HO CHI MINH CITY UNIVERSITY OF BANKING
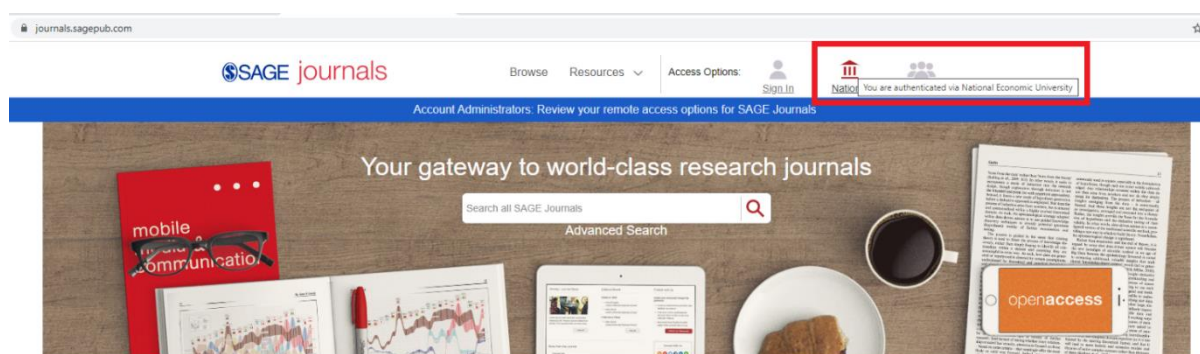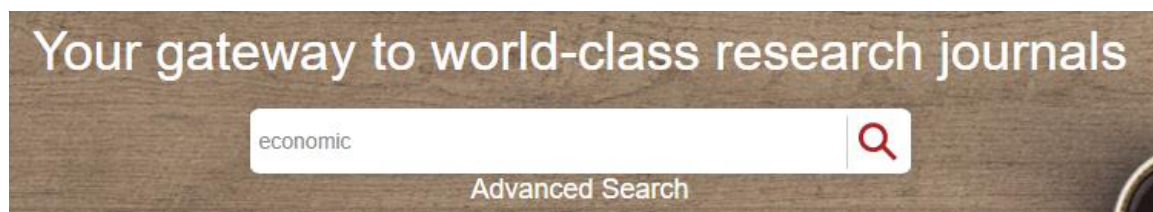**LIBRARY**

GUIDELINES FOR USING
THE SAGE JOURNALS DATABASE

1. **Access addresss:** https://journals.sagepub.com/

2. **License verification:** The information about the authorized institution will appear in the top right corner of the interface. Users will be granted full-text access to subscribed content. If this information does not appear, please notify the Library.

3. **Basic search:** Enter keywords into the search box.

4. **Search results page**

1	Filter search results by content type (article, book chapter, etc.), publication date, subject, or access type.	6	Content access rights (Accessible, Not Accessible)
2	Number of results displayed on the page out of the total search results.	7	Journal article title and author
3	Choose to display detailed information for each article/journal or only show journal-level results.	8	Journal information, issue number, and page range containing the article
4	Refine search results (modify search keywords, publication year, access type, etc.)	9	Quick view of the journal article abstract
5	Sort search results (by relevance, newest first, or oldest first)	10	Quick access to full-text content (HTML, PDF)

5. Article detail page

1	Journal title	6	Link to the full-text article in PDF or ePub format
2	Journal Impact Factor information	7	Article table of contents, quick links to sections, tables, and figures
3	Link to the journal homepage, browse issues, journal information, etc.	8	Article metrics: number of views, Altmetric score, etc.
4	Altmetric Attention Score information	9	Quick link to the journal issue containing the article
5	Abstract and full-text (HTML format) of the article	10	Quick link to related journal articles

6. Browse journals
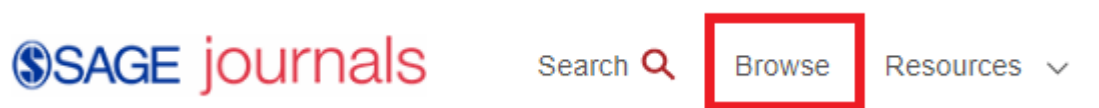
On the top toolbar, select "Browse." Here, you can browse journals by title or by category/subject.

