How to Search the Opioid Industry Documents Archive

A Quick Start Guide

The Opioid Industry Documents Archive is a collaborative project by the University of California, San Francisco (UCSF) and Johns Hopkins University (JHU)

It is hosted by the UCSF Industry Documents Library (IDL)
How to Access

• Direct URL: [https://stage.idl.ucsf.edu/opioids](https://stage.idl.ucsf.edu/opioids)

OR

• From the Main IDL homepage:
  
  Click on *Opioid Industry Documents* in the Highlights Section:

  ![Highlights](Image)

  OR

• Click the **Opioids** tab in the menu bar:
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)
• All opioid collections are searched by default
• To search a specific opioid collection(s), open the Opioids Collections menu under Search Options
• 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
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.
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

Bookmarks are temporarily saved until you leave the website. If you want to store your Bookmarks for another time, you will need to register for a free account. Go to **My Library** in the top right, click **Login**, and click **Create an account**.
More Information

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.

Contact Library staff on the [Ask Us page](#).

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