

# Emerald platform tutorial



# “Your Profile”



Research you can use

A login form with a grey header containing a minus sign and the word "Login". Below the header are two input fields: "Username:" and "Password:". A "Login" button is positioned to the right of the password field. A green box highlights the entire login form area.

Access “Your Profile” account using the login box on the left-hand navigation.



- [Athens/Institutional login](#)
  - [Forgot password?](#)
- Welcome:**  
Guest

Search for:

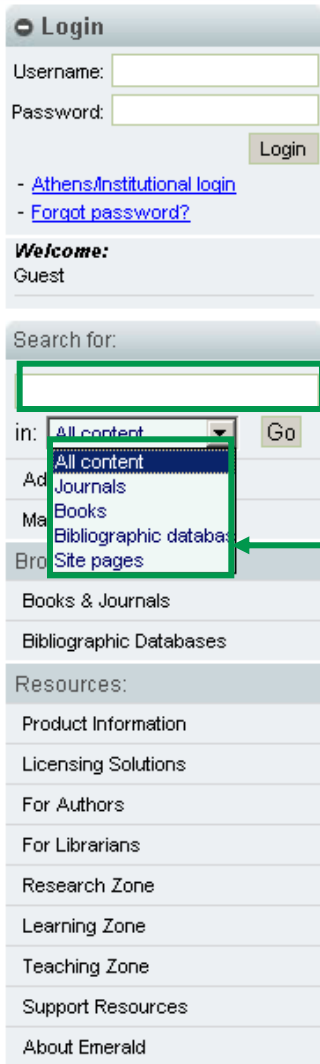
  
in:  

- Advanced search
- Marked lists
- Browse:
- Books & Journals
- Bibliographic Databases
- Resources:
- Product Information
- Licensing Solutions
- For Authors
- For Librarians
- Research Zone
- Learning Zone
- Teaching Zone
- Support Resources
- About Emerald

“Your Profile” allows the user to create a personalized area where they can manage their research. To create a “Your Profile” account, select “Register” at the top of the page and complete the registration form.

## Features of “Your Profile”:

- **Your Marked Lists** – The user can keep a record of a selection of search results to which refer back.
- **Digests & Newsletters** – By selecting subject areas of interest will receive updates that relate to these interest areas. Can also subscribe to other newsletters such as Emerald Administrators list and *Emerald Global Newsletter*.
- **Table of Contents Alerts** – The user can receive updates for new issues or chapters for favourite book series or journal titles.
- **Your Favourites** – By adding book series and journals to “Your Profile” account the user has a quick access point to favourite titles.
- **Saved Search Alerts** – You can save the searches you have performed and then receive alerts when new content has been added that relates to your searches.



**Login**

Username:

Password:

Login

[- Athens/Institutional login](#)

[- Forgot password?](#)

**Welcome:**  
Guest

Search for:

in:  Go

- All content
- Journals
- Books
- Bibliographic databases
- Site pages

Books & Journals

Bibliographic Databases

**Resources:**

- Product Information
- Licensing Solutions
- For Authors
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The search box is situated on the left-hand side of the homepage for ease of access. This is a simple search where you have just **one search box to enter a word or phrase**.

### Restrict your search by content type:

- **Journals** – searches within eJournal content.
- **Books** – searches within eBook Series content.
- **Bibliographic database** – searches within *Emerald Abstracts* and *Emerald Management Reviews*.
- **Site pages** – searches within the pages of Emerald’s website.
- **All content** – searches within all the above.

### Searching on a word or phrase ...

*For example:*

Searching: “brand management” will find these words within your search results:

- Exactly as written (e.g. “product **brand management**”)
- OR
- Divided by other word(s) (e.g. “**brand** knowledge **management**”)

# Advanced search



Research you can use

**Login**

Username:

Password:

[- Athens/Institutional login](#)  
[- Forgot password?](#)

**Welcome:**  
Guest

---

Search for:

in:

**Advanced search**

Marked lists

**Browse:**

Books & Journals  
Bibliographic Databases

**Resources:**

Product Information  
Licensing Solutions  
For Authors  
For Librarians  
Research Zone  
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Advanced search allows for more sophisticated searching using additional search criteria in order to tailor your results.

# Advanced search



Research you can use

Enter a **word or phrase** in the search box.

## Boolean Operators:

- “**AND**” – results contain all of the terms entered
- “**OR**” – results contain any one of the terms entered
- “**NOT**” – results contain one term but do not contain another

Limit your search by the **year of publication**.

- Emerald EarlyCite** – Emerald’s online, pre-publication service that enables customers to access journal articles prior to official publication.
- Emerald Backfiles** – deep archive journal articles that make up the Emerald Backfiles product.

