



# **User Manual** (Enterprise Edition)

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search.iknito.com

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iKNiTO and KNiTO are comprehensive digital library systems which come in two editions of Enterprise and Handheld.

There is no user manual for the Handheld as it is an intuitive product.

This manual is for iKNiTO and KNiTO Enterprise.

Each iKNiTO implementation takes into account a number of factors such as

- How the authentication and authorization is expected to be done
- Which contents are going to be added
- Which Web Scale Discovery or Search Tool is going to be used
- Which Reference Manager is deployed

As a result we expect each implementation to be slightly different from another one and certainly this general manual cannot cater for all differences.

However, this manual covers enough fundamentals and features, which even if a particular deployment has different features still the user will not need much outside help.

Finally, iKNiTO is a very self explanatory and easy product to use. Therefore this user manual limits itself to explaining areas and fields which may require a little help in understanding their functionality.



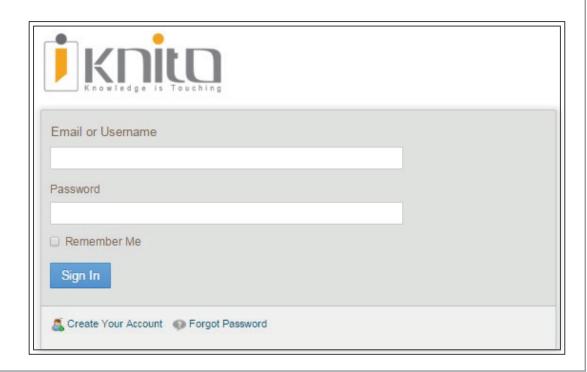
# One of the most important features of iKNiTO is its "Single Sign On (SSO)" service.

Single Sign-On (SSO) is a "session/user authentication process" that permits you to enter one username and password in order to access several resources. The process authenticates you for all the resources which you have been given rights to and eliminates further prompts when you click on a resource during a particular session. It means that you log in once and gain access to all resources without being prompted to log in again at each of them. Conversely, Single sign-off is the property whereby a single action of signing out terminates access to all resource.

## Benefits of using single sign on include:

Reducing password fatigue from different user name and password combinations

Reducing time spent re-entering passwords for the same identity SSO users do not need to remember so many passwords to log in to different resources.





## **Home Page**

This is the first page of iKNiTO. This is a complete featured web page to access almost all iKNiTO services. Wherever you are in iKNiTO, you can click on "Home" to return to the first page of iKNiTO.





#### iKNiTO Subject Tree

We have designed a special subject tree which is called iKNiTO Subject Tree that establishes a uniform subjecting for all different resource types. This subject tree is an integration of some famous trees like HILC and JCR.

The strength of iKNiTO subject tree is on its three main factors:

The wide range of subjects it supports for covering almost all universal publications. Its ability to be mapped with popular subject trees like HILC, JCR (a journal based subject tree) and RCL (a book based subject tree).

iKNiTO librarian team is very careful to assign special iKNiTO subjects for each of the resources.

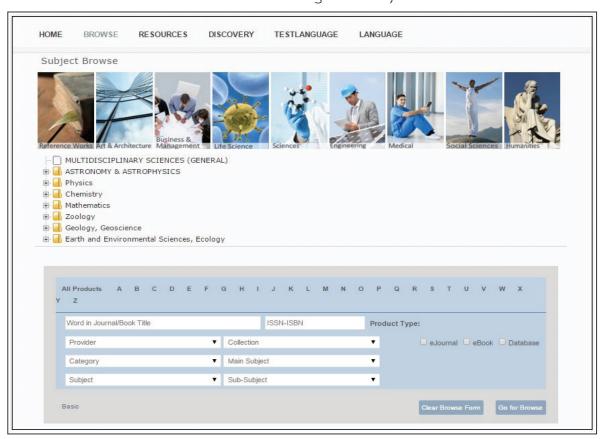
# iKNiTO is covering all scientific and academic subjects in 9 categories:

- Sciences (Pure and Basic)
- Engineering & Applied Sciences
- Medical & Health Sciences
- Life Sciences & Agriculture
- Business, Management and Economics
- Art and Architecture
- Social Sciences
- Humanities
- General and Reference Works

Subjects are accessible via 4-level expandable iKNiTO subject-tree. Each category expands to a number of subjects, and subjects that expand to sub-subjects.

