

Example of a search log

Platform	Database	Search dates	Date search conducted	# records retrieved & downloaded	Duplicates removed	Final # records to screen	#records included (if this level of detail is needed)
OvidSP	MEDLINE	1954 to March 2013	4 th April 2013	5425	132

De-duplicate in an agreed order, for example if MEDLINE has the most complete and accurate records de-dupe against this first.

When each batch of records is downloaded into your reference software make sure you tag or label it with the database of origin and search date.

You may want to save the duplicates out into a separate library just in case!