



# How to access and use Emerald resources

Learning Services

Contact us:  
lsdesk@edgehill.ac.uk  
or use Ask Us:  
[www.ehu.ac.uk/askus/](http://www.ehu.ac.uk/askus/)

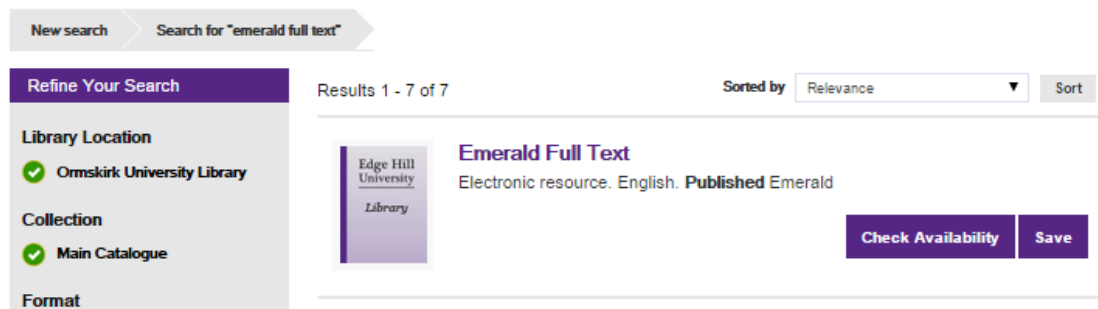
Emerald is a global publisher providing you with the highest quality, peer reviewed research. Emerald manages a portfolio of over 200 journals.

Find Emerald through the library catalogue: <http://ehu.ac.uk/library>

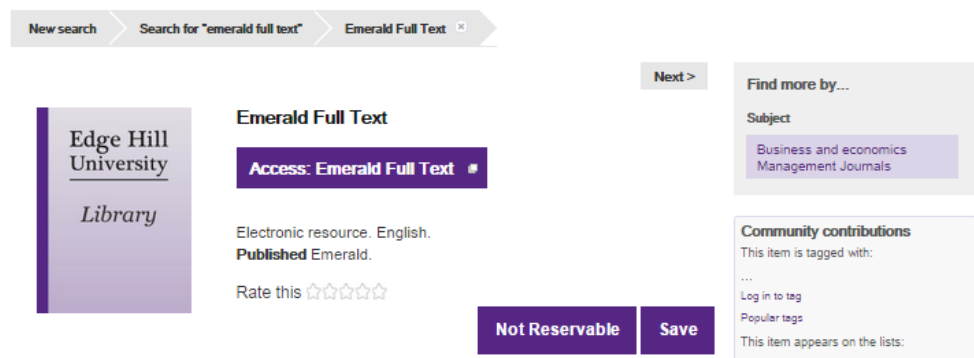
Type 'emerald full text' into the middle search box and click on the search icon.



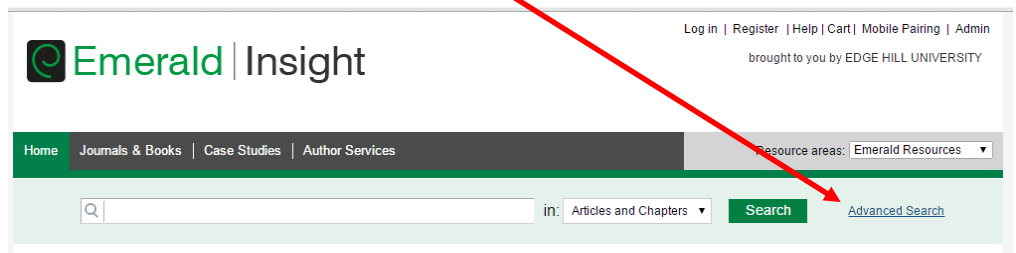
The first item in your results list will be 'Emerald Full Text, click on this.



You will see this screen. Click on 'Access Emerald Full Text' and you will get to a login screen. Enter your Edge Hill username and password.



On the home page, choose 'Advanced Search'.



## Advanced Search

Enter your search terms.

Use the drop down options to access Boolean operators AND, OR, NOT.

Choose 'only content I have access to'.

Narrow your search further by using the content and publication date filters.

Search for Clear search

management Keywords

AND

human resources Keywords

**+**

**INCLUDE:**

All content  Only content I have access to

Accepted Articles  Backfiles

**NARROW BY:**

**Content type:**

Articles and Chapters  Case studies

**Publication date:**

All dates  Last month  Last 6 months  Last year  Specific date range

From: January 2010

To: January 2016

**Search**

**Keywords**

- Anywhere
- Author
- Abstract
- Publication title
- Sp Issue/Vol title
- Content Item title
- Keywords**
- ISSN/ISBN/EISBN
- Volume
- Issue
- Page
- Caption

Refine your search by selecting the field in which you wish to search. 'Anywhere' will give you a broad search, but searching just the 'abstract' or 'keywords' will narrow your search.