Users may browse and find their favorite subjects between more than 500 subjects. By selecting your favorite subject, you will see all databases, journals, books, references and ... in the field.

You could also filter list of results to find high ranked journals and awarded books.



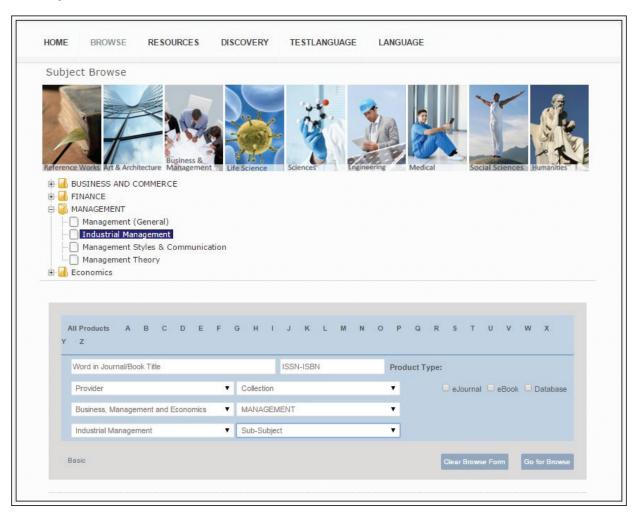
# Subject Browse

This module is a table which could help to browse all resources via a graphical subject tree. You can click on each main subject image and see a new level of subjects in its below box.

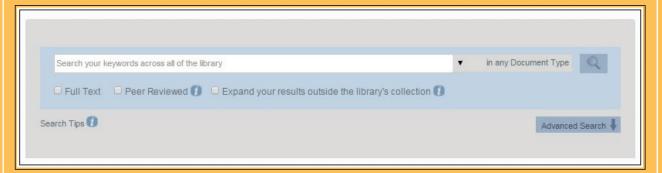


With **Subject browse** you are able to be more familiar with existing books and journals in iKNiTO library in your field. Just click on your favorite subject to see its sub-subjects, so choose one of them and click on it to have complete list of related resources.

## **Example:**

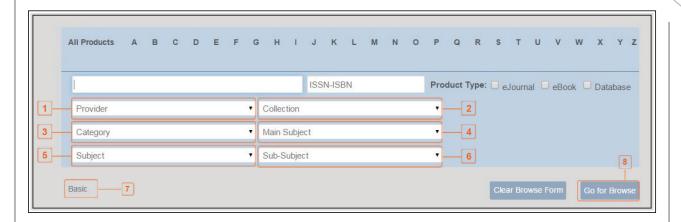


# Basic Browsing



Here you can either see A to Z list or look for a particular word in a resource title.





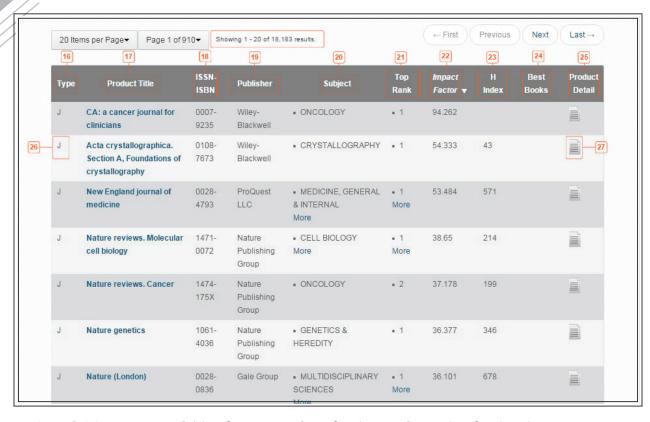
First of all you have a complete A to Z list and by clicking on any letter you will be able to see list of resources beginning with that letter.

## Alternatively you can browse more selectively:

- **1.Publisher:** You can select publisher name using drop down menu.
- **2.Collection:** Each publisher has some products collections in which you can browse.
- **3.Category:** All of your resources are organized in 9 categories
- **4.Main subject:** You can select your required main subject in each category for example Chemistry or Mathematic in Basic & Pure Science.
- **5. Subject**: Takes you one level lower than a main subject that you have selected
- 6. Sub-Subject: This is the lowest and most minute level of subjecting
- **7. Basic:** if you click on "Basic" your search will be limited only for Title or ISSN /ISBN.



You can find the number of resources here.



16 and 26. Type: could be for example J for journals and B for books.

