

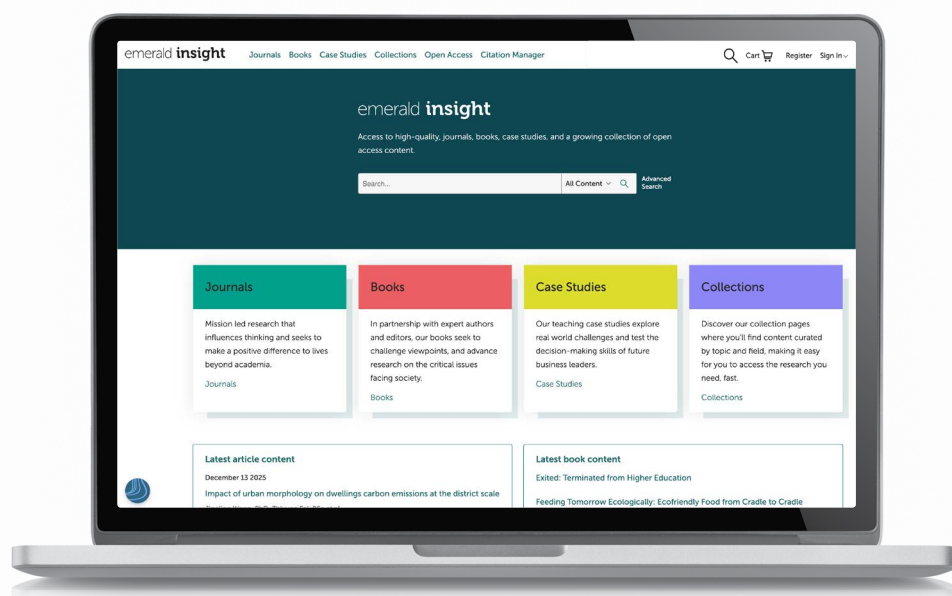
emerald insight User Guide

Welcome to Emerald Insight, Emerald Publishing's platform for accessing high-quality academic content. This guide will help you navigate the platform efficiently and support your users in discovering, accessing, and engaging with Emerald's journals, books, cases, and collections.

The platform now integrates content from Emerald Publishing and ICE Publishing with a focus on accessibility, sustainability, and improved user experience.

In this guide, we cover:

- [Profile registration](#) ►
- [Alerts and interests](#) ►
- [Search and filters](#) ►
- [Gateways](#) ►
- [Journal homepages](#) ►
- [Content pages](#) ►
- [Collections](#) ►
- [Access options](#) ►
- [Library Admin Portal](#) ►



Additional support is available for you via:

- [The Librarian Toolkit](#)

A single source of guidance to ensure that your Emerald Insight resources are set-up correctly and your users have the best possible experience. Includes User Guide videos providing walkthroughs of all the areas covered in this guide.

- [Emerald Customer Support](#)

