



social care
institute for excellence

Social Care Online Advanced Search Guide



Welcome to Social Care Online (SCO)

SCO is free to search but to use all of its features you will need a Social Care Institute for Excellence (SCIE) account.

social care institute for excellence

Home Advanced search Using our data About Help Register/sign-in

Social Care Online

The UK's largest database of information and research on all aspects of social care and social work.


Register or sign in

Search

About Social Care Online

Social Care Online is produced by the Social Care Institute for Excellence.

[Watch our introductory video](#)



[More about Social Care Online](#)

[Give us your feedback](#)

Social Care Online key features

Social Care Online has a Google-type standard search, is updated daily, and is free to use!

[Register or log in](#) to make best use of the resource and access all the following features:

- search filters in standard search
- links to available resources
- advanced search
- export results
- saved searches function
- email alerts

News - We have made changes to our search to improve your results. [Contact us](#) if you need more information.

Latest from SCO on Twitter



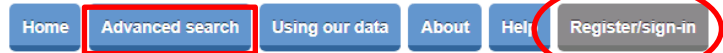
Social Care Online @SCIE_sco
tinyurl.com/yb8gye2j Report, commissioned by @keepmoatregen / ENGIE, sets out evidence for the benefits of developing specialist #retirement #housing for ppl aged over 55, incl cost effectiveness #olderpeople

Social Care Online @SCIE_sco
tinyurl.com/y9rchz6e Government consultation looks at improving access to #socialhousing for victims of #domesticabuse @CommunitiesUK

Advanced search guide

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Sign-in



Social Care Online

Sign in

Social Care Online is free to search but to use all of its features you will need a Social Care Institute for Excellence (SCIE) account.

If you already have a SCIE account, please enter your email address and password in the boxes on the right.

If you do not have a SCIE account, please use the 'Sign up today' link to go to the SCIE site. Once you have registered, you can return to Social Care Online and login using the details you gave us.

Email

Password

keep me signed in?

[Can't access your account?](#)

Don't have a SCIE account? [Sign up today](#)

Single field searching For more relevant search results select a field from the drop down list (rather than use the default, which is All fields)

	<ul style="list-style-type: none"> All fields All fields Subject term Title Author Editor Publisher Journal Publication year Location Abstract Content type Format type Full text free All fields exact Title exact Author exact Editor exact Publisher exact Journal exact Abstract exact 	<p>This is the list of fields that can be searched</p>
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Example: Author search for Caroline Coomber

	<p>1 Select the author <i>field</i></p> <p>2 Type the surname first and select the author from the list</p> <p>Note: if the author surname and first name are not listed type in the surname only</p>
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Example: Title search on dementia care

	<p>1 The search results from this search will include journal title, journal article and item titles (i.e books, reports and digital media)</p> <ul style="list-style-type: none"> Title All fields Title - Journal title - Journal article title - Item title <p>2 Select dementia care from the list</p>
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Note: “ “ (speech marks) searches **dementia care** as a phrase – rather than finding results where dementia and care occur in the title as individual words

Multiple field searching Use for combining search fields and for creating complex searches

A search strategy is built up by using more than one field combined with one or more of the 'operators' AND OR and NOT

AND - produces results that include BOTH terms

OR - produces results that include EITHER term

NOT- produces results that have one term but EXCLUDES another term

NOTE: If more than one 'operator' is being used the sequence is OR, AND, NOT

NOTE: Add a new field for each search term you want to use (1) Do not add more than one search term to a single search box (2)

Use the Reset form button to start clear the search box(es) and begin a new search (3)

Example: Single operator (AND) search - Digital resources produced by the Social Care Institute for Excellence

1 Select Publisher *field* from drop down list
 2 Type in publisher name
 3 Add field using Add field button
 4 Select Format type *field* from drop down list
 5 Select Digital media from the drop down list
 6 Run the search

(X) = Remove field button
 Reset form = Clears the search box(es)

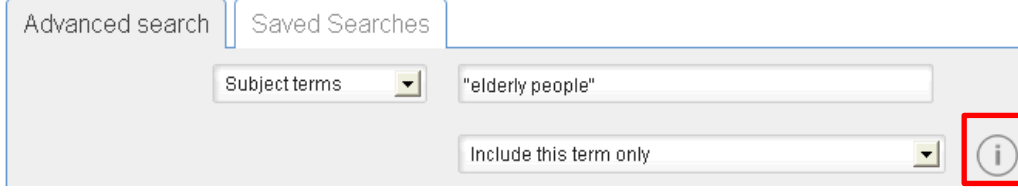
Example: Mixed operator (OR then AND) search - Social care journals relating to children and/or young people

