

# Today's Guidance (Advanced course)

## ■ Session overview

### 【1】 Searching for articles on a subject :

[PubMed](#) (Practical search examples 1, 2)  
[Web of Science](#) (Practical search examples 3)

### 【2】 How to use RefWorks (bibliographic tool) :

[Importing from PubMed](#) (Practical search examples 4),  
[Importing from Web of Science](#) (Practical search examples 5)  
[Creating a list of references](#) (Practical search examples 6)

### 【3】 How to check Impact Factor :

[Journal Citation Reports](#) (Practical search examples 7)

## ■ Distributed materials

- Research on the Internet
- Today's Guidance (=this material)
- Leaflets "Hints on locating documents" ①~④
- Leaflet "Things you can do with your ECCS account"
- University of Tokyo Medical Library Brief guide
- Web of Science Quick Reference Card
- Journal Citation Reports Quick Reference Card

## ■ Portal site to the databases used in this training session

⇒ [Medical Library](http://www.lib.m.u-tokyo.ac.jp/eng/guide.html) <http://www.lib.m.u-tokyo.ac.jp/eng/guide.html>



GACoS

<http://www.dl.itc.u-tokyo.ac.jp/gacos/e/index-e.html>



The screenshot shows the homepage of the University of Tokyo Medical Library. The GACoS logo is highlighted with a red box and a callout bubble that reads "GACoS Gateway to Academic Contents System". The website features a navigation menu with options like "Webリクエスト", "OPAC", "E-Journal", and "GACoS". A "Users Guide" section is visible, containing a table of open hours and a "Closed" section.

	Mon. - Fri.	Sat. ※ members only
during the term	8:30am-8:00pm	10:00am-5:00pm
during summer and winter vacations (20 Jul. - 31 Aug.) (20 Dec. - 10 Jan.)	8:30am-5:00pm	10:00am-5:00pm

**Mon. - Fri.** Anybody can use our library. ※Service Hours 8:45am~  
 Those not affiliated with the University of Tokyo : please fill in an application of one-day free pass.


**Sat.** the Library is open to the University of Tokyo (UT) members and alumni only.

**Closed**  
 Sundays, National Holidays, New Year Holidays(28 Dec-4 Jan.), during the university entrance examination, the last weekday of every month.

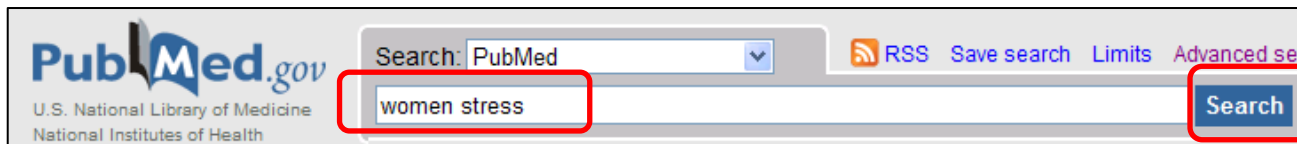
Academic Information Literacy Section, Digital Technology Center, the University of Tokyo  
 Email [literacy@lib.u-tokyo.ac.jp](mailto:literacy@lib.u-tokyo.ac.jp)

**[1] Searching for articles on a subject ① PubMed**

1 Let's search for articles on women and stress.

**PubMed**  <http://www.ncbi.nlm.nih.gov/sites/entrez?otool=ijputmlib> **【UT Only】**  
<http://www.ncbi.nlm.nih.gov/sites/entrez>

(1) Enter  , and click "Search".



(2) Confirm search details.

**Search Details**

**Query Translation:**

```
("women"[MeSH Terms] OR "women"[All Fields]
OR "female"[MeSH Terms] OR "female"[All Fields]) AND
("Stress"[Journal] OR "stress"[All Fields])
```

**MeSH=Medical Subject Headings**

A thesaurus from the US National Library of Medicine. Automatically searches for MeSH terms that matches the input word.

Inputting  translates the word and performs a search like this. (=Automatic Term Mapping)

This is how  was translated. If you don't need "Stress" to search for the journal title, you can delete that part and click "Search" again.



**【Point!】**

\*Confirming search details

The "Search details" column makes it possible to confirm what kind of search is occurring. Searches can be adjusted and repeated as necessary.



How to save to RefWorks?  
(See p.7)

2 Let's search for articles on alcohol consumption.

(Keyword input example) (a)  (b)

After performing the search, let's examine the Advanced Search page.

**PubMed Advanced Search**

**Search Box**

#3 OR #4

**Search Builder**

All Fields AND

[Show Index](#)

**Search History**

Search Most Recent Queries

#4 Search alcohol consumption

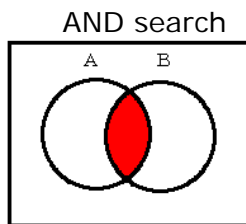
#3 Search alcohol intake

You can check the search history here. The history can be searched with AND, OR, NOT Boolean operators. Examples: #3 OR #4

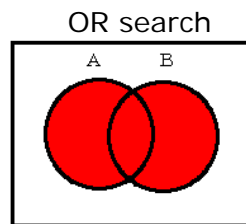
With Search Builder, you can specify search terms, or click on "Show Index" for a list of possible terms.