## Advanced search

The screenshot shows the Emerald Advanced Search interface. At the top, there are tabs for 'Search in: All, Journals, Books, Bibliographic Databases, Site Pages'. Below this is a 'Search for' section with three search boxes. Each box has a dropdown menu for 'in' (set to 'All fields') and a 'Match' section with radio buttons for 'All', 'Any', and 'Phrase'. The first search box is empty, the second contains 'AND', and the third contains 'AND'. Below the search boxes is a 'Limit the search to:' section with 'Items published between:' dropdowns set to 'All' and 'All', and checkboxes for 'Include in results: EarlyCite Articles' and 'Emerald Backfiles'. Below that is a 'Within:' section with radio buttons for 'All content' and 'My subscribed content'. A 'Search' button is located to the right of the 'Within:' section.

You can use these tabs on the top of the page to **specify the type of content** for which you are searching.

Select the **fields** in which you wish to search.

- “**All**” – Searches on **all words**
- “**Any**” – Searches on **any words**
- “**Phrase**” – Searches on the **exact phrase**

## Search History

Search	Content Type	Results
No search history		

[Clear search history](#)

**Previous searches performed** in the session can be viewed here.

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# Search results



Research you can use

- Regardless of your chosen search method your results will appear in a standard format.

## Search Results

View results for: **All** Journals Books Bibliographic Databases Site Pages

Content = All content, (*marketing audit* in All fields)

[New search](#) | [Modify search](#) | [Add saved search alert](#) Search in results:

**Icon key:** ✓ You have access to this item **B** Backfiles **E** Earlycite **A** Abstract only

View search results for all categories.

View search results for *just* journals, books, bibliographic databases and site pages.

- **New search** – takes the user to a blank “Advanced Search” page.
- **Modify search** – takes the user back to a previously completed advanced search page.
- **Add saved search alert** – if the user has set up a “Your Profile” account, this is where they would save their searches to receive “Saved search alerts”.
- **Search in results** – you can search for words and phrases within the results of the previous search.

# Search results

## Sample (journals):



Research you can use

### Search Results



View results for:

2802 results found for: Content = Journals, (marketing audit in All fields)

[New search](#) | [Modify search](#) | [Add saved search alert](#) Search in results:

Sort by: Relevance | [Newest first](#) | [Oldest first](#) Display: All content | [Just my subscribed items](#)

Page: 1 [2](#) [3](#) [Next >](#)

Items per page: 10 [20](#) [30](#)

| Add to the marked list:

[Show all abstracts](#)

**Icon key:**  You have access to this item  Backfiles  Earlycite  Abstract only

1   Revitalizing Your National Account Marketing Program: The NAM Audit  
Type: Research Paper  
Author(s): James S. Boles, Bruce K. Pilling, George W. Goodwyn  
Source: [Journal of Business & Industrial Marketing](#) Volume: 9 Issue: 1 1994  
 | [View HTML](#) | [View PDF \(42kb\)](#) | [Abstract](#) | [Related items](#) | [Reprints & permissions](#)

- You can organise your search results by date published
- Restrict the results to just content to which your institution has access OR you can view all content including content that the institution cannot access.

- “Marked lists” allow you to save your search for later referencing.

- Selecting the journal or book series title allows you to view other volumes/issues available for that title
- Selecting the issue/volume allows you to view all other articles/chapters within the same issue/volume
- Selecting the “Preview” drop-down allows the user to view the abstract at a glance
- Content is available in HTML or PDF
- The user can select “Abstract” to gain a quick insight into the content of the article or chapter.
- Selecting “Related items” shows related search items
- Selecting “Reprints & permissions” links through to Rights Link, which gives you various options to reuse the content

# Browse (journals and books)



Research you can use

Use browse if you would like to view the content for a specific journal or book series.

## Browse

Browse for: Journals & Books Bibliographic Databases

View: Both | [Just Journals](#) | [Just Books](#) Show: All content | [Just my subscriptions](#)

A

Title	ISSN	Type
<a href="#">Accounting Research Journal</a>	1030-9616	Journal
<a href="#">Accounting, Auditing &amp; Accountability Journal</a>	0951-3574	Journal
<a href="#">Advances in Accounting Behavioral Research</a>	1475-1488	Book series
<a href="#">Advances in Accounting Education</a>	1085-4622	Book series
<a href="#">Advances in Agricultural Economic History</a>	1569-4933	Book series
<a href="#">Advances in Applied Business Strategy</a>	0749-6826	Book series
<a href="#">Advances in Applied Microeconomics</a>	0278-0984	Book series
<a href="#">Advances in Appreciative Inquiry</a>	1475-9152	Book series
<a href="#">Advances in Austrian Economics</a>	1529-2134	Book series
<a href="#">Advances in Bioethics</a>	1479-3709	Book series
<a href="#">Advances in Business Marketing and Purchasing</a>	1069-0964	Book series
<a href="#">Advances in Culture, Tourism and Hospitality Research</a>	1871-3173	Book series
<a href="#">Advances in Early Education And Day Care</a>	0270-4021	Book series
<a href="#">Advances in Econometrics</a>	0731-9053	Book series
<a href="#">Advances in Ecopolitics</a>	2041-806X	Book series
<a href="#">Advances in Education in Diverse Communities: Research, Policy and Praxis</a>	1479-358X	Book series
<a href="#">Advances in Educational Administration</a>	1479-3660	Book series
<a href="#">Advances in Entrepreneurship, Firm Emergence and Growth</a>	1074-7540	Book series
<a href="#">Advances in Environmental Accounting &amp; Management</a>	1479-3598	Book series

