The user guides on this page detail features and functions common throughout EBSCO Interfaces.

- **EBSCO Interfaces - User Guide**

This user guide covers the features and functionality common throughout several EBSCO interfaces such as EBSCOhost, EBSCO Discovery Service, Business Searching Interface, and more:

- Accepting a Shared Folder
- Can I access my personal My EBSCOhost folder from any institution that has access to EBSCOhost?
- Advanced Search on EBSCO Interfaces - Guided Style
- Advanced Search on EBSCO Interfaces - Single Find Field
- Applying Search Modes in EBSCOhost and EBSCO Discovery Service
- How does the Auto Correct Search Terms feature work?
- Basic Search on EBSCO Interfaces
- Browsing Indexes in EBSCO Interfaces
- Browsing Publications in EBSCO Databases
- Browsing & Searching Cited References
- Browsing Subjects, People and Places in EBSCO Interfaces
- Browsing EBSCO Databases Using the Thesaurus
- Choosing EBSCO Databases to Search
- Citing Articles in ABNT Style
- Citing Articles in AMA Style
- Citing Articles in APA Style
- Citing Articles in Chicago: Author-Date Style
- Citing Articles in Chicago: Humanities Style
- Citing Articles in Harvard: Australian Style
- Citing Articles in Harvard: Author-Date Style
- Citing Articles in MLA Style
Citing Articles in Vancouver/ICMJE Style

◦ Citing EBSCO eBooks
◦ Citing Images
◦ Why am I required to consent to EBSCO’s privacy policy before logging into my personal EBSCOhost folder?
◦ EBSCOhost Folder - Frequently Asked Questions
◦ EBSCO Interfaces Glossary
◦ Exporting up to 25,000 Results
◦ How to Export Citations in CSV Format
◦ Reading Flipster Magazine Articles in EBSCOhost and EBSCO Discovery Service
◦ How are phrases searched?
◦ How can I improve my search results?
◦ How does the Did-You-Mean feature work?
◦ How do I create a proximity search?
◦ How to Create an EBSCO Account in a COPPA-Compliant Interface
◦ How to Create and Manage a My EBSCOhost Account
◦ How to Create a Search Alert from the Search Screen
◦ How to create notes on EBSCOhost articles
◦ How to Email EBSCOhost Records
◦ How to Print EBSCOhost Records
◦ How to Save EBSCOhost Records
◦ How to Use Custom Folders
◦ How to Use Journal Alerts
◦ How to Use One-Step RSS Journal Alerts
◦ How to Use Search Alerts
◦ How to Use the EBSCO Cite feature
◦ How to Use the Export Manager
◦ How to Use the My EBSCOhost Folder
◦ Image Searching in EBSCO Interfaces
◦ Lexiles - Frequently Asked Questions
◦ How do limiters display on a multi-database search?
◦ NAICS Codes by Description
◦ NAICS Codes in SIC Code Order
◦ How to Use One-Step RSS Search Alerts
◦ PDF Full Text Viewer
◦ Reading an Article on EBSCO Interfaces
Saving Your Search History using My EBSCOhost
◦ Searching for Company Information
◦ Searching for Company Profiles in EBSCO Interfaces
◦ Searching for Videos on EBSCO Interfaces
◦ Searching the Dictionary on EBSCO Interfaces
◦ Searching with Boolean Operators
◦ Searching with Field Codes
◦ Setting Preferences in EBSCO Interfaces
◦ Sharing Custom Folders
◦ Single vs. Plural Searching
◦ How to translate the language of the EBSCO interfaces and/or HTML Full Text
◦ Using the Ask-A-Librarian Feature
◦ Searching for article citations with Citation Matcher
◦ Using Custom Fields when Printing, E-mailing, or Saving Results
◦ Using Expanders to Broaden Your Search
◦ Using Facets in EBSCO Interfaces
◦ Using Image Quick View
◦ Using Limiters to Refine Your Search
◦ Using Search History on EBSCO Interfaces
◦ Using the Text-to-Speech Feature
◦ Using Wildcards and Truncation
◦ Viewing Results in EBSCO Interfaces
◦ What are stop words and how does EBSCO’s search engine handle them?
◦ What is RSS?

See all »