## [ PubMed Search Tips ]

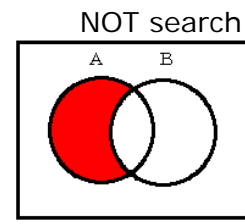
### (1) Combining search terms with Boolean operators (AND, OR, NOT)



common cold **AND** vitamin c



vitamin c **OR** zinc



vitamin c **NOT** zinc

Simply adding a space makes it an "AND" search, but if, for example, you want to avoid searching for the phrase "egg allergy," you can enter it more specifically as .

Enter **AND**, **OR**, **NOT** in uppercase characters.

PubMed processes searches in a left-to-right sequence. Use parentheses to "nest" concepts that should be processed as a unit and then incorporated into the overall search.

Example:

### (2) Searching by limiting search field with "Tag"

Note: Tag searches will not use Automatic Term Mapping.

Search field	Tags	Examples	Note
Author	[au]	shimizu t[au]	smith re[au] (Includes middle name)
		shimizu takao[au]	smith r@[au] (Only "smith r" will get hits)
Affiliation	[ad]	university of Tokyo[ad]	Full name can be searched for post-2002.
Article Title	[ti]	stomach cancer[ti]	
Journal Title	[ta]	british medical journal[ta]	"The" does not need to be entered.
		bmj[ta]	Abbreviations can be used.
Publication Date	[dp]	2010[dp]	2008:2010[dp] 2008/09:2010/03[dp]
Publication Type	[pt]	review[pt]	
MeSH Terms	[mh]	stomach neoplasms[mh]	

### (3) Truncating search terms

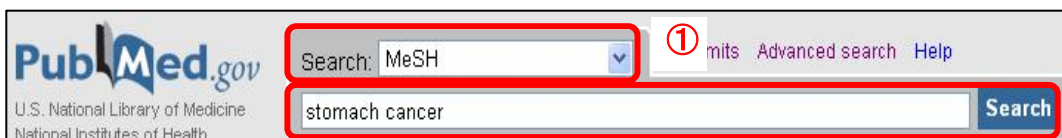
To search for all terms that begin with a word, enter the word followed by an asterisk (\*), the wildcard character.

Example:  finds terms that begin with the root term flavor, such as flavored, flavorful, flavoring, etc.

Note: Entering an asterisk will disable Automatic Term Mapping.

**【 A more advanced MeSH search: using thesaurus terms 】**

- ① Select "MeSH" from the search functions in the "Search" pull-down menu of the main screen. (Or, click "MeSH Database" under "More Resources.")
- ② Enter keywords, and click Search.
- ③ If an appropriate term is found from among the MeSH terms search results, select PubMed from the supported links to search for it.
  - ① ~ ⑤ : Clicking MeSH terms brings up broader/narrower terms, related terms, and subheadings, making a combined search possible.



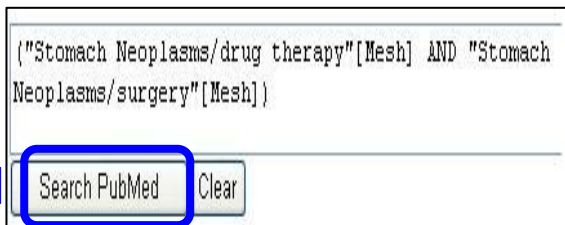
Guidance for supported MeSH terms

A page with MeSH terms subheadings and a tree structure can be viewed. These combinations allow for various forms of searches.

Search selected MeSH terms with PubMed.

Use PubMed to search for documents centered around a selected MeSH terms

- Search method for multiple subheadings:**
- ① Click "MeSH terms"
  - ② Select multiple subheadings.
  - ③ Select "AND, OR, NOT", and click "Add to search builder".
  - ④ The search method will be displayed on the upper portion of the screen. (Can be reset if necessary)
  - ⑤ Click the "Search PubMed" button



All MeSH Categories  
 Diseases Category  
 Neoplasms  
 Neoplasms by Site  
 Digestive System Neoplasms  
 Gastrointestinal Neoplasms  
**Stomach Neoplasms**

Displaying broader and narrower terms for MeSH terms Stomach Neoplasm will be displayed as the last result.

**[1] Searching for articles on a subject ② Web of Science**

3 Let's search for articles on women and stress.

**Web of Science**

http://isiknowledge.com/WOS **【Campus】**  
 https://gateway.itc.u-tokyo.ac.jp/ **【from outside campus】\***  
 \*ECCS account necessary

Try entering the following two examples in the "Topic" field.