1 to 8 indicate elements of the search
 9 Run the search

Subject term searching The most powerful way of searching Social Care Online is to use Subject terms

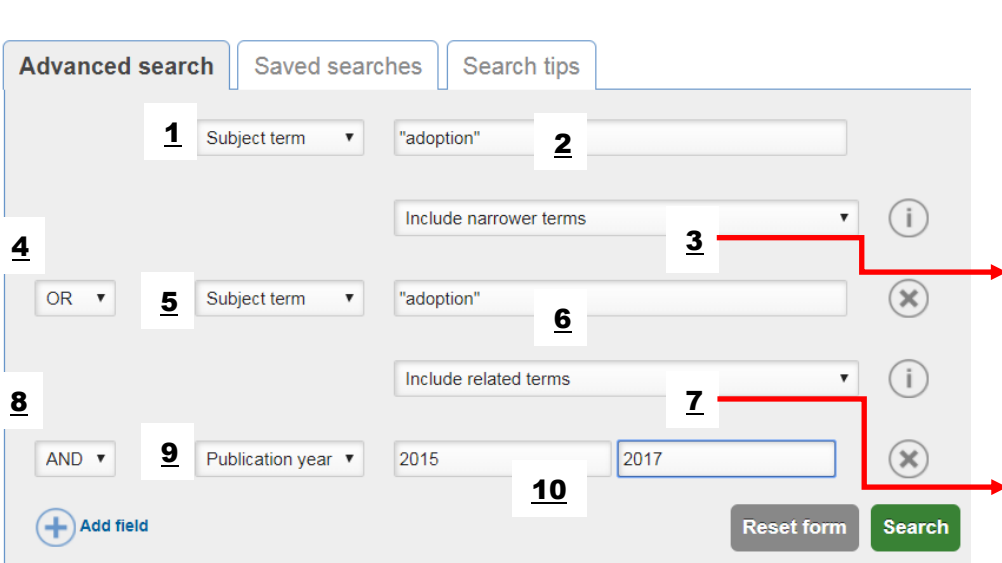
These are assigned to each resource and support effective searching by picking up variations in terminology under one subject term (eg older people picks up references to elderly, elderly people & senior citizens)

Example: Search for elderly people – produces 0 results

 <p>Advanced search Saved Searches</p> <p>Subject terms "elderly people"</p> <p>Include this term only</p> <p>Unfortunately no results can be found</p>	<p>Click on Information </p> <p>Term details for 'elderly people'</p> <p>Preferred term:</p> <p>older people</p>
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Narrower terms and related terms can be included in a search query to rapidly build up complex search strategies. In the example below all the additional terms will be searched along with the subject term adoption

Example: Adoption resources on Social Care Online published from 2015 to 2017

 <p>Advanced search Saved searches Search tips</p> <p>1 Subject term "adoption" 2</p> <p>4 OR 5 Subject term "adoption" 6</p> <p>3 Include narrower terms</p> <p>8 AND 9 Publication year 2015 10 2017</p> <p>7 Include related terms</p> <p>11 Search</p>	<p>1 to 10 indicate elements of the search</p> <p>Term details for 'adoption'</p> <p>Broader terms</p> <p>social care</p> <p>Narrower terms</p> <p>intercountry adoption, open adoption, post adoption services, transracial adoption</p> <p>Related terms</p> <p>access to birth records, adopted children, adoption agencies, adoption allowance, adoption contact registers, adoptive parents, birth parents</p>
	<p>11 Run the search</p>

Saving search queries Save searches allow you to re-run searches, build up a complex search query or subscribe to email alerts (p10)

Example: Saving and combining saved searches on adoption or foster care

(1 to 7) Set up the search strategy

8 Run the search

9 Give the search query a name

Keep the Current search group (searches can be saved into separate folders)

10 Save the search

10

11

Your search is recorded within the Saved searches tab

11 Click on the Advanced search tab to return to the search form

	Created	Name
<input type="checkbox"/>	21 Nov 2017	ADP

Reset the form and set up and save the search query for foster care

Saved searches

Example: Re-running a saved search

Go to the Save Searches tab

Advanced search **Saved searches** Search tips

Select All/None Created Name

	Created	Name
<input type="checkbox"/>	20 Nov 2017	personalisation
<input checked="" type="checkbox"/> 1	21 Nov 2017	ADP
<input type="checkbox"/>	21 Nov 2017	FCare 2

Saved search tools Current search group... Go to Action menu... Go

Action menu...
Search again
Re-run search
Combine with AND
Combine with OR
Combine with NOT