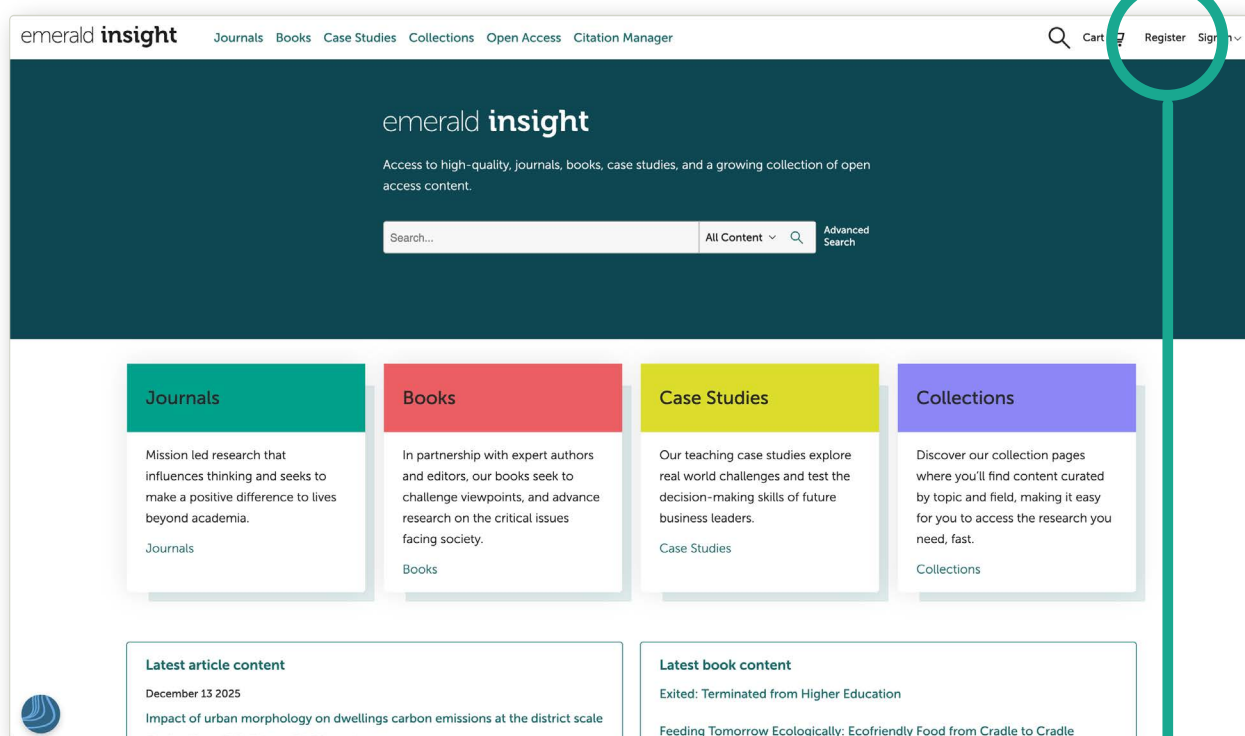
Describe your issue or submit a query by filling out our support ticket form.

Profile Registration

Creating a profile allows users to access personalised features such as saved searches, teaching notes, and tailored alerts. For authors, this is also where you can see and directly access your authored content.

Steps to Register:

1. Visit [Emerald Insight](#)
2. Click 'Register' at the top right
3. Complete the form with your details
4. Confirm your email address to activate your profile

The image shows the registration form on the Emerald Insight website. The form is titled 'Register' and includes a legend indicating that fields marked with an asterisk (*) are required. The form contains the following fields: Email Address*, Password*, Confirm Password*, First Name*, and Last Name*. Below these fields, there is a checkbox for 'Yes, I'm happy for you to send me marketing communications to the personal email address I have provided (optional)'. At the bottom of the form, there is a disclaimer: 'Where you are interacting with us in a professional capacity we will contact you by email about Emerald products and services that we think you may be interested in. If you are interacting with'.

Alerts and Interests

Emerald Insight allows users to manage alerts for new content based on their interests, and users can select to subscribe to earlycite alerts, latest published article alerts, and closed issue alerts.

How to set up journal alerts:

1. Navigate to a journal or article page
2. Click the relevant 'Email alert' that you wish to subscribe to
3. If you already have a profile but are not signed in, you will be prompted to log in and subscribe to or manage your alerts
4. New users will be promoted to register for a profile

You can also sign up to receive notifications when new books publish on our platform. You can sign up for latest book alerts on any books content page, or directly via your profile.

The collage illustrates the process of setting up alerts on the Emerald Insight platform. It includes three main screenshots:

- Top Screenshot:** A journal article page for the 'Asia Pacific Journal of Marketing and Logistics'. A red circle highlights the 'Email Alerts' button, which offers options for 'Article Activity Alert', 'Earlycite Alert', and 'Closed Issue Alert'.
- Middle Screenshot:** A book chapter page for 'Assertiveness in the Workplace: Personal and Business Competitiveness in Emerging and Developing Countries'. A red circle highlights the 'Email Alerts' button, which offers options for 'Latest Book Alert' and 'Closed Issue Alert'.
- Bottom Screenshot:** A user's 'My Alerts' profile page. A red circle highlights the 'My Alerts' button in the user menu. The page shows sections for 'Closed Issue Alert', 'Latest Book Alert', and 'Latest Published Articles Alert', each with a table for managing alerts and a 'Delete' button.

Search and Filters

Emerald Insight offers a powerful, unified search across all content types. Filters are available on the left side for improved usability and are designed to help users get to the content they are looking for quickly and effectively.