(a)

(b)

**【 Web of Science Search Tips 】** (see "Help")

(1) Wildcards

**The question mark (?)** represents any single character.  
 Examples: wom?n matches: woman, women

**The asterisk (\*)** represents any group of characters, including no character.  
 Examples: s\*food matches: seafood, soyfood  
 enzym\* matches: enzyme, enzymes, enzymatic, enzymic  
 Hof\*man\* matches: Hofman, Hofmann, Hoffman, Hoffmann

(2) Boolean search operators (**AND, OR, NOT, SAME**)

Case does not matter when using Booleans. For example, SAME, Same, and same returns the same results.

**AND:** Use AND to find records containing all terms separated by the operator.  
 Examples: Beverage **AND** bottle finds records containing both terms.

**SAME:** Using the SAME operator instead of AND is a good way to narrow your search.  
 Examples: Beverage **SAME** bottle finds records in which these two terms must appear in the same sentence.

After searching as shown in (b), let's sort by "Relevance", and view detailed results for the second record from the top.

**Stress and illness in low-income women: The roles of hardiness, John Henryism, and race**

Author(s): Williams D, Lawler KA  
 Source: WOMEN & HEALTH Volume: 32 Issue: 4 Pages: 61-75 Published: 2001  
 Times Cited: 18 References: 35 Citation Map

**Abstract:** This study examines the stress of low-income women. Two personality influences on the stress-illness relationship: hardiness and John Henryism moderated the stress-illness relationship. Hardiness also moderated the effect of stress, while John Henryism had no effect on stress-related illness. The study indicated that hardy women perceive similar levels of network stress. Concerns were all associated with illness in low-income women; furthermore, hardiness moderated the effect of stress on illness in low-income women.

**Document Type:** Article

**Cited by: 18**  
 This article has been cited 18 times (from Web of Science).

**Additional information**

- View the journal's impact factor (in Journal Citation Reports)

**Journal Citation Reports®**  
 2009 JCR Social Science Edition  
**Impact Factor Trend Graph: WOMEN & HEALTH**  
 Click on the "Return to Journal" button to view the full journal information.

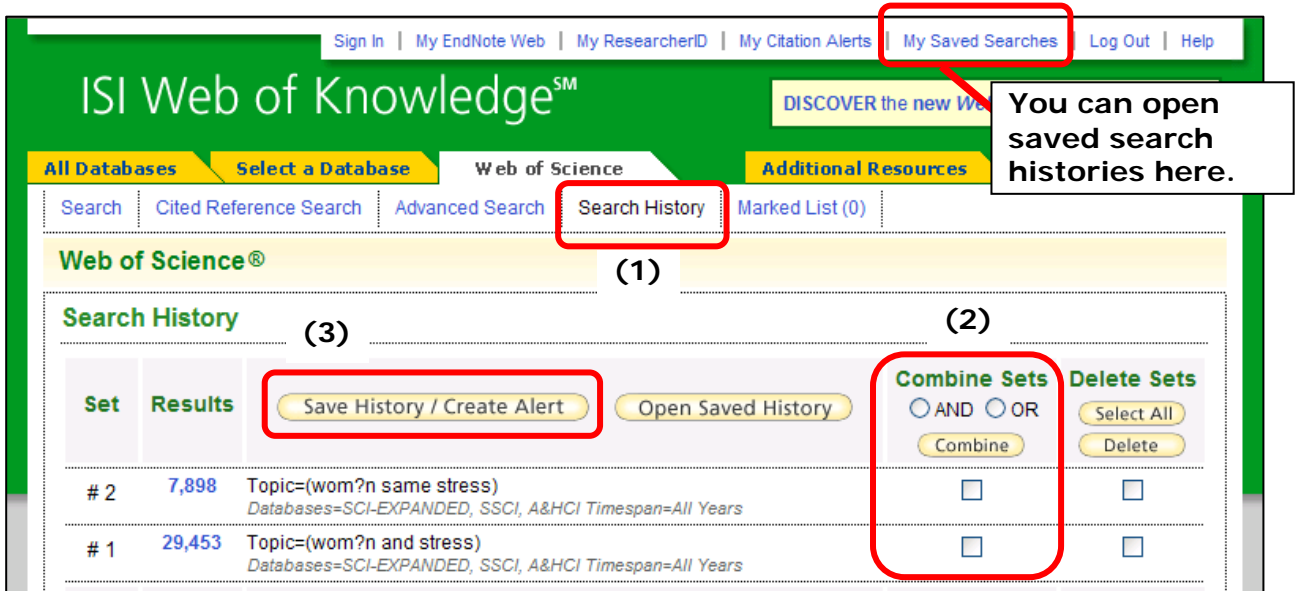
Year	Impact Factor
2005	0.491
2006	0.915
2007	0.815
2008	0.941
2009	0.740

After performing the searches in (a) and (b), let's look at the Search History page.

(1) Click "Search History".

(2) You can search the Search History with AND, OR. Examples: #1 OR #2

(3) You can also save the Search History, and use it for later searches. (\*You'll need to sign in to user registration for the ISI Web of Knowledge.)



