

## **Bite sized learning**

# How to search and browse Emerald Insight

The library subscribes to a selection of health and social care management journals from Emerald. You can search them all together by using the Emerald Insight interface.

#### Login

Sign into MyAthens: <u>https://auth.athensams.net/?ath\_returl=%2Fmy&ath\_dspid=ATHENS.MY</u> Select 'Emerald Insight' then 'Advanced Search' at top right hand of page.

#### **Advanced Search**

- Enter your word or phrase in the search box
- · Refine your search by selecting the field in which you wish to search
- Use the drop down options to access the Boolean operators: 'AND', 'OR', 'NOT'.
- Select 'Only Content I have access to'
- Narrow your search further by using the content and publication date filters

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#### After you have run the search you have the option to:

**Refine search results**: a 'refine search' panel will be displayed on the right of the search results page where you can further refine your search results. For example, you can select one of the listed filters such as 'keywords' to limit the search results to publications with only that keyword.

**Save search results:** saving your search allows you to easily re-run the same search in the future. To save a search or run a saved search, you must be logged in to Emerald Insight through your own personal user account. You can also sign up for search alerts, which email you the results of the selected search at the specified time interval.

#### Search Tips

- 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

WILD CARDS – use an asterisk (\*) to represent zero or more characters in the middle or end of a search string