Universal Search

We have a universal search from our main homepage.

- Use the search bar on the homepage
- Results include all content types - full journal content, full book content, individual articles, case studies, and chapters

Filtering Results

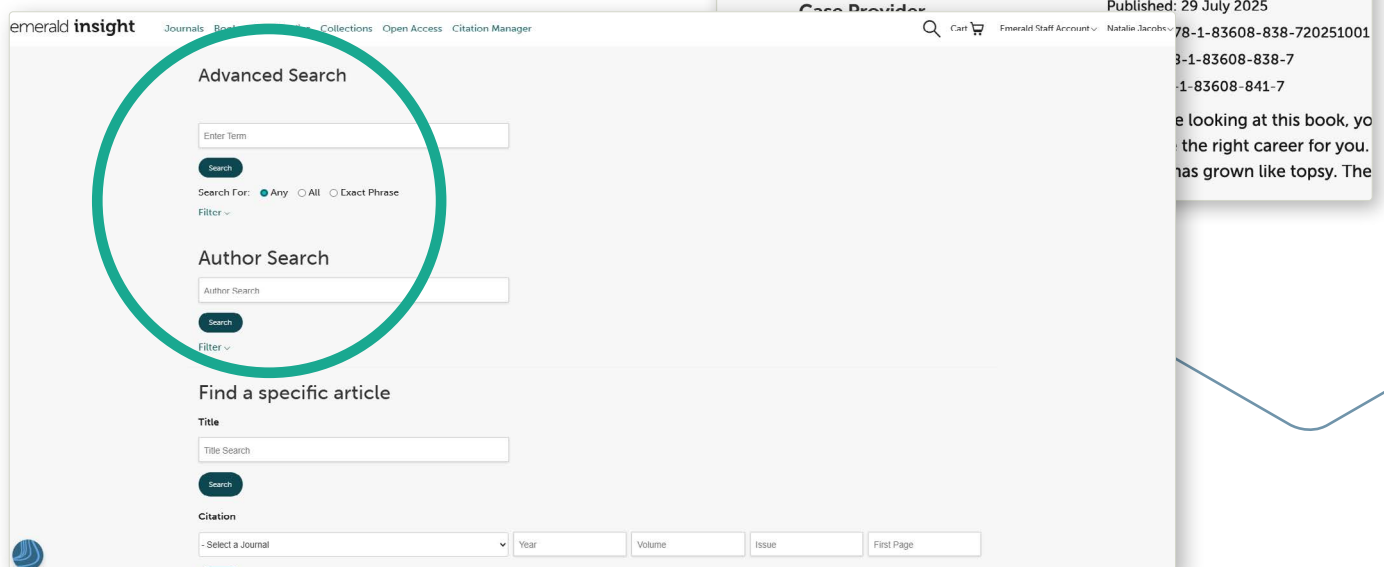
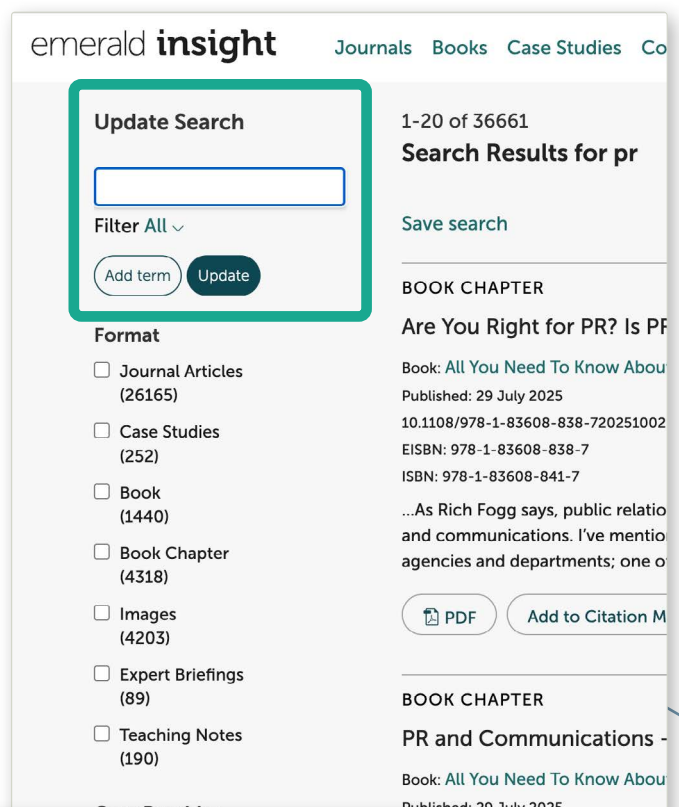
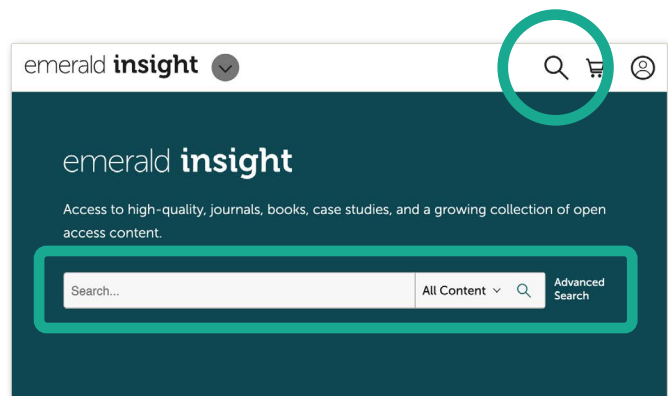
Use the left-hand panel to filter by:

- Content format (journals, books, cases)
- Content type (e.g. review vs. research articles)
- Subject area
- Date range
- Availability (open access, subscribed content)

Advanced Search

Click advanced search for:

- Exact phrase matching
- Author search
- DOI lookup

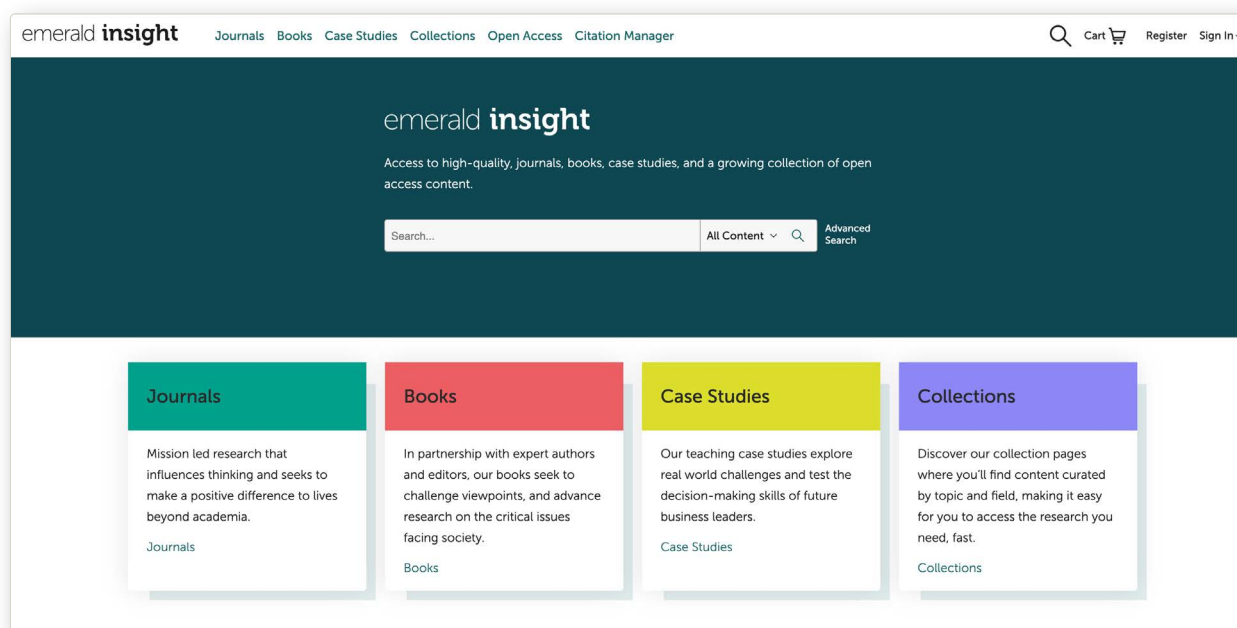


Gateways

Gateways provide focused access to specific content portfolios. Each gateway allows targeted searching and filtering within its content type.