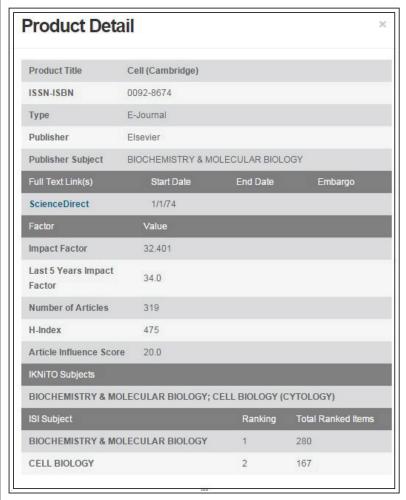
- 17. Product title: after searching, you will get the result sorted based on product titles.
- **18. ISSN-ISBN:** you can get the standard number of the product.
- 19. Publisher: publisher name.
- 21. Top Rank: journals rank based on ISI indexing.
- 22. Impact Factor: Impact Factor Score based on last version of JCR.
- 23. H-index: it is some sort of ranking base on Scopus index.
- 24. Best Books: all rewards with regards to a title.
- **25 and 27. Product detail:** clicking on the small logo, you can find more information about a product.

# **Product Detail**

#### **Journal Product Detail:**

## Some of popular information you can find in this window:

- ISSN-ISBN: Unique identifier for the journal.
- Publisher: Shows imprint publisher of the journal.
- Publisher Subject: The subject assigned to this journal by its imprint publisher.
- Full Text Link(s): Full text links in different providers sites are listed here.
- **iKNiTO Subject**: Shows all iKNiTO subjects which this journal categorized by them.
- ISI Subject: Shows all ISI subjects by which this journal is categorized and the product rank on each subject.
- Factor and value: These are journal evaluation indicators, which are discussed below.



**Impact factor:** Impact Factor Score based on last version of JCR.

#### last 5-Year Journal Impact Factor:

The 5-year journal Impact Factor is the average number of times articles from the journal published have been cited in the past five years in the JCR year.

**H-Index:** H-Index Indicators, have been provided by SCOPUS. Please note that the greater the H-Index the higher the rank of the journal is.

#### **Book Product Detail**

# Some of popular information you can find in this window:

- ISSN-ISBN: Unique identifier for the book.
- Publisher: Shows imprint publisher of the book.
- **Publisher Subject**: The subject assigned to this book by its imprint publisher.
- Full Text Link(s): Full text links in different providers sites are listed here.
- Author: Lists book author(s).
- LC: LC call number of the book.
- **iKNiTO Subject:** Shows all iKNiTO subjects which this book categorized by them.

Product Det	ail			×
Product Title	Atlas of Human Ana	tomy		
ISSN-ISBN	9781416059516			
Туре	E-Book			
Publisher	Elsevier - Health Scie	ences Division		
Author	Frank H. Netter			
LC	QM25.N46 2010			
Publisher Subject	Anatomy			
Publication Year	May, 2010			
Full Text Link(s)	Start Date	End Date	Embargo	
ClinicalKey				
IKNiTO Subjects				
ANATOMY & MORPH	HOLOGY			



One of the unique services of iKNiTO is finding your favorite internationally well-known journals in a simple way. All of the journals which are indexed in the ISI-JCR are sortable here by their ranks. This is an efficient way of making researchers familiar with the best journals published in their specific fields. Smaller rank figures indicate higher level of quality for journals and higher cited articles.

