so already.

Select the fields (part of the records) that you wish to email/save/print. It is a good idea, for example, to tick the checkbox for abstract. Practice using one or more of the following:

To print your results, click **Print**. This will give a preview of how the record will appear when printed out. Either use your browser’s **Print** button or click **Print** if you actually want to print. Click on **Close** to go back to the marked list.

To email your results, click on **Send E-mail**., then enter an email address in the **Email records to:** box. Click on **Send E-mail** or **Cancel** to go back to the marked list.

To export to a save your results to EndNote, use the dropdown menu. To export to another reference management program, or to save as text, a webpage or a tab-delimited file you could use in a spreadsheet, select **Other File Formats** from the dropdown list:

Choose the format you want (e.g. HTML for a webpage) and click **Send**, or click **Cancel** if you don’t want to do this now.

Click on **Exit Marked List** when you have finished.
10 Citation searching

You can use the Cited Reference Search to find articles which cite a person's work.

Click on Cited Reference Search and follow the steps outlined to create your search. Note that an online tutorial on using cited reference searching is available on the right of this page (View our Cited Reference Search tutorial). More information is also provided in the Web of Science help area:

11 Online help

Web of Science provides context sensitive help. You will always see Help in the top right hand corner of the screen. Please note: if you cannot find what you are looking for, you can select Contents or Index to find further options.

12 Leaving Web of Science

Click on Log Out (top right of window) at any time to logout.