Available Gateways:

- [Journals Gateway](#): A–Z listing and search within journals
- [Books Gateway](#): Browse series, serials, and curated collections
- [Cases Gateway](#): Access licensed and commissioned case studies

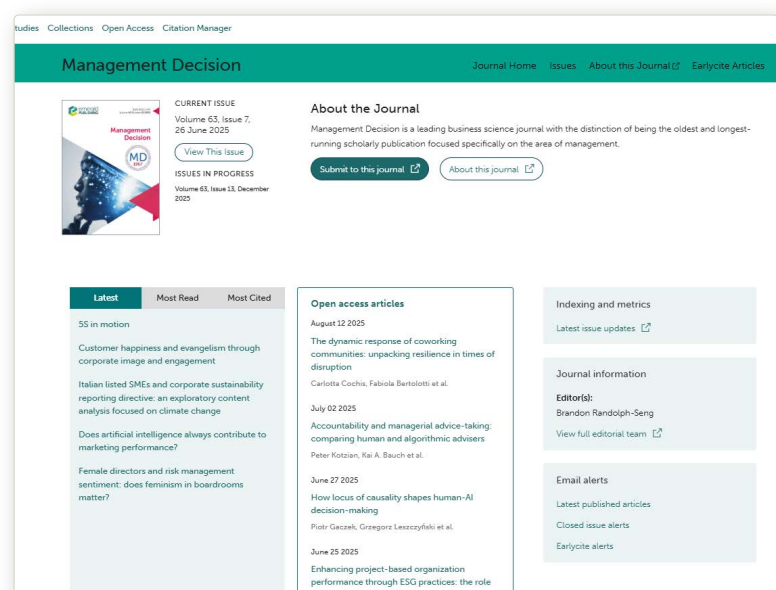


Journal Homepages

Each journal has a dedicated homepage. Historical content is accessible under the current journal name, with clear indicators of previous titles.

Journal homepage includes:

- Overview and editorial information
- Current issue and navigation to past issues
- Widgets for:
 - Most read
 - Most cited
 - Latest articles
 - Open access highlights



Content Pages

Content page features:

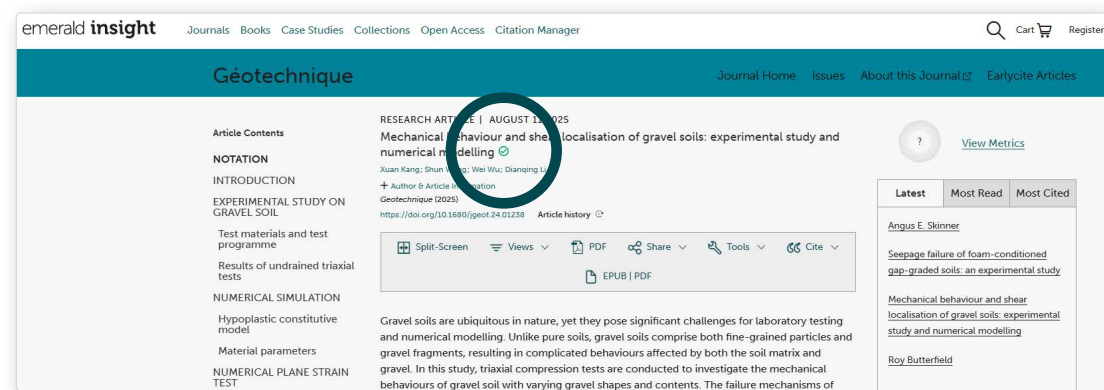
- Author details with ORCID links (where available)
- PDF download and split-screen view
- Share options (LinkedIn, BlueSky)
- Citation tools and permission requests
- Altmetric and Crossref citation data
- Related and recommended content

Access indicators:

