



How to Search the Opioid Industry Documents Archive

A Quick Start Guide

The Opioid Industry Documents Archive is a collaborative project

by the <u>University of California, San Francisco</u> (UCSF) and <u>Johns Hopkins University</u> (JHU)

It is hosted by the <u>UCSF Industry Documents Library</u> (IDL)

How to Access

- Direct URL: <u>https://stage.idl.ucsf.edu/opioids</u>
 OR
- From the Main IDL homepage:

Click on *Opioid Industry Documents* in the Highlights Section:



OR

• Click the **Opioids** tab in the menu bar:

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A portal to millions of documents created by industries that influence public health, hosted by the UCSF Library.															
	ADVANCED SEARCH														

How to Search

- Use the Search box on the **Opioid Industry Documents Archive page**
- Add terms, names and keywords to the Search box combined with basic Boolean operators (AND, OR, NOT)



• You can also search in specific metadata fields such as Title, Author, and Document Date:

```
Example = title:OxyContin
Example = author:"Purdue Pharma"
(more than one term? Enclose in quotes)
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- All opioid collections are searched by default
- To search a specific opioid collection(s), open the Opioids Collections menu under Search Options

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An archive of millions of documents created by opioid manufacturers and related companies, hosted by the UCSF Library in collaboration with Johns Hopkins University.												
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- Want more information about a specific opioid collection?
 - look under the **Collections drop-down menu** and click the appropriate link for the specific collection page

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How to View

On the Search Results page you can browse a list of documents and see brief descriptions and metadata.



Click on a document title, or on the PDF thumbnail, to view it.

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Bookmarks 50



How to Save and Download

- You can **save** a document record to 'Bookmarks' by clicking on the Bookmark icon:
- You can **download** a document to your computer by clicking on the Download icon:
- Access your Bookmarks any time from the button at the bottom of the screen





More Information

Take a tour

Click the **Take a Tour** button at the top of the site for a quick click-through tutorial on how to use more advanced features in the Industry Documents Library

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Contact Library staff on the Ask Us page

