SAGE Journals Online User Guide

SAGE Journals Online, SAGE's online journal delivery platform, allows you to search over 500 journals in business, humanities, social sciences, and science, technology, and medicine and their related backfiles to retrieve the peer-reviewed articles crucial to your research.

Winner of the PSP Awards for Excellence: Best Platform

Search Features - Getting Started

Select **SAGE Journals Online** from the alphabetical list at **http://www.cityu.edu.hk/lib/eres/ej/ejcoll.htm** and click on the **Sign In via User Name/Password** (**1**) link to create your individual account and profile. You may also create your account from the **My Tools** tab (**2**) and click on the **Alerts** option. The registration process takes just one minute and allows you to create free personalized alerts for tables of contents, keyword, and authors (**Alerts**), manage your favorite journal lists for targeted searching capabilities (**My Favorite Journals**), and access previous search terms and saved citations (**Saved Citations** and **Saved Searches**).

Quick Search

A **Quick Search** across full-text may be performed by entering keyword(s) or author information in the field provided and clicking on the red **Quick Search** button. (**3**) Quick searches may also be performed from each journal's homepage or any page that you find the red Quick Search button.

Advanced Search

The Advanced Search (**4**) function allows you to create a complex, **Fielded Boolean** (**5**) search using the Boolean operators **AND**, **OR**, and **NOT**. (**6**) You can enter multiple terms, including or excluding terms as desired using the Boolean operators. Multiple terms entered in a single search box are treated as an exact phrase. For every row of search terms, you can also specify a field to which you can limit your search for those terms (i.e. title, abstract, full text, references).

Search Within

Use the options in this section to limit your search results to a certain set of journals. The default option is **SAGE Journals Available to Me**. (**7**) You can also choose to limit your results to **My Favorite Journals** (**8**) (if you have signed in with your individual user name and password) or **All SAGE Content** (**9**) (if you are recognized as an authorized user). You can also limit your search results to specific journals within **SAGE Journals Online** by selecting that option and checking all desired journals from the complete list (**10**) or by selecting from a list disciplines (**11**).

Date Range

Limit your search results to certain date ranges (**12**) by selecting the starting and ending months and years in the pull-down menus. The earliest date in the date range menus refers to the earliest date of posted content in any SAGE journal. The date of earliest content may differ from journal to journal. The full range of online content for a journal can be found on the journal's **Archive** page.

Results Format

Search results can be displayed in the standard format or in a condensed format. (**13**) You can display between 10 and 80 search results per page and specify a relevance or date order (i.e., "most recent"). Relevance order places those articles containing the greatest number of search terms in the greatest frequency first. Articles containing the search term(s) in the title and/or abstract appear before those articles containing the term(s) only in the full text. Date ranking displays the articles in reverse chronological order.

SAGE journals online

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Search all journals: 4
Advanced Search

Welcome to the next generation of SAGE Journals Online

Find Out What's New ▶

Search All Journals

Go ▶

Browse Journal List

My Tools

Information & Services

New! Search and Browse by Discipline

⬤ Browse Journals by Discipline

⬤ Advanced Search by Discipline

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New Journals ⬤
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and publishing partnershi

Advanced Search

Advanced searches of *SAGE Journals Online* use a signature fielded Boolean system. Use this award-winning search tool to construct a query specifying your terms and their logical relationships using the Boolean operators AND, OR, and NOT. Learn more about advanced searches on *SAGE Journals Online*.

([   ] and ▼ [   ]) All fields ▼   5

and ▼ 6 [   ] and ▼ [   ]) All fields ▼

⊕ Add Row   Search ▶   ⊖ Clear All Fields

Search Within

9

7 ⦿ SAGE Journals Available to Me ❓   ○ All SAGE content   ○ My Favorite Journals ❓   8

11 ○ Select from a list of disciplines   ○ Select from a complete list of journals   10

Date Range   12

Jan ▼ 1879 ▼ through Mar ▼ 2011 ▼

Format Results   13

Display Standard Format ▼ showing 10 ▼ results per page sorted by ⦿ relevance ○ date

Search ▶   ⊖ Clear All Fields

More Helpful Features

Browse

Journals by Title: View SAGE's entire journal portfolio via an alphabetical listing. Click on the title in which you are interested to be taken to that journal's homepage.

Journals by four primary topics (Social Science & Humanities, Health Sciences, Life & Biomedical Sciences, and Materials Science & Engineering) and their corresponding disciplines. Expand or collapse topic areas to reveal additional discipline listings within each group by clicking on the "+" or "-" buttons. Journal lists by discipline will then appear.

Articles by Discipline: Use advanced taxonomies to retrieve articles matching your topic of interest. Click on subdisciplines under the five major categories, including Humanities, Life Science, Medicine, Physical Science, and Social Science. You may also use the **TopicMap** feature located on this page. **TopicMap** is a special Java applet designed to help you navigate topics on **SAGE Journals Online** in a graphical form, giving you a sense of context while navigating a large, tree-structured database.

Search History

During each of your current sessions on **SAGE Journals Online**, your search term(s) will be tracked through the **Search History** feature. For each search term(s) you use during your session you may edit, add to **Saved Searches** (see **My Tools**), delete, run search, or save the term as an alert. If you have more than one search term during a session, you can also combine searches with a Boolean "AND" or "OR" to create a new search term.

My Marked Citations

During each of your current sessions on **SAGE Journals Online**, any articles you select and add to **My Marked Citations** will be tracked through this feature. From here you can further edit your citations by printing a printer-friendly view, saving to your computer, emailing them to yourself or others, exporting/downloading them to your citation manager program, or adding them to your **Saved Citation** (see **My Tools**).

My Tools

The **My Tools** page allows first time users to create their individual accounts and to manage their profile and settings through the **Alerts**, **Saved Citations**, **Saved Searches**, **My Favorite Journals**, and **Manage My Account** features.

Alerts

Create or manage your email alerts:
- Receive the **Table of Contents** for your favorite journal(s) emailed upon publication
- Receive an email when a chosen article is cited
- Receive an email when an article matching your search criteria is published
- Change your email options

RSS Feeds are also available and may be accessed on each journal's homepage.

Saved Citations

Manage your online list of saved article citations. Citations can be added to your online list while viewing articles. Saved citations will be available on return visits to **SAGE Journals Online** by logging into your personal **My Tools** account.

Saved Searches

Manage your online list of saved searches. Searches can be added to your online list from the **Search History** tab. Saved searches will be available on return visits to **SAGE Journals Online** by logging into your personal **My Tools** account.

My Favorite Journals

Manage your favorite journal(s) to easily customize browsing and searching **SAGE Journals Online**.

Manage My Account

Manage your account to
- Change your email address
- Edit your contact options
- Change your contact information
- Change your password