

CENTRAL LIBRARY

MANIT, Bhopal

Circular

Dated: 07 / 04 / 2011

Subject: Subscription and Activation of Taylor & Francis Business, Management & Economics Journals

All faculty members, research scholars & students may kindly note that the Central Library has subscribed to **Taylor & Francis Business, Management & Economics Journals** (a high quality collection of Online Journals). These journals are hosted on the InformaWorld platform.

The URL for accessing the subscribed resources is: www.informaworld.com

The access to the subscribed resources has been activated on all currently active institute IP Ranges indicated below:

117.211.85.64 / 29 and 117.211.117.64 / 27

A guide to InformaWorld is also attached herewith to provide you all relevant information.

(Prof. Ajay Pandey)

Coordinator (Central Library)

Guide to InformaWorld

(1) The URL is www.informaworld.com

(2) InformaWorld provides access to all journals and database products from Taylor & Francis, Routledge Haworth Press and Psychology Press.

Step by Step Process

(1) Registration

On the homepage, click on Register icon. Although the institute access is IP enabled but to avail additional features like Save Searches, Alerts, etc., it is always advisable for the user to register.

(A) Choose Personal Registration

(B) Complete the online form.

(C) The user will receive email with the summary of the account details

(D) Click on the activation link in the email to activate account.

(2) Subject Feature Page

(A) On the homepage, click the drop down menu "Explore" and select the subject of choice.

(B) The particular homepage of the subject will open up.

(C) The user can navigate, search, and download articles from the subject page.

(D) The user can also subscribe relevant newsletter via subject feature's page.

(3) Quick Search

(A) Type the keyword in the Search Box.

(B) To search by a specific component, select one of the options listed in the drop down menu. The search can be narrowed down by clicking Publication Names, ISSN, Subject Names, Author Name, Title / Keyword / Abstract.

(C) The result page would open up. Select the item of choice. The green icon against the search result indicates the access to content. InformaWorld recognizes the institution's IP address and provides the access to all available resources automatically.

(4) Search by Publication

(A) On the homepage, click on “Browse Publications A-Z”.

(B) Use A-Z system to facilitate the search. For, e.g.: “An”, if you are looking for Anthropological Forum. A list of all publications beginning with the letters “An” will appear on the screen.

(5) Search by Author

(A) Click on the Authors Tab.

(B) Use the A-Z system to facilitate search by author.

(C) Select the author and click on the content displayed: book chapter, encyclopedia entry, etc.

(6) Advanced Search

(A) There are 3 advanced searching tabs. Clicking on Advanced Search provides the user with a range of searching options including: Advanced Search, Citation Search and Cross Reference Search.

(B) Guidelines on using the Advanced Search are detailed on the right hand side of the page.

(7) Save Searches

(A) The search will show all articles and publications matching the search criteria. One can either select all the options or just choose one article. Click on Save this Search.

Benefits for Researchers

* Save and view searches.

* Search by key word or use the Advanced Search facilities.

* Select & save favorite InformaWorld resources by adding them to a marked list.

* Receive email alerts in areas of interest.

* Download articles in PDF or HTML format. Citations can be downloaded in a variety of formats, and imported into the most common referencing programs.

* Enjoy active reference linking via CrossRef.