




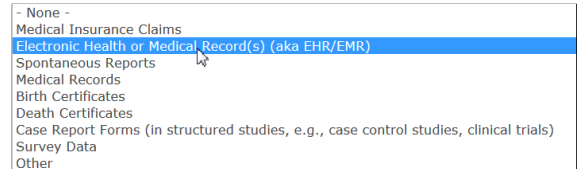
How to Conduct a Search

Welcome to BRIDGETODATA.org

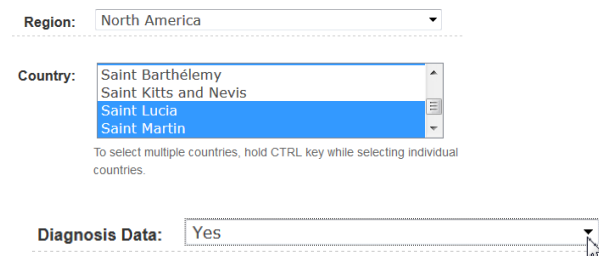
In this tutorial, we will concentrate on the basics of how to conduct a database search



1. From the [homepage](#), login with your username and password on the top right. 
2. To start a new search, click [Search »](#) in the getting started box on the right.
 - 25 different fields are available to customize your search
 - Keyword-based searches are Boolean “OR” searches and therefore any profile matching one or more of the search criteria will appear in the results.
3. For this demonstration we will search for Electronic Medical record databases in North America containing diagnosis data and information on diabetes.

4. Click the drop-down arrow next to Database Type and select “Electronic Medical Records”




- Most of the fields have a drop-down list with multiple options.
5. Click the drop-down for Region and select “North America”.
 - Searching by region will automatically select all countries within that Region.
 - Limit the search to fewer countries by holding down the [control] or [command] key and deselecting countries.



6. Enter “diab” as a wildcard keyword.
 - This will return results with diabetes as well as diabetic
7. Click the drop-down arrow next to “Diagnosis Data” and select “Yes”
8. When finished click  or to start over, click the  button
 - On the Search Results page you will see your total results in the top left.

There are 334 results for your search.

9. Save this search for retrieval by entering “diabetes” in the **Save this Search:** box and click **[Save]**.

- Retrieve by hovering over  in the title bar and selecting [My Saved Searches].


10. The Search Results page displays three database profiles at a time.


- Results are listed by descending Relevancy Ranking based on the percentage of terms matching the search criteria. **Percentage Match** 100% 100% 100%
- Within each relevancy rank, the profiles are listed in ascending alphabetical order of the database name.
- Below the percentage, you can see which criteria are matched for each respective profile.

Matched Criteria			
	- Keyword - Diagnosis Data - Database Type	- Keyword - Diagnosis Data - Database Type	- Keyword - Diagnosis Data - Database Type

11. To review or change your search parameters click .

- Click [Filter results] if any changes are made, or
- Click [Modify Search] again to go back to your results

12. Click  to export your list of results as comma separated values to view in Excel or Numbers.

13. View one profile alone by clicking a database name or use the select boxes and clicking .

- Each database profile contains 135 fields divided into 12 categories.

14. Select a blue tab on the left and browse all the fields in each category.

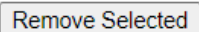


15. Page numbers are available on the top and bottom of the page to navigate through the results.

1 2 3 4 5 6 7 8 9 ... [Next Page >](#) [Last Page »](#)

16. While reviewing your results you may wish to discard some of the profiles.

- Remove a profile from your results, click one or more  buttons and click



- The profile(s) will slide over and the next result(s) will be visible.
- Add back removed profiles by selecting one, or more profiles with the control key and click [add]

Anolinx Active Patient Network (AAPN) (U ^
AnalytiCare Long Term Care (LTC) Data (L
AIHW National Death Index (NDI) (Austra ^



It will be reinserted to its original position.

We hope you found this tutorial useful. If you have any questions, email us at info@bridgetodata.org, or call 1-571-402-1576.