# Ranking details are available in product detail of each journal:

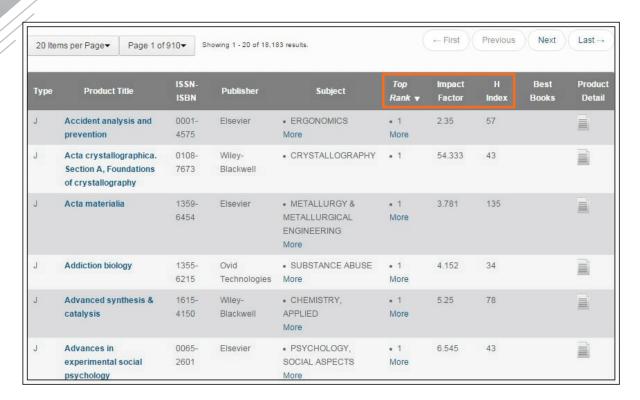
20 Items per Page   Page 1 of 910   Page 1 of		910▼	Showing 1 - 20 of 18,183 results.			← First Previous Next L				
Туре	Product Title	ISSN- ISBN	Publisher	Subject	Top Rank ▼	Impact Factor	H Index	Best Books	Produ Deta	
J	Accident analysis and prevention	0001- 4575	Elsevier	ERGONOMICS     More	• 1 More	2.35	57			
J	Acta crystallographica. Section A, Foundations of crystallography	0108- 7673	Wiley- Blackwell	CRYSTALLOGRAPHY	• 1	54.333	43			
J	Acta materialia	1359- 6454	Elsevier	METALLURGY &     METALLURGICAL     ENGINEERING     More	• 1 More	3.781	135			
J	Addiction biology	1355- 6215	Ovid Technologies	SUBSTANCE ABUSE More	• 1 More	4.152	34			
J	Advanced synthesis & catalysis	1615- 4150	Wiley- Blackwell	CHEMISTRY,     APPLIED     More	• 1 More	5.25	78			
J	Advances in experimental social psychology		Elsevier	PSYCHOLOGY,     SOCIAL ASPECTS     More	• 1 More	6.545	43			
J	Ageing research reviews		Elsevier	GERIATRICS & GERONTOLOGY More	• 1 More	9.0	47			
J	Agricultural and forest meteorology	0168- 1923	Elsevier	FORESTRY More	• 1 More	3.228	83			
J	Agricultural systems	0308- 521X	Elsevier	AGRICULTURE,     MULTIDISCIPLINARY	• 1	2.907	43			
J	American journal of respiratory and critical care medicine	1073- 449X	Ovid Technologies	CRITICAL CARE     MEDICINE     More	• 1 More	10.191	225			



#### Journals:

Researchers are always keen to know the the best and highest ranked journals in their field. iKNiTO offers this facility by providing ranking information for your journals. Please note that your library must have acquired the required licenses for this purpose.

Below, rankings for journals are shown:



#### Journal evaluation indicators

#### H-Index:

You are also able to sort your journals by H-Index Indicators which have been provided by SCOPUS. Just click on "H-Index" in the gray bar and view your journals sorted based on this factor. Please note that the greater the H-Index the higher the rank of the journal is.

#### Impact factor:

Impact Factor Score based on last version of JCR.

#### **Article Influence Score:**

This is the journal's Eigenfactor Score divided by the fraction of articles published by the journal.



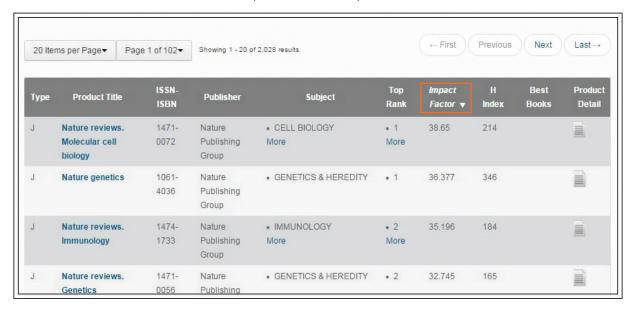
Click on "Rank" to sort your journals collection with their ISI ranks based on impact factor from the last version of JCR.

20 Items per Page ▼ Page 1 of 910 ▼		Showing 1 - 20 of 18,18		← First	Previous Next		Last→			
Туре	Product To	itle	ISSN- ISBN	Publisher	Subject	Top Rank ▼	Impact Factor	H Index	Best Books	Produc Detai
J	Accident analy prevention		0001- 4575	Elsevier	ERGONOMICS     More	• 1 More	2.35	57		ì
J	Acta crystallog Section A, Four of crystallogra	ndations	0108- 7673	Wiley- Blackwell	CRYSTALLOGRAPHY	• 1	54.333	43		
J	Acta materialia		1359- 6454	Elsevier	METALLURGY &     METALLURGICAL     ENGINEERING     More	• 1 More	3.781	135		
J	Addiction biolo		1355- 6215	Ovid Technologies	SUBSTANCE ABUSE More	• 1 More	4.152	34		
J	Advanced synt		1615- 4150	Wiley- Blackwell	CHEMISTRY,     APPLIED     More	• 1 More	5.25	78		
J	Advances in experimental s psychology		0065- 2601	Elsevier	PSYCHOLOGY,     SOCIAL ASPECTS     More	• 1 More	6.545	43		
J	Ageing researc	ch reviews	1568- 1637	Elsevier	GERIATRICS & GERONTOLOGY More	• 1 More	9.0	47		
J	Agricultural an meteorology	d forest	0168- 1923	Elsevier	FORESTRY     More	• 1 More	3.228	83		
J	Agricultural sy	stems	0308-	Elsevier	AGRICULTURE,	• 1	2.907	43		

