Set Up Access by Organization Access Numbers (OAN)

Existing profile users (already registered email address):

If you had a user profile on Emerald's platform, Please **login** with your email address at <u>https://www.emerald.com/insight</u>

1. select the '**Profile**' then

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2. click Add Organization Access Number (OAN)

Manage account



3. Put 15 digit access number OAN: 795703450632689



New Users

Register a profile on the Emerald Platform (klik this link: how to set up account):

1. From the Homepage (www.emerald.com/insight) select "Register for Profile".

Browse our content Register for a profile

2. Enter your name, e-mail address and Organization Access Number (OAN).

OAN: 795703450632689

Tick to agree to the T's & C's and Privacy Policy, then click "Register".

3. You will then receive an e-mail asking you to activate your account:



5. You must click the "Login" link . You will then be directed to a welcome page where you will need to create and confirm your password:

emerald insight

ease choose a par idress and this par	soword - you'll be able to login in future using your email. ssword.
Login Email	claire faringtonghotmail.co.uk
New Password	
Confirm Password	

- 6. After assigning a password, click "Continue".
- You can begin searching from the search bar. Results can be can be streamlined to 'only content I have access to' on the results page itself. Please see the Emerald<u>Search</u> <u>Guides</u> for more details.

Guides

Our quick reference guides will help you get the most out of the Emerald research platform. Keep checking back for new guides and translated versions.

Searching: Learn the basics of how to search Emerald's vast content.





10. You will be able to save your searches to your profile, so that you can perform the same searches on your next visit. Please note, our alert services are currently disabled

If you have any questions concerning the above, or are struggling to register the OAN against your profile, please contact <u>Emerald Customer Support</u>.