

Electronic library resources for NHS users

WHERE CAN I USE THESE RESOURCES?

Electronic resources are available to NHS users via designated library PCs. Imperial College London resources are only available from these computers. Access to NHS journals and databases is available both in the library or anywhere you have internet access at: www.library.nhs.uk.

HOW TO LOG ON

Press **Ctrl+Alt+Delete** to get to the login screen and then enter your Imperial College London login eg:

Username: p00891

Password: *****

Log on to: IC

WHAT CAN YOU ACCESS?

After you have logged on you will see the Library's NHS Electronic Information Resources homepage (Fig. 1).

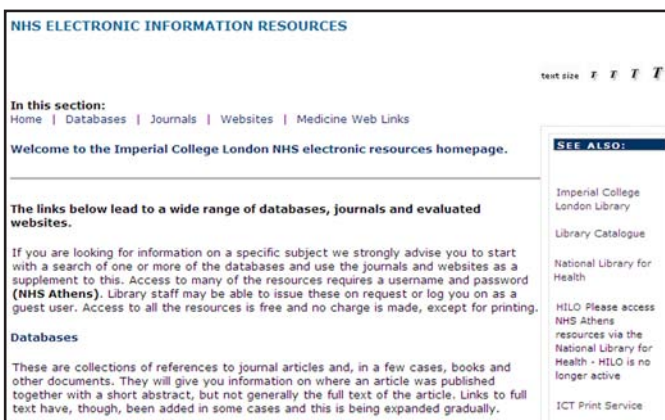


Fig. 1

From this homepage there are links to:

- Databases – for subject searching.
- E-journals – for locating articles.
- Websites (**NB** you cannot access resources such as Hotmail or Google).
- The Library catalogue – for finding books and journals.
- Word, Excel and PowerPoint.

DATABASES

On the homepage, click on the **Databases** link. A range of databases from both Imperial College London and the NHS will be listed (Fig. 2).



Fig. 2

To access databases provided by Imperial College London:

- Click on **Imperial College London Library Electronic Resources** at the bottom of the Databases screen.

To access databases provided by the NHS:

- Click on the relevant link (e.g. CINAHL)
- The Health Information Resources page will open up in a new window.
- You can enter your NHS Athens username and password by clicking 'Athens Login' in the top right corner of the screen. Please ask a member of library staff if you need to register for one.
- You can then select the databases you want to search by clicking 'Books, Journals and Healthcare Databases' under 'Resources' (Fig. 3).

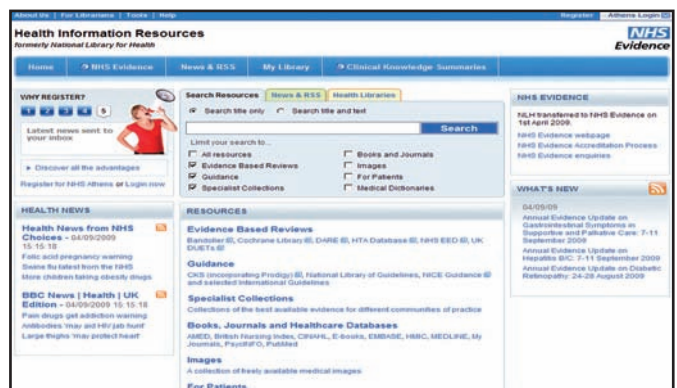


Fig. 3

For more information on how to use NHS databases effectively, ask the library staff for a copy of *NHS Athens: Getting started* or *NHS Athens: Improving your database search skills*.

Searching Tip: Although some articles are available in full-text, NHS databases primarily consist of references to journal articles. Most will give a detailed reference and a short abstract so that you can look for the article elsewhere (including the Imperial College London Library catalogue) if it seems relevant.

E-JOURNALS

You can access the e-journals provided by Imperial College London as well as those provided by the NHS.

- On the homepage, click on the **Journals** link. A range of journal resources will be listed (Fig. 4).



Fig. 4

To access journals provided by the NHS:

- Click on the **NHS Athens full-text e-journals** link and choose a journal from A-Z list
- Enter your NHS Athens username and password.

To access journals provided by Imperial College London:

- Click on **Imperial College London Library Electronic Journals** at the bottom of the screen.
- Select the journal(s) by clicking on the 'Find Journal' link.

Searching Tip: Using individual journal websites to find articles on a subject is not an efficient way of searching for information. It is better to start by doing a database search to find references and then use the library catalogue to find full-text articles.

SELECTED MEDICAL/NURSING WEBSITES

- From the homepage click on **Websites**.
- You will see a selection of websites which are helpful for getting medical/nursing information (Fig. 5).

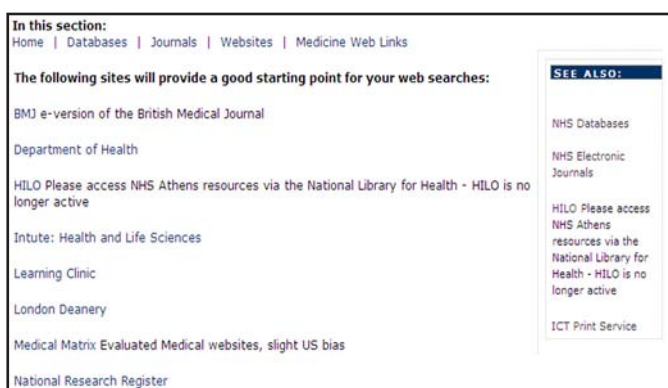


Fig. 5

Please note: The link for **Medicine web links** near the bottom of the page leads to more health and medical websites such as government bodies and professional societies. Imperial College London is required to abide by the terms of the JANET licence; therefore the Library is unable to give open Internet access to NHS users.

THE LIBRARY CATALOGUE

- On the right of the homepage, click on the **Library Catalogue** link (Fig. 1).
- A new window will pop up. To search the catalogue click on your site/campus icon.
- You can then choose to search by author, keyword, title or journal title, or select **Complex search options**.
- Ask library staff for more help if you cannot find what you need.

OFFICE APPLICATIONS

To access a MS Office application, click on the relevant tab (Word, Excel, etc.) on the toolbar at the top of the homepage.

SWITCHING BETWEEN OFFICE APPLICATIONS & WEB PAGES

Press and hold down the **Alt** key and then press **Tab** to move from one application to another.



IF YOU ARE STUCK ON A PAGE

Click on the **Home** button on your browser. This will take you back to the homepage.



HOW TO LOG OFF

Press **Ctrl+Alt+Delete**, click **Logoff** and click **Logoff** again.

HOW TO GET HELP

Library staff can help you with queries and searches and provide one-to-one or group training.