# Search Tips

## Boolean operators

AND – results contain all of the terms entered

OR – results contain any one of the terms entered

NOT – results contain on term but do not contain another

**Wild cards** allow you to construct a query with approximate search terms. Use a question mark (?) in a search term to represent zero or more characters in the middle or at the end of a search string. There are two limitations of wildcards: (1) they cannot be used at the beginning of a search text and (2) they cannot be used in a phrase enclosed in quotation marks. Also note that a question mark (?) at the end of a string is treated as a literal.

Your results will look like this:

The number of articles matching your search is shown at the top. Around 30-40 is a manageable number.

Results are sorted by relevance, but you can choose to sort by publication date instead

Click on **Preview** to open a summary of the article.

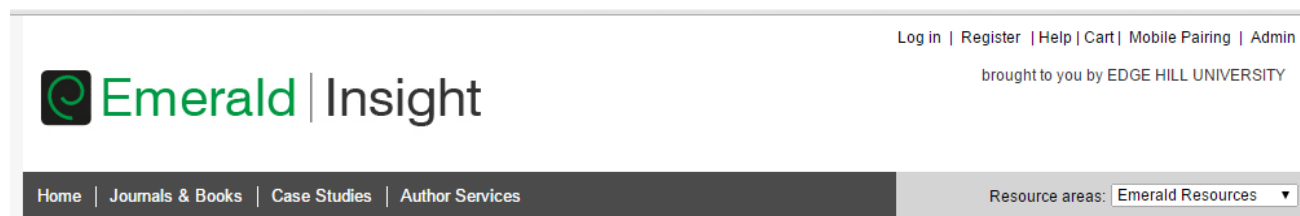
Click on **Abstract**, **HTML** or **PDF** to open.

The screenshot shows a search results interface. At the top, it displays 'Search Results' with two tabs: 'Articles/Chapters (8)' and 'Case Studies (0)'. Below the tabs, there are sorting options: 'Order results by: Relevance (selected), Newest First, Oldest First'. It also shows 'Results: 1-8 of 8' and 'Items per page: 20'. An 'Icon key' section includes 'You have access', 'Partial access', 'Backfile', 'Earlycite', and 'Abstract only'. A 'Select all' checkbox and a 'For selected items: Please select' dropdown are also present. The main content area shows a single result: 'Experimenting with Resource Strategy: Experimental Analysis and Strategic Human Resources Management Research in Africa' by David B. Zoogah and Richard B. Zoogah. It includes a 'PREVIEW' section with an 'Abstract' and 'Purpose' section. The 'Abstract' text reads: 'We discuss how experimental analysis can be integrated into strategic human resource management (SHRM) research in Africa so as to develop theory and value principles to guide executives.' The 'Purpose' section reads: 'The model we propose – experiment-based SHRM – is predicated on the use of experimental approaches to demonstrate the value of SHRM and to derive principles that guide research and practice in Africa.' The 'Findings' section reads: 'We illustrate how scholars can conduct experiments from an SHRM perspective.' The 'Research limitations/implications' section reads: 'We discuss the strengths and limitations of the model and suggest ways of maximizing its potential.' On the right side, there is a 'Search History' and 'Saved Searches' section. Below that is a 'Recently Searched' section showing the search criteria: '[Keywords: management] AND [Keywords: human resources] AND [Pub... (Articles/Chapters - 8)'. Below this is a 'Refine Search' panel with 'FILTERS APPLIED:' and 'Publication Date:' sections. The 'Keyword' section lists: 'Human Resource Management (7)', 'Talent Management (2)', 'Academic Libraries (1)', 'Africa (1)', and '+More'. The 'Publication' section lists: 'Benchmarking (1)', 'Dev and Learning in Org (1)', 'Employee Relations (1)', 'Int J Contemp Hospitality Mngt (1)', and '+More'. The 'Subject' section lists: 'HR & organizational behaviour (3)', 'Brand image in tourism (1)', 'Career development/promotion (1)', 'Destination management/marketing (1)', and '+More'. The 'Type' section lists: 'Case study (1)' and 'Research paper (1)'. Red arrows point from the text boxes on the left to the corresponding elements in the screenshot.

Your search criteria are shown on the right-hand side at the top. Beneath this is a Refine Search panel, you can use this to filter you results further.

# Create an account

It is easy to create an account in Emerald, just go to **Register** at the top of the home page.



Log in to your account when you open Emerald. You can then save your search results, re-run the same search in the future and sign up for alerts which will email you the results of the selected search at a specified time interval.

## Tutorials are available in several languages

<http://www.emeraldgroupublishing.com/support/training/tutorials.htm>