Browse

Browse a list of journals by selecting a discipline and/or subject. Use the A-Z option to filter to journals beginning with that letter. You can also add journals to your favorites or set up email alerts for new content by selecting the journal tick box and clicking the corresponding button. Alternatively, discover the latest content by clicking on the 'Explore Discipline Hubs' button below.

Explore Discipline Hubs

Discipline Social Sciences & Humanities   **Subject** Economics & Development

All 0-9 A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Search Within   Add Alerts   ♥ Add to Favorites

☐ Accounting History

☐ Agrarian South: Journal of Political Economy

☐ The American Economist

☐ The Antitrust Bulletin

1	Filter journal titles by initial letter	3	Filter by classification (field) Economics is listed under "Social Science & Humanities"
2	Filter journal titles by keyword	4	Filter by subject

7. Journal page
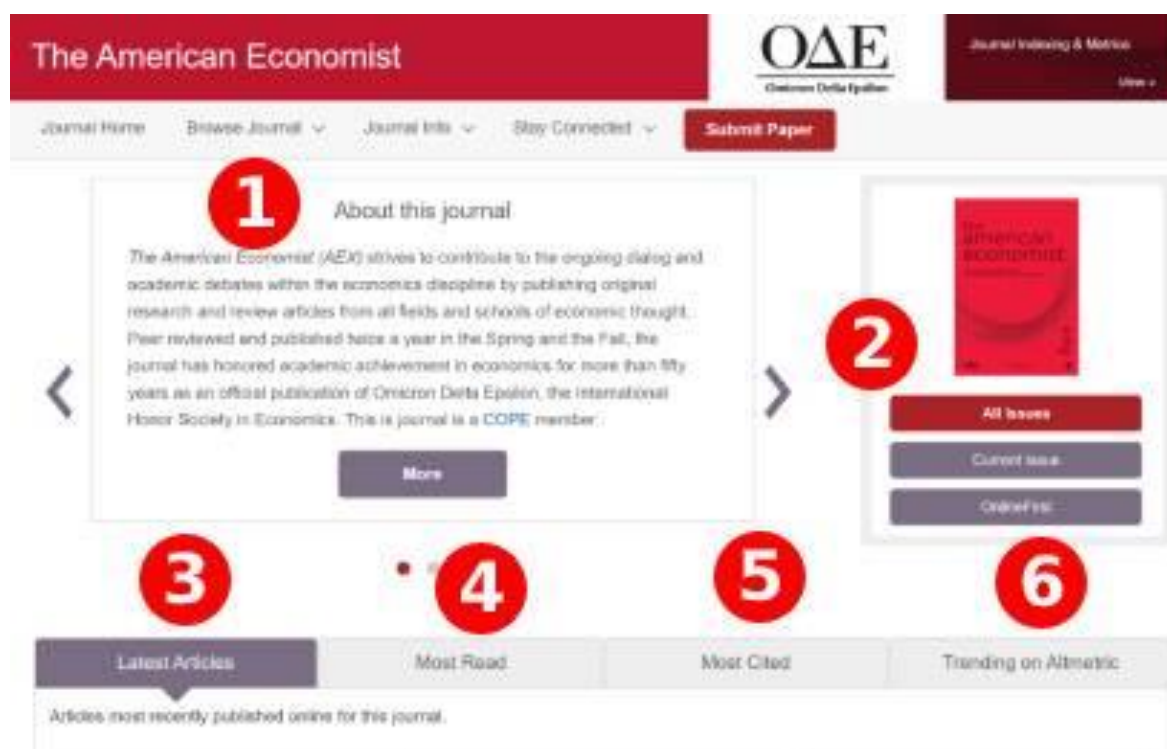
1	Journal introduction	**4**	Most read journal articles
2	Browse all issues, latest issue, or first online issue	**5**	Most cited journal articles
3	Latest journal articles	**6**	Altmetric trends

Ho Chi Minh City, February 8, 2021
INFORMATION DEPARTMENT