## [2] How to use RefWorks (bibliographic tool)

### RefWorks

<http://www.refworks.com/refworks> 【Campus】

<http://www.refworks.com/refworks> 【from outside campus】\*

\*At the "Remote Access" screen, enter the UT Group Code.

<https://gateway.itc.u-tokyo.ac.jp/> 【from outside campus】\*\*

\*\*ECCS account necessary



【Point!】 User registration is required.

When using RefWorks for the first time, it is necessary to access RefWorks from an on-campus computer, and use the registration screen ("Sign up for an Individual Account").



【Point!】 Make folders to store imported records.

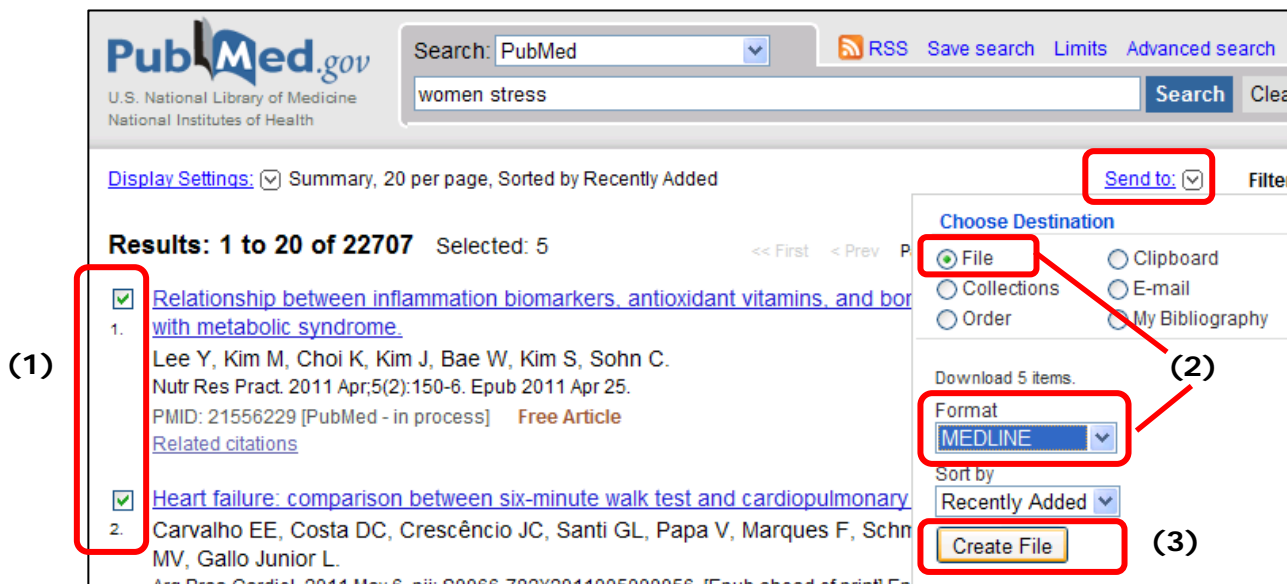
(1) Click on **Folders, Create New Folder**.

(2) Enter the folder name, and click **OK**.

