Creating an Account in EBSCO Databases

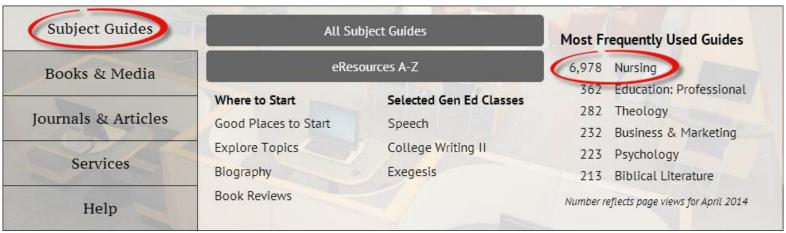
Navigation

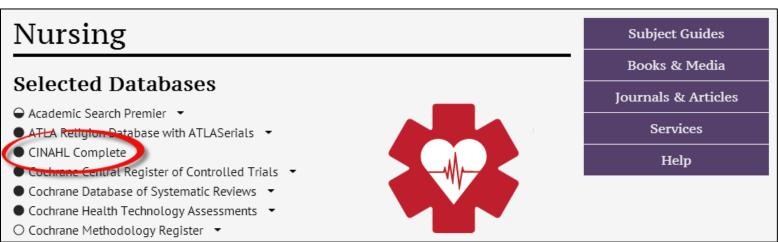
Step One: Access the Benner Library homepage at library.olivet.edu.

Step Two: Click on "Subject Guides" on the home page.

Step Three: Click on the "Nursing" subject guide under the "Most Frequently Used Guides" heading.

Step Four: Navigate to the CINAHL Complete database.

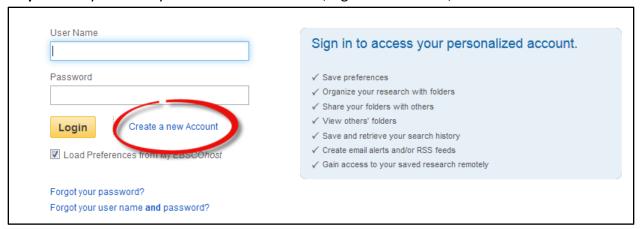




Signing Up for an EBSCO Account

Step One: Click on the "Sign In" tab at the top of the screen.

Step Two: If you already have an EBSCO Account, sign in here. If not, click "create new account"



Step Three: Fill out the form with your data, then click "Save Changes"



Add Articles to your Folder

Step One: Click on the "CINAHL Headings" tab at the top of the screen.

Step Two: Type in your search term and hit "Browse"



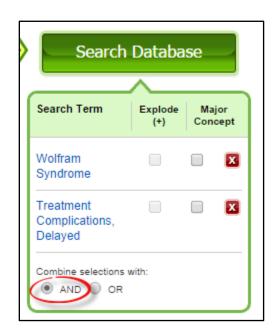
Step Three: Check mark your search term to add it to your query

Step Four: To add another search term, select "Browse additional Terms".



Step Five: Repeat steps 1-3. This time, select the "AND" option below your terms.

Step Six: Click "Search Database"

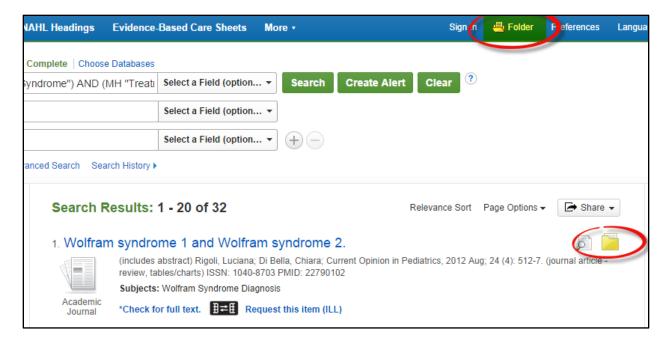


Step Seven: Limit your search by selecting the "Peer Reviewed" option and modifying the publication date.



Step Eight: Highlight the folder icon on all the articles you want to collect in your folder.

Step Nine: To view your folder, click the "Folder" tab on the top navigation bar.

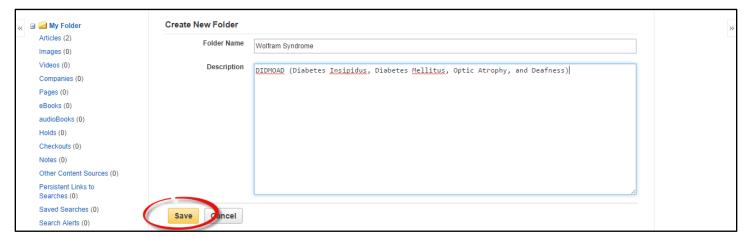


Creating New Folders

Step One: Click on "New" next to My Custom



Step Two: Title your new folder and add a description. Save it by clicking "Save"



Step Three: Move your articles to the new folder by selecting them and then selecting the name of the desired folder from the drop down list.



Deleting Saved Articles

To Delete a save article, select it and hit the "Delete Items" Button



Questions?

Contact Pam Greenlee through the SGCS Librarians link under the "Help" tab on the Benner Library Homepage!