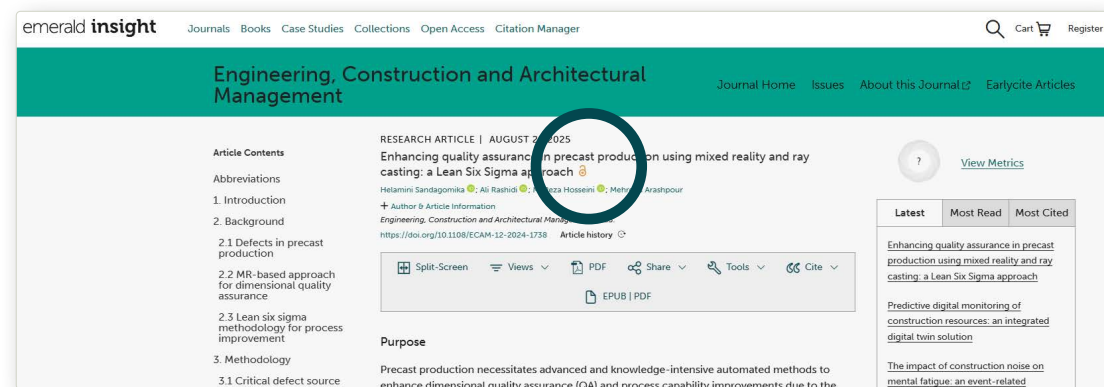
 **Green tick:**
Access is available

 **Open access symbol:**
This content is available via open access

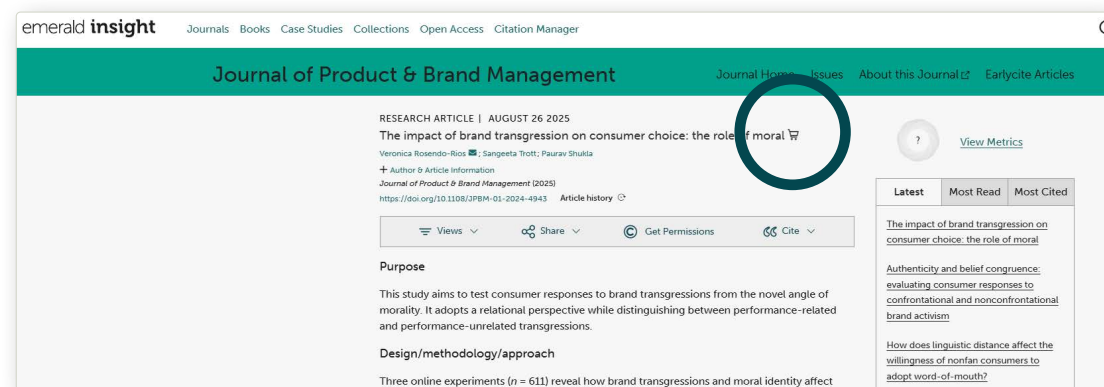
 **Shopping cart:**
You can get access via pay-per-view



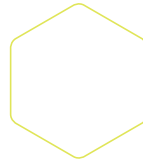
The screenshot shows the Emerald Insight website interface for a research article. The article title is "Mechanical behaviour and shear localisation of gravel soils: experimental study and numerical modelling". The authors listed are Xuan Kang, Shun Wang, Wei Wu, and Dianqing Li. The article is from the journal "Geotechnique" (2025). A green tick icon is visible next to the article title, indicating that access is available. The page includes a table of contents on the left, a main text area with a PDF download button, and a list of related articles on the right.



The screenshot shows the Emerald Insight website interface for a research article. The article title is "Enhancing quality assurance in precast production using mixed reality and ray casting: a Lean Six Sigma approach". The authors listed are Helamini Sandagomika, Ali Rashidi, Mehdi Hosseini, and Mehdi Arashpour. The article is from the journal "Engineering, Construction and Architectural Management" (2025). A green tick icon is visible next to the article title, indicating that access is available. The page includes a table of contents on the left, a main text area with a PDF download button, and a list of related articles on the right.



The screenshot shows the Emerald Insight website interface for a research article. The article title is "The impact of brand transgression on consumer choice: the role of moral identity". The authors listed are Veronica Rosendo-Rios, Sangeeta Trott, and Pauravi Shukla. The article is from the journal "Journal of Product & Brand Management" (2025). A shopping cart icon is visible next to the article title, indicating that access is available via pay-per-view. The page includes a table of contents on the left, a main text area with a PDF download button, and a list of related articles on the right.



Collections

Emerald offers curated collections for deeper exploration. Collections are dynamic, automatically updating with new content, are curated around themes or product, and are designed to align with curricula.