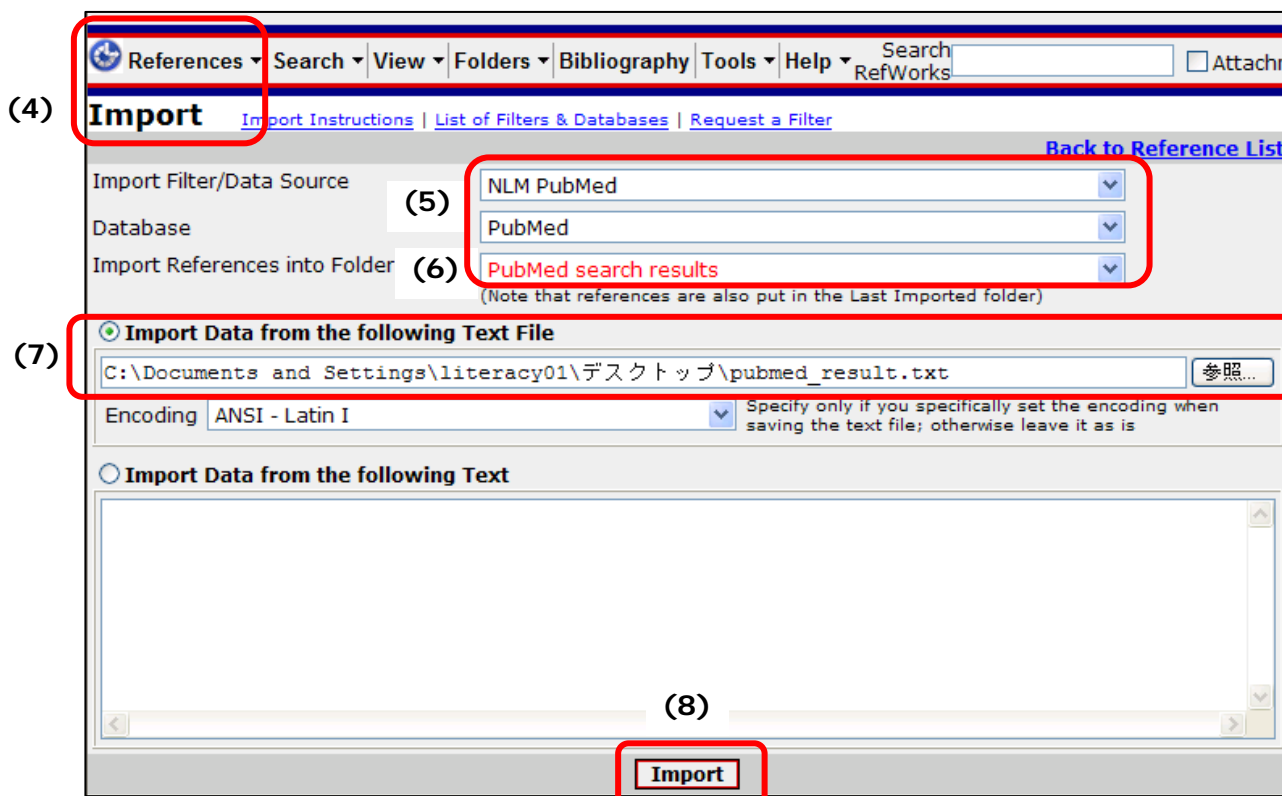


4 Let's import data from **PubMed**.

- (1) From the PubMed search results, select items to save by clicking in the checkbox to the left of the article title.
- (2) In the "Send to" drop-down menu, choose **File**, and **Format: MEDLINE**
- (3) Click "**Create File**". Save file to your computer. \*Make sure to save the file as a ".txt" file.

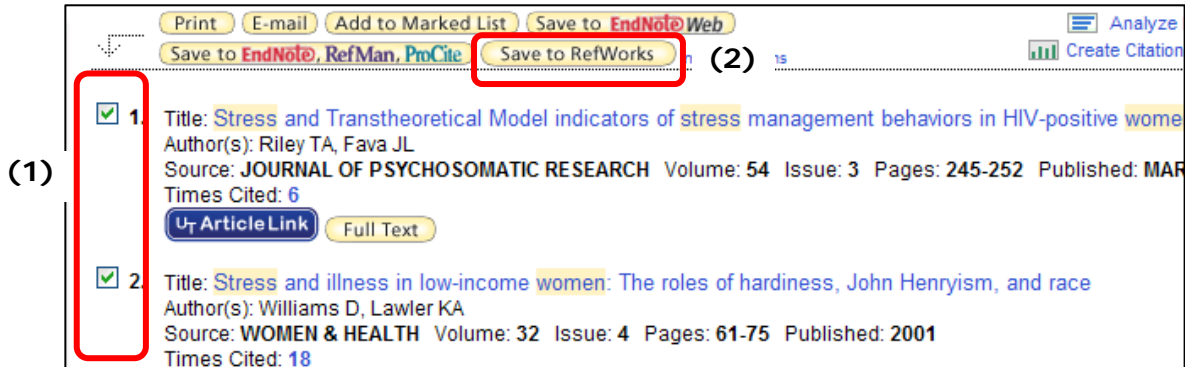


- (4) In **RefWorks**, select **References/Import** from the toolbar.
- (5) Select **NLM PubMed** as the Import Filter/Data Source and **PubMed** as the Database.
- (6) Select the folder name.
- (7) Browse to find the text file you saved to your computer and click on Open.
- (8) Click Import.



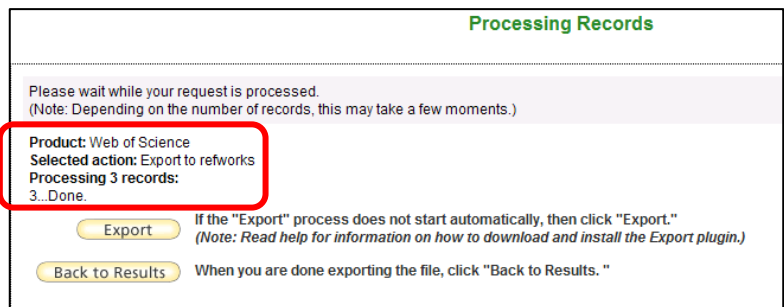
5 Let's import data from **Web of Science**. (\*Direct import)

- (1) From the **Web of Science** search results, select items to save by clicking in the checkbox to the left of the article title.
- (2) Click Save to RefWorks.