• EBSCO Interfaces - Frequently Asked Questions

This guide provides general information FAQs pertaining to several EBSCO interfaces and database products.
◦ ABC CLIO - Generating Usage Statistics
◦ ABC-CLIO Support Center User Guide & Quick Start Tutorials
◦ Accessing MathSciNet through EBSCO Discovery Service and EBSCOhost
◦ What is the Apply Equivalent Subjects expander?
What is EBSCO's authorized user policy in regard to electronic reserves and transferring content to other libraries?
- Available RSS feeds about EBSCO
- Business Information Portal for Corporate Learning
- How can I change the database order for my EBSCOhost Search Box?
- How can I change the default search screen to Basic Search or Advanced Search for the EBSCOhost Search Box?
- How do I contact EBSCO Subscription Services (ESS)?
- How do I contact Innovative Interfaces Inc. (Ili WAM proxy, WebBridge, Research Pro, Metafind, library catalog) for support?
- How can I contact technical support for Stacks?
- Accepting Cookies and Using Cookie Authentication - Frequently Asked Questions
- What is the correct syntax for an EBSCOhost or EBSCO Discovery Service Persistent Link?
- Create an EBSCO search box
- How can I create an HTML subject-specific search box with limiters for my institution's web site?
- How can I create an EBSCOhost Search box using HTML instead of JavaScript?
- How do I create an EBSCOhost search box with a date range option?
- How can I create an extended tabbed search box for my institution's web site?
- How can I create an HTML only subject-specific search box for my institution's web site?
- How can I create a subject-specific search box for my institution's web site?
- What is the difference between Academic Journals and Scholarly (Peer-Reviewed) Journals?
- What is the difference between a “database” and an “interface?”
- What are the direct URLs to access the ABC CLIO databases?
- EBSCOhost Multilingual Support FAQs
- How does the EBSCOhost search engine perform when facets are selected on the Result List?
- How does EBSCO's Autocomplete feature work?
- What are EBSCO’s Corporate Learning Solutions databases?
- Where can I learn more about EBSCO's available training resources?
- Using the EBSCO Direct URL Builder Tool
- EBSCO Domains for Firewalls, Proxy Servers, and Whitelists
- Does EBSCO provide documentation for professional development credit?
- Can I embed EBSCO product tutorials into my institution's web site?
- Which fields can be searched using the “Select a Field” drop-down list?
- Where can I find formatted examples of different Citation styles?
- How can I find out if my computer is running a 32-bit or 64-bit version of Windows in Windows 7 or Windows Vista?
- What do I do if I forgot my password?
How can I generate the code needed to create an app displaying a specific Twitter user's feed on the Result List?

How does EBSCO categorize content as an Academic Journal, Trade Publication, or Magazine?

How do I contact One Search by the Follett Software Company for support?

How do I update my browser?

Identifying Fraudulent or Phishing Emails

How can I incorporate EBSCO support resources into my institution's LibGuides or other web-based library resources?

Can I integrate my EBSCO resources with the Boopsie for Libraries app?

Minimum Browser Requirements for EBSCO Interfaces

MyHeritage Library Edition - Frequently Asked Questions

Why am I not able to receive emails from EBSCO?

Online Training - Frequently Asked Questions

Online Training Guide

How does EBSCO prevent duplicate results from appearing in the search results list?

Product Buttons, Logos, and Try It Now Ads

Receiving Emails and Alerts from EBSCO Interfaces - Troubleshooting FAQs

Why am I receiving a "Plug-in not found" error when opening a PDF on a Mac using Safari?

The ROI of Corporate Learning - White Paper

The ROI of Corporate Libraries & Research Solutions - White Paper

Can I search EBSCOhost or EBSCO Discovery Service in multiple languages?

What are the search elements I can use to obtain additional results when using apps?

Why is my search failing when searching with parentheses?

Can I search EBSCOhost or EBSCO Discovery Service using words with diacritics?

Using strong passwords in EBSCO products and interfaces

Where can I get support for Medcom Nursing Videos?

Where can I find support for ReferenceUSA databases?

Why does the total number of results change on the final page of the result list?

Training Session Evaluation Form

Why do truncation (*) searches sometimes return fewer results?

Where can I find tutorials on EBSCO interfaces?

How do I use the EBSCO Search Box Builder tool?

What are Apps (aka Widgets)?

What are Scholarly (Peer Reviewed) publications?

What criteria does EBSCO use when including journals in databases?

What is AHFS Consumer Medication Information?

What is an unqualified search?
What is diacritic search?
What is EBSCO's Controlled Vocabulary?
What is JSTOR?
What is SmartText searching?
What is TOXINZ?
What level of support does EBSCO offer?
Where can I find customer success stories about EBSCO products and services?
Which EBSCO interfaces are COPPA compliant?

See all »

• Point of Care - User Guide

This user guide covers features and functionality common throughout EBSCO's Point of Care products, including Nursing Reference Center, Patient Education Reference Center, Rehabilitation Reference Center, and more.

- How do I add my logo to a Custom Printout for the Point-of-Care products?
- Point of Care Reference Centers - Customized Printouts
- How do I customize the Search Other Services area?
- Point of Care Reference Centers - Custom Folders
- Can EBSCO medical products be used with EMR/EHR systems?
- How can I enable customized patient handouts for the Point-of-Care products?
- Point of Care Reference Centers - E-mailing Articles
- Point of Care Reference Centers - Exporting Articles
- Point of Care Reference Centers - Printing Articles
- Point of Care Reference Centers - Saving Articles
- Point of Care Reference Centers - Saving Searches
- Point of Care Reference Centers - Saving Search Alerts
- Point of Care Reference Centers - Search History
- Point of Care Reference Centers - Sending Feedback
- Point of Care Reference Centers - Setting Preferences
- How do I set up referential searching from a MEDITECH system to an EBSCO Resource?
- Point of Care Reference Centers - Using the Folder

See all »
Associated Press (AP) Video Collection

This guide features Frequently Asked Questions pertaining to the Associated Press Video Collection available through several databases on EBSCOhost, EBSCO Discovery Service, and Explora.

