

Finding Suggested Readings

Finding Articles

- To begin, access the library homepage on the Virtual Campus at:

<https://mycampus.aiu-online.com/portal/5/library/pages/libraryhome.aspx>

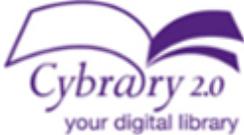
- Next, click the **Find articles and ebooks** link on the library homepage.



- This will load a new page with a search box at the top.



▼ Find articles and e-books

 Keyword

Cybrary 2.0
your digital library

- If you are provided with a reading list or bibliography for your course, the articles information will often be provided to you in APA format. For example:

Hutchinson, S., & Purcell, J. (2010). Managing ward managers for roles in HRM in the NHS: Overworked and under-resources. *Human Resource Management Journal*, 20(4), 357-374. doi: 10.1111/j.1748-8583.2010.00141.x.

- If you are looking for a specific article, type the title of the article into the search box at the top of the AIU Library's Find Articles and eBooks page.

Note: If the article also has a subtitle, you can leave that off in your search.

- Using the example above, type **managing ward managers for roles in HRM in NHS** into the search box.
- Before clicking Search, change the search option from **Keyword** to **Title** by clicking the down arrow.

▼ Find articles and e-books



Keyword ▼
 Keyword
Title
 Author

managing ward managers for roles in HRM in NHS

- Click the search button and results will load on a new page.

1.  **Managing ward managers for roles in HRM in the NHS: overworked and under-resourced Sue Hutchinson and John Purcell** **Managing ward managers for roles in HRM in the NHS.** 

By: Hutchinson, Sue; Purcell, John. *Human Resource Management Journal*. 2010, Vol. 20 Issue 4, p357-374. 18p. 6 Charts. DOI: 10.1111/j.1748-8583.2010.00141.x.

Subjects: PERSONNEL management; MANAGEMENT; SUPERVISORS; EXECUTIVES; LEADERSHIP; Human Resources Consulting Services; Administration of Human Resource Programs (except Education, Public Health, and Veterans' Affairs Programs); HOSPITAL **wards**; NATIONAL health services

Database: Business Source Premier

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[PDF Full Text \(155KB\)](#)

Note: If you receive a **No results were found** message, take a look below the keyword search box to see if **Results may also be available for** appears. This often indicates that a word has been a misspelled in your search terms. Try clicking the suggested link that most closely matches what you were searching:

Searching: **Discovery Service for Cybrary**

Managing ward magers for roles in HRM in NHS

Select a Field (optional)

AND Select a Field (optional)

AND Select a Field (optional)

click here

Add Row

Basic Search | Advanced Search | Search History

Results may also be available for: **Managing ward managers for roles in HRM in NHS**, Managing ward agers for roles in HRM in NHS, Managing ward mages for roles in HRM in NHS

No results were found.

- To access the complete article, look for and click a link that says **Full Text** beneath the result listing.

1. **Managing ward managers for roles in HRM in the NHS: overworked and under-resourced Sue Hutchinson and John Purcell Managing ward managers for roles in HRM in the NHS.**

By: Hutchinson, Sue; Purcell, John. *Human Resource Management Journal*. 2010, Vol. 20 Issue 4, p357-374. 18p. 6 Charts. DOI: 10.1111/j.1748-8583.2010.00141.x.

Subjects: PERSONNEL management; MANAGEMENT; SUPERVISORS; EXECUTIVES; LEADERSHIP; Human Resources Consulting Services; Administration of Human Resource Programs (except Education, Public Health, and Veterans' Affairs Programs); HOSPITAL wards; NATIONAL health services

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PDF Full Text (155KB)

What is HTML and PDF?

When pulling up results you may find that some off the full text in PDF and some in HTML. Some articles offer both.

HTML stands for *HyperText Markup Language*. The item will appear similar to a web page. Some formatting may be lost and usually these do not include images.

PDF stands for *Portable Document Format*.

A PDF format looks like a photograph was taken of the original and scanned. It will have the same margin and font and include images if there were any in the original item.

Sometimes there is no choice.

The publishers of the content have opted to make their materials available in only one format.

If you do have a choice, it's up to you which you prefer!

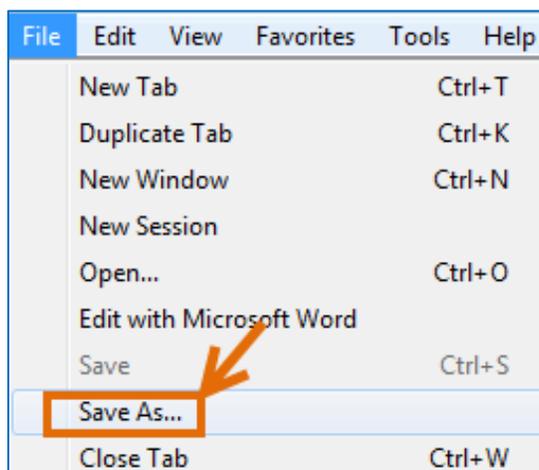
- Once you are in the full text, you will see icons to print, save, or email your article.



- If the item is a PDF, you will see a link to download to file:

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- If the item is an HTML document, you may opt to save it by using the options available through your web browser. For example, using Internet Explorer, click **File** at the top right, then select **Save As...**



- If you are saving the article, be sure it is being saved to your computer or flash drive. If you are not asked where on your computer you want to save the item then it will not have saved properly. Use one of the other options. Saving it as a bookmark in your browser will not work.
- You can try additional searches by entering your next title in the search box at the top of the page. Be sure to change the *Select a Field (optional)* field to **Title**.



Searching: **Discovery Service for Cybrary**

Mixed signals in HRM

AND

AND

Basic Search Advanced Search Search History

Select a Field (optional)
 TX All Text
 AU Author
TI Title
 SU Subject Terms
 SO Journal Title/Source
 AB Abstract
 IS ISSN

Search

Add Row

Library Contact

If you have any questions, or if you need assistance using the library's resources, please let us know!
Contact your campus librarians using the information below.

To receive the quickest response, please be sure to use the contact information for your campus.

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AIU Houston	library@houston.aiuniv.edu	832-201-3623
AIU South Florida	aiufllibrary@aiufl.edu	954-446-6108

The **AIU Online Library** is also available through the campus instant messaging system.