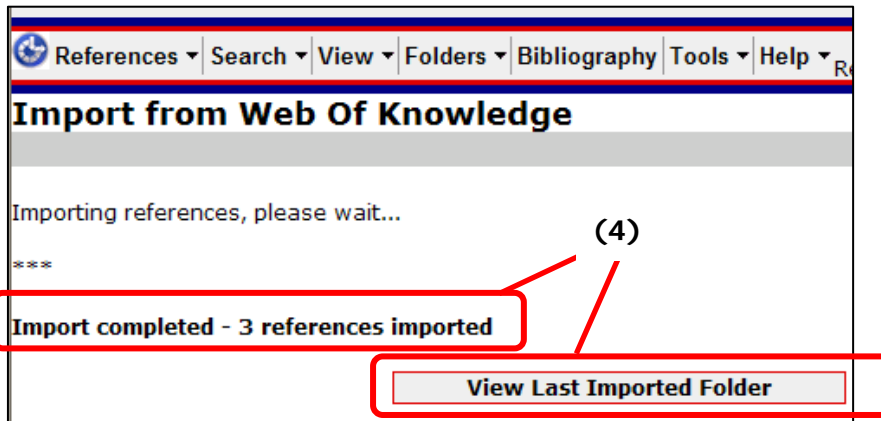
- (3) The completion message will be displayed.

(3)

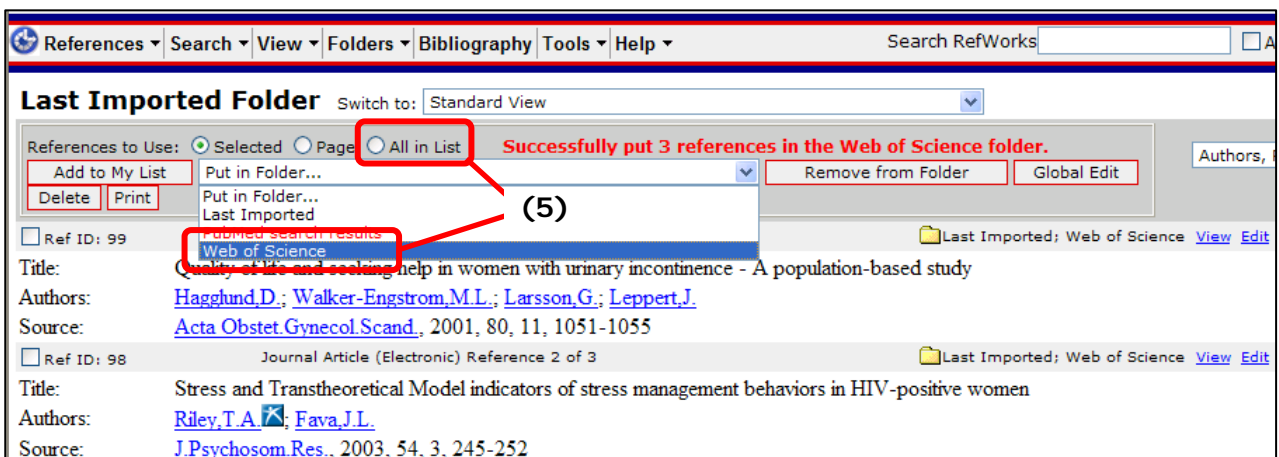


\* If you aren't logged in to RefWorks yet, the login page will open, and logging in will take you to the page for (4).

- (4) In RefWorks, "Import completed" will be displayed. Click "View Last Imported Folder" button.



- (5) Select "All in List" and the folder name. Move the selected folder to references.





6 Let's create a list of references.

- (1) In RefWorks, click **Bibliography** from the toolbar.
- (2) Select the Output Style. For example: "**Vancouver**"
- (3) Select the **Format a Bibliography from a List of References** radio button.
- (4) Select **HTML** as **File Type to Create**.
- (5) Select the Folder name in the **References from Folder** drop-down.
- (6) Click on **Create Bibliography**.

A list of properly formatted references will be created as an HTML file for you to save, print, or copy & paste as required.