3

3 Click on Go

Example: Combine saved searches using OR

Go to the Save Searches tab

Advanced search **Saved searches** Search tips

Select All/None Created Name

	Created	Name
<input checked="" type="checkbox"/> 1	21 Nov 2017	ADP
<input checked="" type="checkbox"/>	21 Nov 2017	FCare

Saved search tools Current search group... Go to Action menu... Go

Action menu...
Search again
Re-run search
Combine with AND
Combine with OR
Combine with NOT

3

3 Click on Go

Search result tools ADF and Fcare Current search group... Save Search

4

4 Save the search results as ADF and Fcare

Combine saved searches using AND

Example: Adoption and foster care resources published in 2017

<p>Advanced search Saved searches Search tips</p> <p>1 Publication year ▼ 2017 2017</p> <p>+ Add field</p> <p>Reset form Search</p>	<p>1 Run a search on the year</p> <p>2 Save the search</p>
<p>Search result tools PUB2017 2 Current search group... ▼ Save Search</p>	

NOTE: For a single publication year it is necessary to type in the year twice

Go to the Save searches tab

<p>Advanced search Saved searches Search tips</p> <p>Select All/ None Created Name</p> <p>3 21 Nov 2017 ADF and Fcare</p> <p>21 Nov 2017 PUB2017</p> <p>Saved search tools Current search group... ▼ Go to Combine with AND ▼ Go</p> <p>4</p>	<p>3 Select the Saved searches</p> <p>4 Combine the 2 searches (ADF and Fcare) with PUB2017 using AND</p> <p>Combine with AND ▼</p> <p>Action menu...</p> <p>Search again</p> <p>Re-run search</p> <p>Combine with AND</p> <p>Combine with OR</p> <p>Combine with NOT</p>
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Saving individual search queries allows for more flexibility when building up complex searches

Export search results

Example: Search on arts and dementia

Advanced search
Saved searches
Search tips

Subject term

"dementia"

▼

Include this term only

▼

i

AND ▼

Subject term

"arts"

x

Include narrower terms

▼

i

+ Add field

Reset form

Search **1**

2

Search result tools
Name saved search
Current search group... ▼
Save Search
Review and export all results

Export Search Results

Select report format:

CSV ▼

Export selected

5

131 records available for export

Select All/ None

	Title	Author(s)	Editor(s)	Pub. year	Format
<input type="checkbox"/>	^ Young dementia: together in perfect harmony <small>Journal article citation: Journal of Dementia Care, 25(5), 2017, pp.20-21.</small> <small>Abstract: There is growing evidence of the impact of singing on wellbeing. The authors (an occupational therapist and a singer and musician) report on their choir, the Harmony Choir, which not only enables them to sing in harmony, but also creates a harmonious feeling of togetherness and belonging among people with young onset dementia (YOD) and their families and carers. The choir offers a number of things, including cognitive and social challenges; learning new songs, complex rhythms, and warm-up exercises.</small>	WATTS Claire, FINDLAY Sabrina		2017	journal article
<input type="checkbox"/>	v Giving dementia a voice	CALLARD Felicity, LOVESTONE Simon, PRITCHARD Megan		2010	journal article
<input type="checkbox"/>	v Love is listening	SCOTT Helen		2017	journal article
<input checked="" type="checkbox"/>	v Music Mirrors reminiscence resource	SEMPLE Amy, EDWARDS Heather R.		2017	journal article
<input checked="" type="checkbox"/>	v "Music in Mind" and Manchester Camerata: an exploratory qualitative evaluation of engagement in one care home in Northwest England	CAMPBELL Sarah		2017	journal article

3

4

1 Run your search

2 Go to Review and export all results

3 Use tick boxes to select individual records to export or click on Select All

4 Select report format from the drop down menu

5 Click on Export selected button

Records can be exported as the following files

CSV is a tabular file format, which easily allows the data to be opened with MS Excel (and other spreadsheets).

RIS is a standard format that can be used by several common brands of reference management software such as EndNote, Reference Manager or RefWorks.

TXT is purely just a text dump of the data, which can then easily be copied into an email / MS word doc, etc.