# Impact Factor

The JCR provides quantitative tools for ranking, evaluating, categorizing, and comparing journals. The impact factor is one of these; it is a measure of the frequency with which the "average article" in a journal has been cited in a particular year or period. The annual JCR impact factor is a ratio between citations and recent citable items published. Thus, the impact factor of a journal is calculated by dividing the number of current year citations to the source items published in that journal during the previous two years. The impact factor is useful in clarifying the significance of absolute (or total) citation frequencies. It eliminates some of the bias of such counts which favor large journals over small ones, or frequently issued journals over less frequently issued ones, and of older journals over newer ones. Particularly in the latter case such journals have a larger citable body of literature than smaller or younger journals. All things being equal, the larger the number of previously published articles, the more often a journal will be cited.

The most important and recent use of impact is in the process of academic evaluation. The impact factor can be used to provide a gross approximation of the prestige of journals in which individuals have been published. This is best done in conjunction with other considerations such as peer review, productivity, and subject specialty citation rates. As a tool for management of library journal collections, the impact factor supplies the library administrator with information about journals already in the collection and journals under consideration for acquisition. These data must also be combined with cost and circulation data to make rational decisions about purchases of journals.



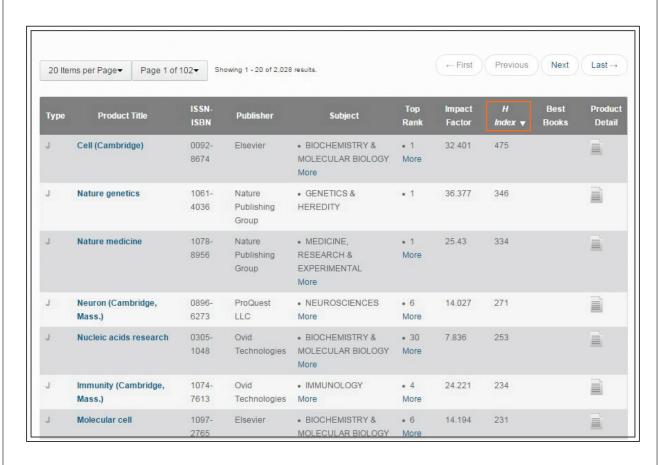


The H-index "gives an estimate of the importance, significance, and broad impact of a scientist's cumulative research contributions".

Although H-index is to quantify an individual's scientific research output, also it could be used for quantify a Journal, university, scientific institute, country and...

It is based on a list of publications ranked in descending order by the Times Cited. The value of **H** is equal to the number of papers **(N)** in the list that have **N** or more citations.

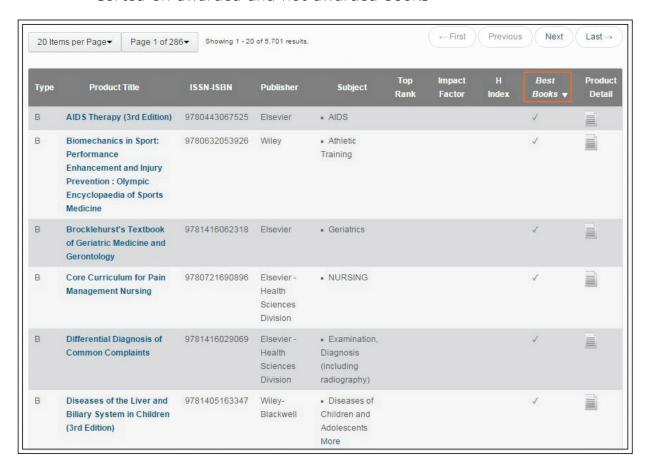
This metric is useful because it discounts the disproportionate weight of highly cited papers or papers that have not yet been cited.





One of the valuable and unique services of iKNiTO is "Best Book" which introduces, all the books which have received award from the premier list of core print and electronic resources for academic libraries, featuring over 80,000 titles in 117 subjects. Taking advantages of "Best Books", help you to be familiar with top academic books in your favorite subjects.