Books Collections

- Browse by theme, series, or serial
- View full books or individual chapters
- Access publication details, share, and cite

The screenshot shows the 'Books' section of the Emerald Insight website. The header includes the Emerald Insight logo and navigation links: Journals, Books, Case Studies, Collections, Open Access, and Citation Manager. A search bar and 'Emerald Staff Account' link are in the top right. The main heading is 'Books', with sub-links for 'Books A-Z', 'Collections', 'Series', and 'Advanced Search'. A large pink banner reads 'Our real impact-driven books publishing programme' with a description and a 'Browse all titles' button. Below this are four red-bordered boxes: 'Book series', 'Collections', 'Publish with us', and 'Emerald Bookstore', each with a brief description and a 'View our...' link.

Cases Collections

- Filter by subject, provider, or country
- Teaching notes available for faculty (profile & faculty approval required)
- Connected Content links teaching notes to case studies

The screenshot shows the 'Case Studies' section of the Emerald Insight website. The header is similar to the Books page. The main heading is 'Case Studies', with a link for 'Case Collections'. A large yellow banner reads 'Global teaching materials to engage and inspire' with a description and a 'View all Case Studies' button. Below this is a section titled 'Browse our Emerald Cases' with two boxes: 'Emerging Markets Case Studies (EMCS)' and 'The Case Journal (TCJ)', each with a brief description and a 'View our...' link.

Curated Collections

Designed for ease-of-use and thematic relevance.

Access Options

Users may access content via:

- Institutional subscription
- Individual login
- Pay-per-view
- Guest checkout
- Research Pass or Case Pass token redemption

Library Admin Portal

The library Admin Portal is available for library administrators to manage access and usage.

Features Include:

- Access management: IP ranges, Shibboleth, OpenURL, logo upload
- COUNTER R5/R5.1 reports: downloadable with SUSHI support
- MARC & KBART files: product-specific downloads
- Affiliated user management (IP-based and manual)
- Token administration for eBook Select and Case Pass

[Visit the Library Admin Portal here](#)

The screenshot shows the Emerald Publishing Library Admin Portal interface. The top navigation bar is orange and contains the Emerald Publishing logo, the text "Emerald Publishing" and "Emerald Test Institution", and a "Logout" button. Below the navigation bar is a tabbed interface with tabs for "Institutional Summary", "Access Options", "Access Tokens", "MARC Records", "KBART", "COUNTER R5 Reports", "COUNTER R5.1 Reports", and "Affiliated Users". The "Institutional Summary" tab is selected, showing a summary for "Emerald Test Institution". The summary is divided into several sections: "Account Info" (General Information and Administrative Contact), "Need Help?" (a help message and a notification text), "Institutional Logo" (with an "Edit" button), "Consortia Information" (LEADER STATUS and MEMBERSHIP STATUS), and "Access Options" (Username, Referring URL, IP Address, Shibboleth Entity ID, and OpenURL).

Emerald Publishing
Emerald Test Institution

Logout
Emerald TestAdmin
May 29, 2025 - 3:49 AM EDT

Institutional Summary | Access Options | Access Tokens | MARC Records | KBART | COUNTER R5 Reports | COUNTER R5.1 Reports | Affiliated Users

Institutional Summary for Emerald Test Institution

Account Info

General Information:

Institution Name: Emerald Test Institution
Street Address:
Address (cont'd):
City:
Country:
State:
Region:
ZIP/Postal Code:
Vendor ID: Emre/Test

Administrative Contact:

First Name: Emerald
Last Name: TestAdmin
Email: emeraldinstitutionaladmin@yopmail.com
Username: emeraldinstitutionaladmin

Need Help?

This dashboard allows you to view your account and access information, and generate reports for your institution. If you are a consortium leader, you may also view the dashboard(s) for member institutions. Please see the Institutional Administrator User Guide (at the bottom of this page) for more information.

Notification Text to display on SiteMaster Admin Dashboard

Institutional Logo:


Edit

Consortia Information

LEADER STATUS:
This institution is not a Consortium Leader.

MEMBERSHIP STATUS:
This institution is not a member of any Consortium.

Access Options

Username: None
Referring URL: emeraldtestreferringurl.co.uk
IP Address: 86.147.47.48, 2a00:23cc:d31:e601:a4b6:10a8:e0ec:5cd7
Shibboleth Entity ID: None
OpenURL: None