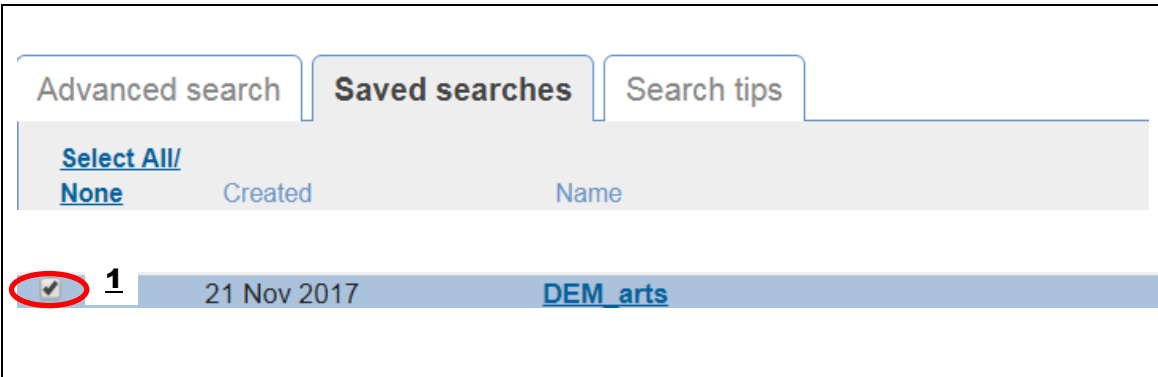
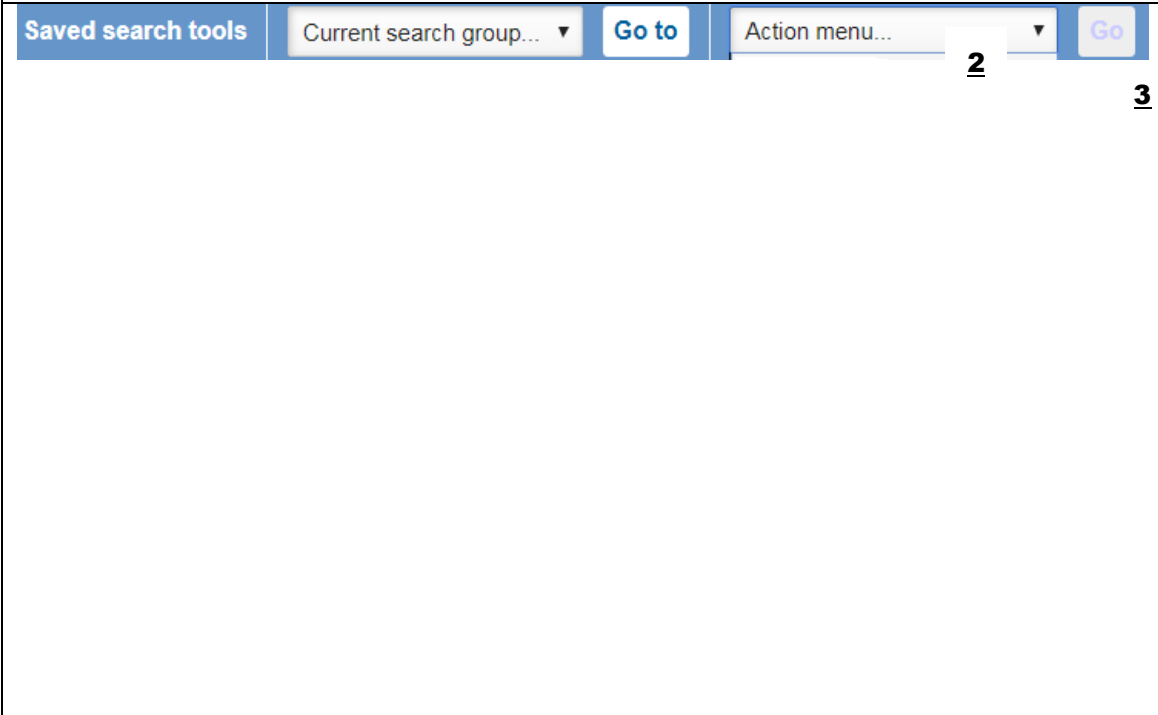
XML is a structured file format, which is best if you want to import the data into another data-based system.

Subscribe/unsubscribe to email alerts

Subscribe to an email alert to be notified when new records are added to Social Care Online that match your saved search(es).

To subscribe to an email alert you need to be registered/logged on to Social Care Online and have saved search(es).

Email alerts are published weekly.

	<p>1 Select the saved search for which you want to receive alerts using the 'Select All/None' checkbox (see page 6 for help on saving searches).</p>
	<p>2 From the Action menu select 'Subscribe to selected'</p> <p>3 Click on Go</p>

✓ A tick in the subscribed column (far right) shows you have subscribed successfully.

Unsubscribe to an email alert using the Action menu

Note: Deleting a saved search will also automatically delete any email update alert you have subscribed to.