Clicking on the 'Best Books' header causes your browse results to be sorted on awarded and not awarded books

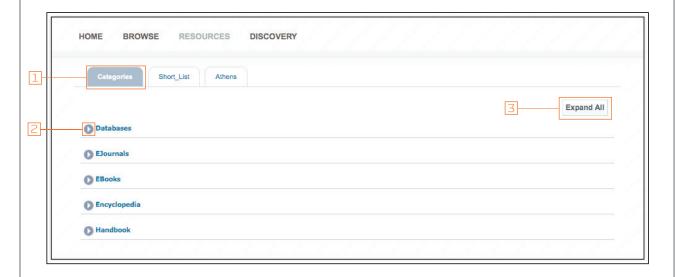




You can view list of your resources by going to the Resources page. From this page you can follow various links which are made available to you in order to go to a particular resource, in effect bypassing any search and discovery mechanism.

This is useful when you already know the publisher or resources that you would like to search, browse or read.

Here you have two or more options, depending on how authentication system is organized and tools that your library has deployed. The following three are common ones:



- **1-Categories:** Allows you to see various categories of your resources (types of resources). Depending what kind of resources you have access to, you will see matching categories such as Databases, Ejournals, Ebooks, Medical Atlases, Drug Information, Medical Images, E-References, Handbooks, etc.
- **2-Expand:** You can expand each category to see its content by clicking on its name.
- **3-Expand All:** Click on Expand All to see contents of all categories

Once you are visiting the Resource pages, you have a number of options for going directly to a resource:

### **Access resources via Categories Tab:**

After expanding each category, you find related resources with publisher's and products' name and logo.



- **4- Publishers Logo**: If you click on Publishers Logo, you will automatically login to Publisher's platform, in spite of you are in campus or off campus:
- 1- If you are in campus you will route via IP
- 2- If you are off campus you will route via proxy

So you could see full text of subscribed titles in this platform, (in campus and off campus.)

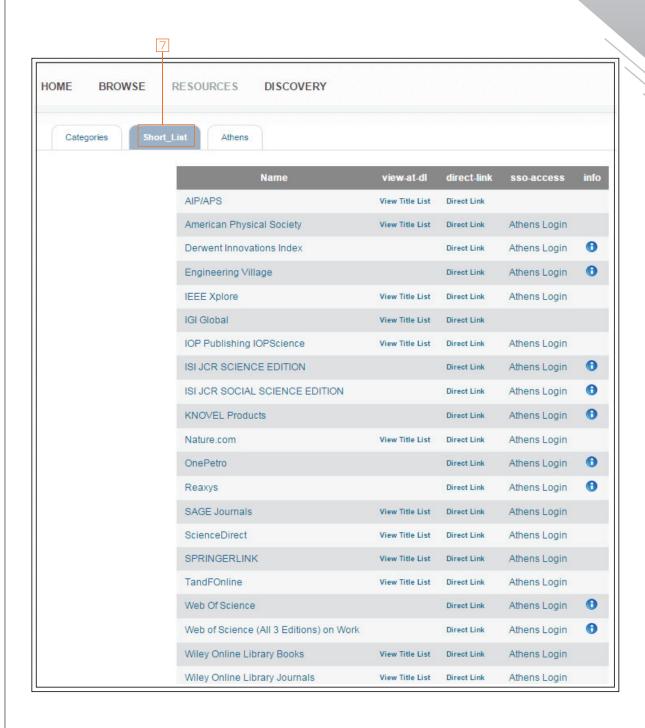
**5- Title list**: If you click on Title list, you could see the list of subscribed titles that is available on publishers' platform in your institution.

Then if you click on each titles you could see full text of subscribed titles (in campus and off campus)

**6- Athens Login:** If you click on Athens Login, you will authenticate on this platform automatically via Athens SSO Service and you could see full text of subscribed titles in this platform, (in campus and off campus.)