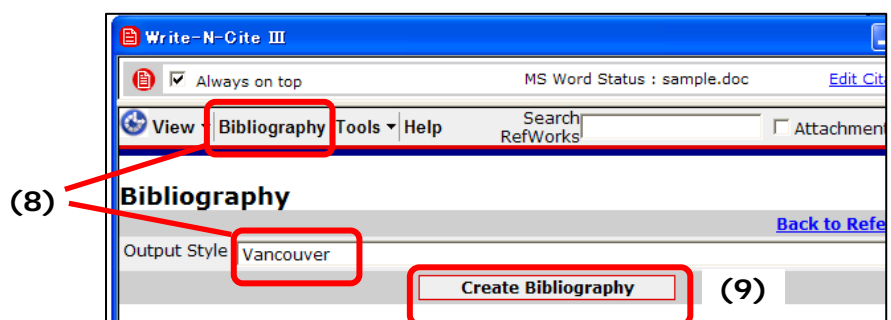
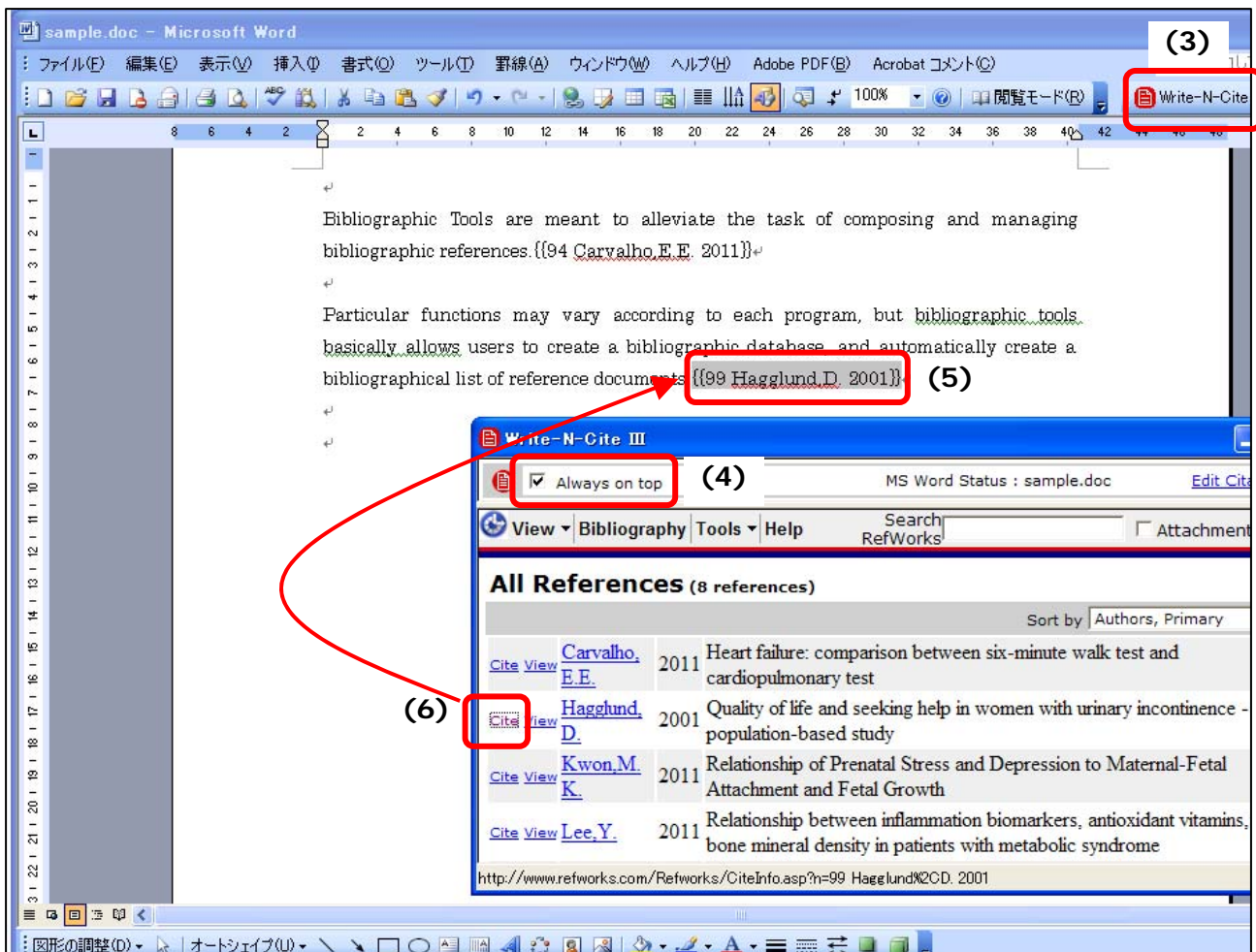
The screenshot shows the RefWorks Bibliography tool interface. The following elements are annotated with red boxes and numbers:

- (1) The **Bibliography** menu item in the top navigation bar.
- (2) The **Vancouver** output style selected in the **Output Style** dropdown menu.
- (3) The **Format a Bibliography from a List of References** radio button selected under the **Format Paper and Bibliography** section.
- (4) The **HTML** file type selected in the **File Type to Create** dropdown menu.
- (5) The **PubMed search results** folder selected in the **References to Include** dropdown menu.
- (6) The **Create Bibliography** button at the bottom of the interface.

**[Optional]** Let's create a bibliography with "Write-N-Cite" (plug-in tool).

- (1) In RefWorks, click **Tools/Write-N-Cite** from the toolbar, and download "Write-N-Cite" to your computer.
- (2) Use your document in a Microsoft Word file.  
Open Microsoft Word and the "Write-N-Cite" icon will be displayed in the tool bar.
- (3) Clicking on the "Write-N-Cite" icon opens the login page, where you can log in.
- (4) Select **Always on top** to keep Write-N-Cite visible.
- (5) In Word document, place your cursor in the text, where you want to insert the citation.
- (6) In Write-N-Cite, click on the **Cite** link next to the record that you want to cite.
- (7) Save your Word document to your computer (File, Save As).
- (8) In Write-N-Cite, click on **Bibliography** and choose the output style.
- (9) Click **Create Bibliography**.
- (10) Your document will be formatted. Save it (File, Save).