### Browse Options

By title:

A B C D E F G H I J K L M N O  
P Q R S I U V W X Y Z

By Subject

- Accounting and Finance
- Advanced Automation
- Built Environment
- Business Ethics and Law
- Computational Mathematics
- Economics
- Education
- Electronics Manufacture and Packaging
- Enterprise and Innovation
- Environment
- Health Care
- Human Resource Management
- Industry and Public Sector Management
- Information and Knowledge Management
- International Business
- Language and Linguistics
- Learning and Development
- Library and Information Studies
- Management Science/Management Studies
- Managing Quality
- Marketing
- Materials Science and Engineering
- Operations and Logistics Management

Browse *Just Journals* or *Just Books*.

Browse *just* the titles to which your institution has access.

Browse titles alphabetically OR by subject area.

**Login**

Username:

Password:

Login

[Athens/Institutional login](#)

[Forgot password?](#)

**Welcome:**  
Guest

Search for:

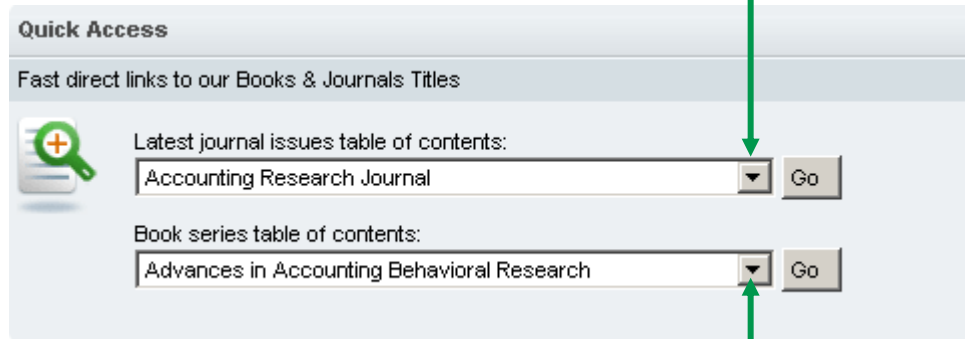
in: All content

- Advanced search
- Marked lists
- Browse:**
- Books & Journals
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Situated on the homepage, these drop-down menus provide quick access to eJournal and eBook series titles.

View the latest issue of a journal title.

A screenshot of a web interface titled "Quick Access" with the subtitle "Fast direct links to our Books & Journals Titles". On the left is a magnifying glass icon with a green plus sign. The first section is labeled "Latest journal issues table of contents:" and contains a text input field with "Accounting Research Journal" and a dropdown arrow, followed by a "Go" button. The second section is labeled "Book series table of contents:" and contains a text input field with "Advances in Accounting Behavioral Research" and a dropdown arrow, followed by a "Go" button. A green arrow points from the top text box to the dropdown arrow of the first menu, and another green arrow points from the bottom text box to the dropdown arrow of the second menu.

View all volumes for a book series title.

# Additional resources



Research you can use

The screenshot shows the Emerald website's navigation menu. At the top is a "Login" section with fields for "Username:" and "Password:", and a "Login" button. Below this are links for "Athens/Institutional login" and "Forgot password?". A "Welcome:" section identifies the user as "Guest". A search bar is present with a "Search for:" label, a text input field, and a "Go" button. Below the search bar are links for "Advanced search" and "Marked lists". The "Browse:" section includes "Books & Journals" and "Bibliographic Databases" (highlighted with a green box). The "Resources:" section includes "Product Information" and "Licensing Solutions". The "For Authors" section includes "For Authors", "For Librarians", "Research Zone", "Learning Zone", and "Teaching Zone" (all highlighted with a green box). At the bottom are "Support Resources" and "About Emerald".

**In addition to online access to journals or books, subscribers can access a range of useful support resources – all designed to make research easier!**

***Emerald Management Reviews*** – a vast database of 250,000 article reviews from the top 400 management publications. It gives a unique, practical method of pin-pointing and assessing the value of specific articles. *Emerald Management Reviews* can be accessed in the “Bibliographic Databases” section of Browse.

**For Authors** – use the For Authors section to find information on all aspects of writing. Get practical tips and guidance on how to get your – or your student’s – work published and maximize dissemination.

**For Librarians** – designed specifically for the library and information science (LIS) community to improve information services and better serve library users.

**Research Zone** – advice and support on how to keep up to date with the latest research and developments in the management area.

**Learning Zone** – includes a selection of useful resources to complement learners at all levels.

**Teaching Zone** – provides support and ideas for faculty involved in teaching business and management.