

NEW REAXYS WORKFLOWS

- These workflows cover the most commonly used workflows in (NEW) Reaxys.
- They are organised in 6 groups based on the type of search or activity and within each group the workflows are numbered
 - e.g. QS1, which outlines the general way to start most searches in Reaxys, is the first workflow labelled under **Quick Search**
- The 6 groups are:

QS	-	Quick Search
QB	-	Query Builder
D	-	WORKING WITH DOCUMENT RECORDS
S	-	WORKING WITH SUBSTANCE RECORDS
R	-	WORKING WITH REACTION RECORDS
O	-	OTHER WORKFLOWS
- Each of the workflows is linked to a summary after which follows an example. At the end of the example a [Back](#) button takes you to the referring slide.
- Workflows in Reaxys could also be organised by documents, substances, reactions and properties
 - The Tables on the next two slides list the workflows and indicate the class of searches/results to which each workflow may apply
 - If you wish to find substances, then look through the Substances column and go to the workflow in the Topic column that best describes the particular search you wish to do

REAXYS WORKFLOWS – QUICK SEARCH & QUERY BUILDER

Number (and link)	TOPIC	General	Documents	Substances	Reactions	Properties
QS1	START ANY SEARCH					
QS2	SEARCH FOR A SUBSTANCE WITH A COMMON NAME					
QS3	SEARCH FOR A SUBSTANCE BY (SUB)STRUCTURE					
QS4	SEARCH FOR A REACTION BY TEXT TERMS					
QS5	SEARCH FOR REACTIONS BY (SUB)STRUCTURE					
QS6	SEARCH FOR A GENERAL PROPERTY					
QS7	SEARCH FOR A PROPERTY OF A SUBSTANCE					
QS8	SEARCH FOR A PROPERTY OF A GROUP OF SUBSTANCES					
QS9	TAKING CONTROL IN SEARCH REAXYS					
QB1	ADDING FIELDS AND FORMS TO WORKSPACE					
QB2	ADDING ICONS TO WORKSPACE					
QB3	WORKING WITH FIELDS					
QB4	WORKING WITH FORMS					
QB5	WORKING WITH QUERYLETS					
QB6	WORKING WITH SUBSTANCE BASIC INDEX (quick way to search for substances by text terms)					
QB7	WORKING WITH REACTION BASIC INDEX (quick way to search for reactions by text terms)					
QB8	WORKING WITH SPECIFIC QUERYLETS (MOLECULAR FORMULA)					
QB9	WORKING WITH SPECIFIC QUERYLETS (KEYWORDS)					
QB10	GROUPING AND UNGROUPING QUERYLETS					
QB11	MODELLING FROM DISPLAYS THROUGH EDIT IN QUERY BUILDER					

REAXYS WORKFLOWS – DOCUMENTS, SUBSTANCES, REACTIONS, OTHER

Number	TOPIC	General	Documents	Substances	Reactions	Properties
D1	GETTING SUBSTANCES FROM DOCUMENT RECORDS					
D2	GETTING REACTIONS FROM DOCUMENT RECORDS					
D3	GETTING CITATIONS TO DOCUMENT RECORDS					
D4	FINDING AUTHORS					
D5	NARROWING DOCUMENTS USING FILTERS AND ANALYSIS					
D6	NARROWING/BROADENING DOCUMENT RECORDS WITH FIELDS/ OPERATORS					
S1	GETTING DOCUMENTS FROM SUBSTANCE RECORDS					
S2	GETTING REACTIONS FROM SUBSTANCE RECORDS					
S3	USING SYNTHESIS PLANNER (from SUBSTANCE RECORDS)					
S4	GETTING PROPERTIES FROM SUBSTANCE RECORDS					
S5	USING FILTERS AND ANALYSIS (SUB)STRUCTURE					
S6	USING FILTERS AND ANALYSIS (AVAILABLE DATA)					
S7	NARROWING SUBSTANCES THROUGH SEARCHES IN ADDITIONAL FIELDS					
S8	GETTING SUBSTANCE RECORDS IN OTHER DATABASES					
R1	GETTING DOCUMENTS FROM REACTION RECORDS					
R2	GETTING SUBSTANCES FROM REACTION RECORDS					
R3	USING SYNTHESIS PLANNER (from REACTION RECORDS)					
R4	USING FILTERS AND ANALYSIS (for REACTIONS)					
R5	NARROWING REACTIONS THROUGH SEARCHES IN ADDITIONAL FIELDS					
O1	COMBINING ANSWERS					
O2	EXPORTING ANSWERS					
O3	CREATING ALERTS					

REAXYS WORKFLOWS – SPECIAL TOPICS & PRACTICE PROBLEMS

Number	TOPIC	General	Documents	Substances	Reactions	Properties
ST1	INFORMATION FROM PATENTS	?	?	?	?	?
ST2	MATERIALS SCIENCES					
ST3	TEACHING NAMED ORGANIC REACTIONS					
ST4	APPLICATIONS IN OIL AND GAS INDUSTRY					
P1	PRACTICE PROBLEMS (DOCUMENTS)					
P2	PRACTICE PROBLEMS (SUBSTANCES)					
P3	PRACTICE PROBLEMS (REACTIONS)					
P4	PRACTICE PROBLEMS (PROPERTIES)					