British Nursing Index (BNI)

Guide for Queen's Users

Accessing BNI

From the QUB Library homepage http://www.qub.ac.uk/directorates/InformationServices/TheLibrary click on *QSearch* and *Login* with your student/staff number and *Queen's Online* password. Select *Find Database* at the top of the screen and search for *British Nursing Index*. Click on the database title and a new window will open. Click on the blue link.

Description

The BNI database indexes articles from the most popular nursing, midwifery and community healthcare journals published primarily in the UK, from 1985 to the present.

Help on BNI

There is a screen specific *Help* option on each page.

Keyword searching on BNI

Keyword searching enables you to search for a word or phrase exactly as it appears in either the titles or abstracts of the documents indexed.

Truncation

Use truncation to retrieve all possible variations on a root word. Type the desired root word or phrase followed by the truncation character **$** (dollar sign). For example, the search nurs$ retrieves the words "nurs*e*," "nurs*es*," "nurs*ing* " and so on.

Combining searches

Click on the *Combine Searches* icon beneath *Search History* results. Select the searches you wish to combine and then select AND or OR (using the drop down menu) at the top of the screen. AND is the default option.

When using AND, both search terms must be present

When using OR, either one or both terms must be present.

For example:
'cats AND dogs' will find records containing both these words
'cats OR dogs' will find records containing either of these words
'cats NOT dogs' will find records containing the word 'cats' but not 'dogs', or 'cats and dogs'

Author, Title, Journal Search

Click on the relevant icon and follow the instructions.

Limiting

Some frequently used limits can be found under the enter *keyword or phrase* search window. These can be selected before you click on the *SEARCH* button.

Display and Select

After you perform a search, view the list of titles retrieved by clicking *Display* to the right of a results set in the Search History window.

The Search Results screen appears with a Results bar at the top that shows: the number of citations retrieved and the range of currently displayed items (for example, 1-10 of 22 results).

As you come across titles of interest to you, notice hyperlinks included within each citation i.e. *Abstract* or *Complete Reference.* If the full text is available an Ovid Full Text will appear. Click on this to see the full text of the article.

Select Records by clicking on the box beside the record.

Print, Email and Save Results

The *Results Manager* is located at the bottom of each screen. It allows you to print, email, or save selected citations, every citation on a single page, or all the citations from a complete search set.

You may also select which parts of the record you wish to print, email or save.

To print, first select *DISPLAY* from the *Actions* column, then select the Print option from the browser at the top of the screen.

To email, select *EMAIL* from the *Actions* column and follow the on screen instructions.

To save documents select *SAVE* from the *Actions* column. Make selections based on the options presented.

Exiting

Click on the *Logoff* icon at the top of the main search screen. Then click on *Logout of Athens.*