**Video transcript – linking to full text journal articles**

Hi, I’m Kirsten and I’m going to show you how to find and link to the full text of journal articles you have found using either the library’s Discover search or one of the library’s subject databases.

I’m going to use this list of results that I’ve saved from a search in Discover.

Wherever you see the little orange padlock icon next to an article record this means the article is from an open access journal and full text is available to view even without logging in to your library account.

When you want to access the full text of an article, click on either the title or the link to ‘available online’. This will open the library record for the item. I’m going to look under the ‘view online’ heading for a library subscription that provides me with access to the article and I can see that as a blue hyperlink. When I click on the link I’m taken to the platform where the article is available and I can view the full text online. I also have the option to download a PDF version of the document.

Sometimes it’s not possible to link at article level. Going back to my search results I’m going to choose another item and again clicking on one of the links available under the ‘view online’ heading – this time instead of taking me to the full text I’ve been directed to another page on the journal website.

When this happens you need to look for a link somewhere on the page to a list of the issues available. Depending on the publisher this link could be in different locations on the page and may also be named differently. On some sites it may be named as ‘previous issues’, ‘other issues’, ‘archive’ or something similar. On this particular site the link I’m looking for is named ‘volumes’. Clicking this link displays the list of issues that are available to view online. I need to refer back to the reference from my results list and then navigate by year volume and issue number. Once I can see the contents of that particular issue of the journal I can scroll through to find the article that I want and gain access to the full text from there.

The library has access to tens of thousands of journal titles but it doesn’t have access to every journal published. So sometimes you will find references to an article that comes from a journal the library doesn’t have.

Looking at my results list I can see one here that says ‘no online access’. I’m still going to click into the record to see if there is any further information about where I might be able to view online or to find it. Unfortunately there is no additional information there.

So I can do a final check on whether the library takes the journal by copying the journal title (not the article title), go back to the library homepage and using the ‘journal browse’ feature and paste the title into the search box. This confirms that the library doesn’t have a subscription to that particular journal. If you need to get access to a journal that the library doesn’t have, please check our guidance on using the inter-library loan service which you can find under the ‘using the library’ menu on the library homepage.

The process for finding and linking to full text is the same if you are using a subject specific database. Some library databases provide full text access but many contain a mixture of full text and abstracting and indexing. Abstracting and indexing services allow you to search for and identify relevant materials but they don’t host the full text content.

I’ll use a search that I’ve saved in ProQuest to demonstrate but the steps you need to take to gain access are the same regardless of the database you are using. Looking at my results I can see a number of full text PDF links and clicking on one of these would open the article. Where there are no such links – so numbers 3 and 4, you may see the SFX link (in some databases this link may say ‘find it’) to check the library’s collections. When you click on that link it opens the library record for the item. On this occasion the one I have chosen is available from another provider and at this point the process is the same the one we followed in Discover. Looking at the links under view online and following the link through either to the full text of the article or to a page on the journal website.

If you have any issues in connecting to the full text of an article that is showing as available from the library please contact us for help. You can find our contact details on the website using the subject help menu.