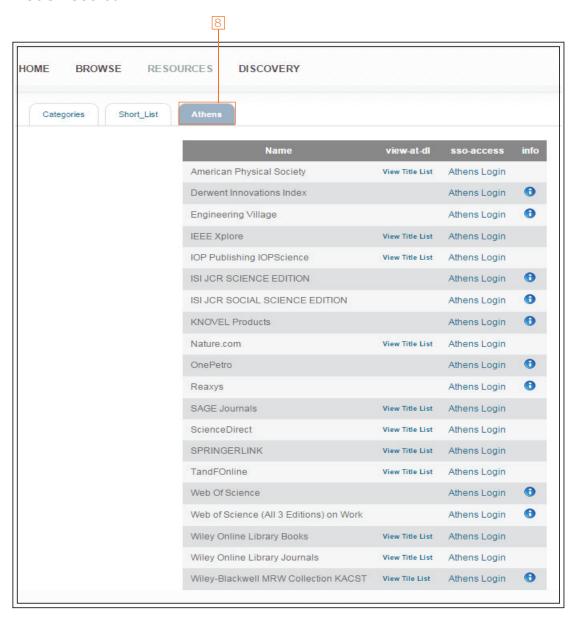
## **Access resources via Short List Tab:**

**7-Short List:** Gives a list of your resources with some limited information about how to access them.



## Access resources via SSO/Athens Tab:

**8-SSO/Athens**: Similar to Short List but will only contain list of resources which are registered to be accessed with a certain Single Sign On (SSO) authentication mechanism (in this case Athens). This could for example be Shibboleth.



# Discovery

Web Scale Discovery (WSD) enables you to search your favorite keywords between 1 billion academic records via Summon or EDS discovery simple search box, and then you will receive all related results in less than 1 second!!! It searches almost all famous resources in the world in one go!!!

The Summon™ and EDS, web-scale discovery service enables a familiar web-searching experience of the full breadth of content found in your library collections—from books and videos to e-resources such as articles. It goes beyond federated search, beyond next-generation catalogs to create an all-new service for users.

Through one simple search to a single unified index, discovery service provide instant access to the breadth of authoritative content that's the hallmark of great libraries. No need to broadcast searches to other databases —it provides one search box for a researcher to enter any terms they want and quickly get credible results in one relevancy ranked-list.

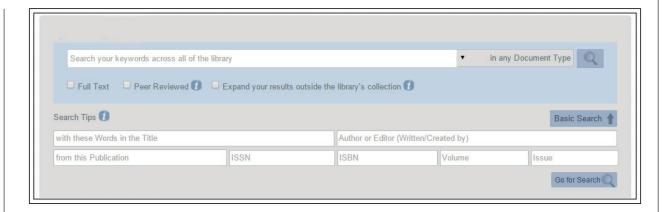
Students like the service's power to transform their search experience, and have found it easy to use and get result below the second.

# Summon indexes more than 1000 Database include Journal collections, Books collections, and References such as:

- Elsevier SciVerse (including ScienceDirect and SCOPUS)
- Thomson Scientific ISI Web of Knowledge
- SpringerLink
- Wiley Online Library
- Taylor & Francis, Routledge, CRC
- IEEE Xplore
- OUP, CUP, and 120 other university press resources
- Emerald, Nature, Science
- ProQuest, Gale Ebsco Databases
- And many more databases



You can run your search with your desired keyword or phrase. Just enter it in this search box and get most related result just from your iKNiTO library or expand it to other academic resources in the worldwide.



You can enter your desired "keyword" or "Phrase" in this search box and run a simple search to get related result among all iKNiTO library resources or you can expand it to all academic resources in the web.



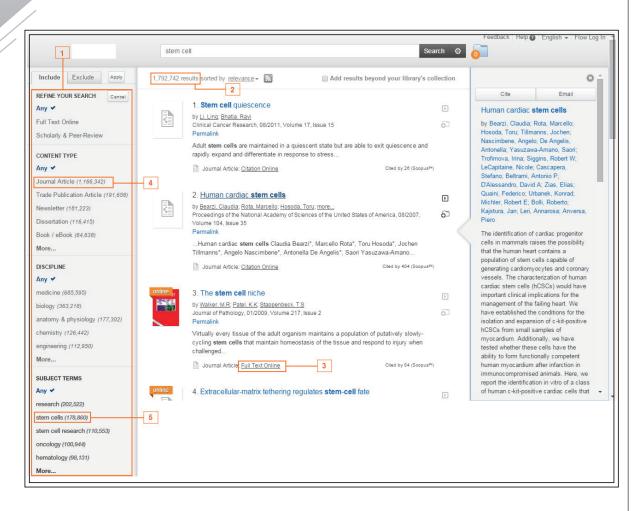
Allows users to search the breadth of library collections, both physical and digital, at the article level from a single search box. With its unified index of pre-harvested content, much from full-text articles, Web Scale Discovery turns the library search experience into one as simple, easy, and fast as possible.



