



PubMed Access to MEDLINE: Hints & Tips

Search Hints

Type your topic without any special search operators or characters, e.g., don't use AND or put phrases inside quotation marks.

You can limit your searches by a wide range of criteria. Click on the blue Limits link to go to the Limits section. To remove limits, just uncheck the box to the left of the Limits link.

Go to History to return to, combine, or limit previous searches. **CAUTION:** When combining searches make sure your AND, OR, or NOT are in upper case characters.

Primary Display and Printing Formats

Summary format is the default display/print format. It is a basic record.

Abstract format is Summary plus an abstract, if available.

MEDLINE format has labels for fields like author, and is used for importing into bibliography management software.

Citation format is Abstract with Medical Subject Headings added.

To Print Records:

1. Mark the records you want to print by checking the boxes to the left of the individual citations.
2. Send the records to PubMed's Clipboard by clicking on the Add to Clipboard button.
3. When you are ready to print. Go to the Clipboard. Click on the Text button to create a printable page. Then use the browser's Print button to print.

To Save Records:

1. Mark the records and send to the Clipboard as explained in steps 1 & 2 under the printing instructions above.
2. When you are ready to save, go to the Clipboard, click on the Save button. When the dialog box opens, choose the appropriate drive and filename for your new file.

Emailing of records is not yet available on PubMed.

To Order Articles:

Students, faculty & staff of Springfield College may request articles not available at Babson Library via the online request forms on the library homepage at <http://www.spfldcol.edu/homepage/dept.nsf/library> or by using paper forms obtainable at the Information Desk in the library. There is no charge for this service.