How to Use the AHEC Digital Library as a Resource

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**Where do you go?**  The AHEC Digital Library (ADL)!

**How do you get there?**  You can go there directly (http://library.ncahec.net), or you can go to http://www.charlotteahec.org/ and click on “AHEC Library- Resources”, or you can go through CHS’s PeopleConnect (scroll over “Education/Charlotte AHEC/ AHEC Library- Resources.”

**Tour the ADL:**
- Journals; Books; Databases (CINAHL Plus With Full Text); Nursing collection

**To find journal articles:**
- Use CINAHL Plus With Full Text (aka just CINAHL). Coverage is from 1937 to the present. CINAHL stands for “Cumulative Index to Nursing and Allied Health Literature”.
The searchable question … What do you really want to know?  Less is often more!

The idea:  “In a cancer patient who has had a hysterectomy and is undergoing chemotherapy, does a one-to-one nurse-patient ratio result in improved patient outcome?”
The searchable question: “Nurse-patient ratio and patient outcomes.”

The idea: “What is the effect of fatigue on job performance, stress, attitude, and health of hospital staff nurses who work at an acute care hospital?”
The searchable question: “Fatigue and nurses.”

Searching:  “Fatigue and nurses.”

Preliminaries:

1) Think of synonyms and related concepts for each concept in your searchable question. Need help with this part? Plug each concept into Visuwords  http://www.visuwords.com

The trouble with synonyms … do I have to think up every conceivable one and search each one??? Not if you use subject headings!

Subject headings = controlled vocabulary = control for synonyms!

In order to allow CINAHL to access its subject headings for each concept in your search, you must search each concept separately (and then combine them at the end). No stringing concepts together and no natural language searching!

fatigue and nurses
the effect of fatigue on nurses

2) Combing concepts (Boolean operators):

AND (narrows)

OR (broadens)

3) Don’t use your browser’s Back button in CINAHL; instead, use the navigation aids on the screen.
Let's start with entering “fatigue” in the search box…

This tells CINAHL to try to match your concept to a CINAHL subject heading – a good idea!

Ignore everything below this line. They are search limits and we’ll get to them later! **Do not** apply limits to your search before searching the term. You may not retrieve any results. Search first. Limit last.

Here’s the subject heading for “fatigue”. **Click on it** – it’s a hyperlink and has information you’ll need.

This will retrieve f-a-t-i-g-u-e in any field, but it will not retrieve any synonyms. Use it only if there is no good match among the subject headings; this might happen if you are looking for a brand name, or a new drug or new treatment for which a subject heading does not yet exist.
You have some decisions to make in the “tree view” of the subject heading you’ve selected:
- “explode” will retrieve everything indented under “fatigue” in the subject heading “tree”; if you do not “explode” you will not get the indented terms
- “major concept” will retrieve only articles where “fatigue” is the main topic of the article
- “subheadings” will get aspects of “fatigue”; use them only if they are part of the searchable question

Other things to look for in the “tree” display:
- scope note
- history note
- related headings

Once you’ve made your selections on the “tree” display, click the “Search Database” button to continue.

If you change your mind and want to go back, use the on-screen navigation aids to look at a different subject heading in the list (“back to term list”).
Let’s enter the next concept … 

… and don’t worry about the huge number!

We’ll continue like this with each concept in the search. Once we have searched all of the concepts, then we will combine them and then place limits on the search.

“Fatigue”, “Sleep Deprivation”, and “Sleep”, in the context of this search, are synonymous. Select those sets and use “Search with OR” to combine them into one large set.

To find articles about “Fatigue/Sleep Deprivation/Sleep” and “Nurses”, select those two sets and click “Search with AND”.
Click “Show More” to limit to English, years, type of article, age group, etc. Avoid using the “Edit” function to limit your search; it overwrites your original set. If you only need to limit to years and English, use the side bar selections.

Select the limits you want, and then click the “Search” button.
To start looking at these citations, click “View Results” or scroll down until you see the search results.

If you want to see the abstracts in addition to the citations, click on “Page Options” and select “Detailed”.

Search Results: 1 - 30 of 102
1. A Comparison of the Effects of Fixed- and Rotating-
If you click on the article title, the complete record will appear. Notice the CINAHL subject headings that have been assigned to describe the article. The source lists Journal title, volume, issue and page number. This makes it easy to locate the full text of the article in the Journal list in the ADL.
If any of the citations look interesting, click on the blue folder to have them set aside. Once you have added an item to the folder, the folder will become yellow.

To see the contents of your folder, scroll to the top of the page and click on the “Folder” icon.

To save items in your folder beyond the current session, create a free account with Ebsco.

Select the citations in the folder that you would like to print, email, save to a file, or export to citation management software (e.g. Refworks, Reference Manager, EndNote, etc). Then click on the appropriate icon.
To print the citations you selected, make appropriate choices and then click the “Print” button. Your browser’s print dialog box will appear; click the “Print” button in the box.

Choose the appropriate citation format: standard author/title/source/abstract or APA citation format.

To email the citations you have selected, make appropriate choices here and fill in the form, then click the “Send” button. Note any articles that are PDF’s will be sent to your email as well as the citations.
To find the articles that correspond to the citations, you have many options:

To the save citations you selected, make appropriate choices, and then click the “Save” button. You will then be prompted to …

… use your browser’s “Save As” function to complete the save.

Some of them may be available full text within CINAHL. Look below the citation for a link that contains the words “Full Text.”
Plan A: Look for the journal in the AHEC Digital Library’s e-journal list. Click on the “Journals” tab.

For those that are not available full text within CINAHL, make note of the citation information, and then try the following:

From the A-Z listing of titles, click on the first letter of the journal you need to find.
Plan B: Look for the journal in print in the library. To do that, you need to access the Library’s online catalog. Click the “Home” link in the AHEC Digital Library and then...

...click on “Library Catalogs”, and select “Charlotte AHEC” from the list.

If there is an “i” next to the journal title, scroll over it for information about the journal.

Plan C: Contact a librarian. You can use the links from within CINAHL and the AHEC Digital Library, or you can call (704-355-3129) or email (charlotteaheclibrary@charlotteahec.org)