Over 6,800 publishers are represented in the Web Scale Discovery services' indexes of one billion records from nearly 100,000 journals at the article level double that number available at launch. Some Key participants include ProQuest, Gale, Springer, Taylor&Francis, MLA, ABC-CLIO, Ingram Digital, LexisNexis Academic, Ingenta Connect™, IEEE, Thomson Reuters ISI Web of Science®, Royal Society of Chemistry, Nature, and Wiley to name a small number from this prestigious group.



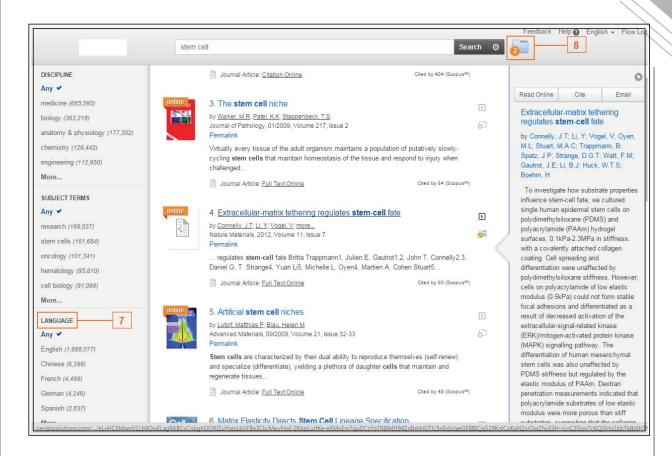
As an example, here Summon search result is shown which enables you to search your favorite keywords between 1 Billion academic records in a very simple way. For quick search, enter your key word in summon search box, let search for "steam cell" then the result come back to you as below.



- 1. Refine the **search** box
- 2. Quantity of research result
- 3. Full text button
- **4.** Quantity of article based on type of content
- 5. Quantity of article based on subject

As you see, the search result returned 1,792,742 records. You can see the full text of some records that are available in your **iKNiTO** by clicking on "full text online".

**7. Language** – it shows how many articles are found in each language, i.e. English, French... and you can constrain the search based on publication language



**8. Saved item** – shows the article that you saved in search job.

For advance search, click on summon discovery tab. There are many options that you can use to refine your search. Summon search may be done simultaneously on all databases, books, journals and other electronic resources existing inside the organization as well as on free resources on the internet.

# Reference Management

# Some Databases that allow direct export to Reference Management:

- BioMed Central
- ebrary
- EBSCOhost (includes NetLibrary ebooks)
- Gale Cengage
- Google Scholar
- JSTOR
- Medline Ovid
- Proquest
- ScienceDirect
- WilsonWeb

#### **EndNote**

This product from Thomson Reuters is a widely used reference manger, which is supported in iKNiTO. If you are not familiar with it, please refer to this address for a full training: http://endnote.com/training.

## EndNote lets you accomplish the following tasks when writing a new paper:

- Search and find your required articles and auto complete your references
- Store it. Organize, store and mark up your research files
- Match it through journal matching in order to find out best potential journals to publish in
- Create it. Use built in bibliography maker to create and format citations in many styles
- Share it. Collaborate online with your team as well as other global teams

# Mendeley

Mendeley is a free **reference manager** and **academic social network** that can help you organize your research, collaborate with others online, and discover the latest research.

Automatically generate bibliographies

Collaborate easily with other researchers online

Easily import papers from other research software

Find relevant papers based on what you're reading

Access your papers from anywhere online

Read papers on the go, with our new iPhone app

Mendeley is a reference manager and academic social network that can help you organize your research collaborate with others online, and discover the latest research.

Click here to start



#### **RefWorks**

RefWorks is a web-based citation management and bibliography tool. It can help you to efficiently store, organize, share citations and easily format them for papers and bibliographies. It allows you to create your own personal database by importing references from text files or online databases and other various sources. You can use these references in writing papers and automatically format the paper and the bibliography in seconds.



## In general it helps you as a researcher to:

- Gather references automatically from article databases while you research.
   Many of the Library's databases will allow you to download records directly into your RefWorks account.
- Permanent links to full text articles.
- Format manuscripts and citations instantly in a variety of styles (MLA, APA, Turabian, etc)
- Create and organize a personal research database online.
- Access your information online from any computer, anywhere, anytime.
- Share your databases with colleagues on campus and around the world.
- Transfer references among applications.

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