Pre-written email for librarians: announce eJournal subscription access

[Highlighted sections to be completed by the Librarian].

[Subject line:] You have access to eJournals on Emerald Insight

Dear [Name],

As part of our library subscription holdings, we have access to **eJournal content on Emerald Insight**. This content is available to all library users across the institution.

**What’s included?**

[Include details of your holdings. Information on available eJournal collections can be taken from [this brochure](https://www.emeraldgrouppublishing.com/sites/default/files/2021-11/ejournals-brochure-2022-en-web.pdf)]

Our subscription to Emerald eJournals includes access to archive and recently published research.

**How can I access this?**

You can browse all journal content at: [Librarian to paste either Discovery Platform URL or emerald.com/insight/]

**Navigating Emerald Insight**

Search – enter specific words and phrases into [quick](https://www.emerald.com/insight/) and advanced search.

Browse – view a [list of all journals](https://www.emerald.com/insight/browse/publications?journals=true&p=1), then refine using search or filters.

[Support using Emerald Insight](https://www.emeraldgrouppublishing.com/how-to/librarians/use-emerald-insight) – platform guides and videos demonstrate how to find relevant content quickly and easily.

**Create an Emerald Insight profile**

An Emerald Insight profile allows users to set up content alerts and save searches to review later.

[View profile guide](https://www.emeraldgrouppublishing.com/how-to/librarians/use-emerald-insight#profile)

[Register a new profile](https://www.emerald.com/insight/register)

[Login to a profile](https://www.emerald.com/insight/login)

**Content alerts** allow users to stay connected to the latest research for their chosen titles. [View guide.](https://www.emeraldgrouppublishing.com/how-to/librarians/use-emerald-insight/how-set-your-user-profile)

**Need support?**

If you need any supporting accessing eJournals on Emerald Insight, please contact a member of staff within the library.

Best wishes,

[Librarian name]