- Browsing and Viewing AP Videos
- Enabling and Disabling AP Videos in EBSCOadmin
- I use Explora's Primary Schools version. Why don't I see AP Videos in my search results?
- How do I include a direct link to an AP Video?
- How often is the AP Video Collection updated?
- What is included in the Associated Press Video Collection?
- Where does the AP Videos carousel display?
- Which subjects and time periods are covered by AP Videos?
- With which web browsers are AP Videos compatible?

See all »

• Resources for Students

This guide contains handouts and helpful tips for students using EBSCO resources to complete research and other class assignments.

- How to Avoid Plagiarism
- How to Cite Information
- How to Take Good Notes
- How to Write a Thesis Statement
- How to Write a Works Cited
- Recipe for Research: A 9-Step Process for Acquiring and Organizing Information for your Research Assignment
- Research & Writing Tips for Students
- Student Guide to Lexiles
- Student Guide to Persuasive Essays and Debates

See all »
• Resources for Educators

This guide includes helpful resources for teachers and teacher-librarians.

◦ African-American Explorers and Innovators: An Interdisciplinary Unit
◦ Collection Development Resources
◦ Complete Online Package - Alignment with Common Core State Standards
◦ EBSCO’s Curriculum Standards Module Tutorial
◦ Digital Information Literacy Rubric
◦ EBSCO’s Curriculum Standards Module Overview
◦ EBSCO and the AASL Standards Framework for Learners - Alignment Guide
◦ EBSCO Databases in the Classroom Lesson Plan Template
◦ EBSCO Interfaces and Databases in Curriculum Integration
◦ Lesson Plan: Spotting Fake News and Images on the Web
◦ Middle Online Package - Alignment with Common Core State Standards
◦ Primary Online Package - Alignment with Common Core State Standards
◦ Search Query Exercises
◦ Five Ways to Use EBSCO’s School Products to Support STEAM Instruction and the Common Core
◦ Five Ways to Use EBSCO’s School Products to Support STEM Instruction and the Common Core
◦ The Lexile Framework: A MetaMetrics White Paper
◦ Ultra Online Package - Alignment with Common Core State Standards
◦ Using EBSCO’s Curriculum Standards Module
◦ Using EBSCO Databases in the K-12 Classroom
◦ Vocational Studies Complete - Alignment with Common Core State Standards
◦ Where can I find lesson plans that integrate EBSCO resources?

See all »

• Resources for Librarians

This guide contains helpful resources for librarians.

◦ Assessing Library Success
Building Library Success Using the Balanced Scorecard

- Grants & Funding Sources for Libraries
- Job and Career Posters for Public Libraries
- Music Resources Poster for Public Libraries
- Public Library Tips - Sample Social Media for Promoting EBSCO Databases

See all »

- **G Suite (Google) Apps for Education User Guide**

  - Why should I use Chrome Apps for EBSCOhost, EBSCO Discovery Service or Explora?
  - How do I configure a profile to utilize the Google Classroom sharing functionality?
  - Google Classroom Quick Start Guide for Educators
  - Google Drive - Troubleshooting FAQs
  - How to Use Google Drive with EBSCO Interfaces
  - How do I disable Google Drive saving in EBSCOadmin?
  - How do I share EBSCO content to Google Classroom?
  - Can I sign in to EBSCOhost, EBSCO Discovery Service or Explora using my Google login credentials?
  - What are Google Chrome Apps and are they available for EBSCO interfaces?

See all »

- **Multilingual EBSCO FAQs**

  - Amélioration EBSCO à venir en matière de confidentialité et de sécurité des données
  - Comment configurer l’authentification par identifiant et mot de passe (User ID/Password) ?
  - Comment les éléments diacritiques s’intègrent-ils dans vos recherches
  - Como Criar e Gerenciar a Minha Conta EBSCOhost
  - 什么是变音符号检索?
  - 什麼是變音符號检索?
  - EBSCO směrem k lepšímu standardu zabezpečení osobních dat
  - Предстоящие улучшения в приватности и безопасности EBSCO
  - มาตรการเพิ่มความปลอดภัยและความเป็นส่วนตัวที่กำลังจะเกิดขึ้นใน EBSCO
  - Fissata a partire dal 1 ottobre 2018 la scadenza delle password User ID di accesso alle risorse EBSCO

https://help.ebsco.com/interfaces/EBSCO_Guides
Last Downloaded: September 28, 2018
Google Sign In FAQs for Administrators (Thai)

- Mise à niveau des mots de passe à compter du 1er octobre 2018
- Las próximas mejoras de privacidad y seguridad de EBSCO
- As próximas melhorias de privacidade e segurança da EBSCO
- Ограниченный срок действия паролей – вступает в силу с 1 октября
- As senhas ID de usuários começarão a expirar em 1º de outubro
- User ID Password หมดอายุ 1 ตุลาคม 2561
- 使用者帳戶密碼將於10月1日起過期
- Kullanıcı Hesaplarına Ait Şifreler 1 Ekim'den İtibaren Süreli Olacaktır
- Utilisation de mots de passe complexes dans les produits et interfaces EBSCO

See all »