*Note: remember to always work and edit in the original word document (though you can save as many final documents, at various stages and in as many styles as you wish)*



## [3] How to check Impact Factor

### Journal Citation Reports

<http://isiknowledge.com/JCR> **【Campus】**  
<https://gateway.itc.u-tokyo.ac.jp/> **【from outside campus】\***  
 \*ECCS account necessary



#### 【About the Impact Factor】

This index measures the average number of times articles published in a given journal are cited over one year. It allows you to compare several journals in the same subject category, for example in order to select where to submit your article.

7 Let's check the Impact Factor of "Nature".

- (1) Select a JCR **edition** and **year**.
- (2) Select **Search for a specific journal**, and click **SUBMIT**.

(3) Search by **Full Journal Title**, and enter "**nature**".

(4) Summary List will be displayed. Click **NATURE**.

Mark	Rank	Abbreviated Journal Title <i>(linked to journal information)</i>	ISSN	JCR Data <small>i</small>					Eigenfactor™ Metrics <small>i</small>		
				Total Cites	Impact Factor	5-Year Impact Factor	Immediacy Index	Articles	Cited Half-life	Eigenfactor™ Score	Article Influence™ Score
<input type="checkbox"/>	1	<b>NATURE</b>	0028-0836	483039	34.480	32.906	8.209	866	8.9	1.74605	18.062



#### 【Impact Factor Calculation Method】 \*example for 2009

(Times Cited in 2009 to items published in 2007 & 2008)  
 $\div$  (Number of items published in 2007 and 2008)

Cites in 2009 to items published in:	2008 = 28896	Number of items published in:	2008 = 899
	2007 = 31100		2007 = 841
	Sum: 59996		Sum: 1740

Calculation: Cites to recent items	59996	=	34.480
Number of recent items	1740		

(5) The journal information page will be displayed.

**Journal: NATURE**

Mark	Journal Title	ISSN	Total Cites	Impact Factor	5-Year Impact Factor	Immediacy Index	Citable Items	Cited Half-life	Citing Half-life
<input type="checkbox"/>	<a href="#">NATURE</a>	0028-0836	483039	<a href="#">34.480</a>	<a href="#">32.906</a>	<a href="#">8.209</a>	866	<a href="#">8.9</a>	<a href="#">5.1</a>

[Cited Journal](#) [Citing Journal](#) [Source Data](#) [Journal Self Cites](#)

---

**Journal Information** ⓘ

**Full Journal Title:** NATURE  
**ISO Abbrev. Title:** Nature  
**JCR Abbrev. Title:** NATURE  
**ISSN:** 0028-0836  
**Issues/Year:** 51  
**Language:** ENGLISH  
**Journal Country/Territory:** ENGLAND  
**Publisher:** NATURE PUBLISHING GROUP  
**Publisher Address:** MACMILLAN BUILDING, 4 CRINAN ST, LONDON N1 9XW, ENGLAND  
**Subject Categories:** MULTIDISCIPLINARY SCIENCES

**Journal Rank in Categories:**

**Eigenfactor™ Metrics**

**Eigenfactor™ Score**  
1.74605

**Article Influence™ Score**  
18.062

---

**Additional Links**

Holdings

### Journal Summary List:

Under Journal Summary List, you can compare with other journals grouped in the same subject category. They can be ranked in order of Impact Factor, or other criteria.

**Journal Summary List**  
 Journals from: **subject categories MULTIDISCIPLINARY SCIENCES**

**Sorted by:** Impact Factor

**Journals 1 - 20 (of 50)** |<< << [ 1 | 2 | 3 ] >> >> |>

*Ranking is based on your journal and sort selections.*

Mark	Rank	Abbreviated Journal Title <small>(linked to journal information)</small>	ISSN	JCR Data ⓘ					
				Total Cites	Impact Factor	5-Year Impact Factor	Immediacy Index	Articles	Cited Half-life
<input type="checkbox"/>	1	<a href="#">NATURE</a>	0028-0836	483039	34.480	32.906	8.209	866	8.9
<input type="checkbox"/>	2	<a href="#">SCIENCE</a>	0036-8075	444643	29.747	31.052	6.531	897	8.8
<input type="checkbox"/>	3	<a href="#">P NATL ACAD SCI USA</a>	0027-8424	451386	9.432	10.312	1.805	3765	7.6

### Category Data:

Under Category Data you can see average data for this subject category.

**Category: MULTIDISCIPLINARY SCIENCES**

Total Cites	Median Impact Factor	Aggregate Impact Factor	Aggregate Immediacy Index	Aggregate Cited Half-life	Aggregate Citing Half-life	# Journals	Articles
1493123	0.633	8.990	1.966	8.5	6.8	50	11054

[Cited Category](#) [Citing Category](#) [Source Data](#) [Publication Frequency](#) [Impact Factor Box Plot](#)

**Median Impact Factor:** The Impact Factor of journals located in the middle of the entire category as ranked by Impact Factor.

**Aggregate Impact Factor:** The average Impact Factor for this category. It is calculated in the same way as Impact Factor for individual journals, with "times cited" and "number of items" replacing the total for all journals of the category.