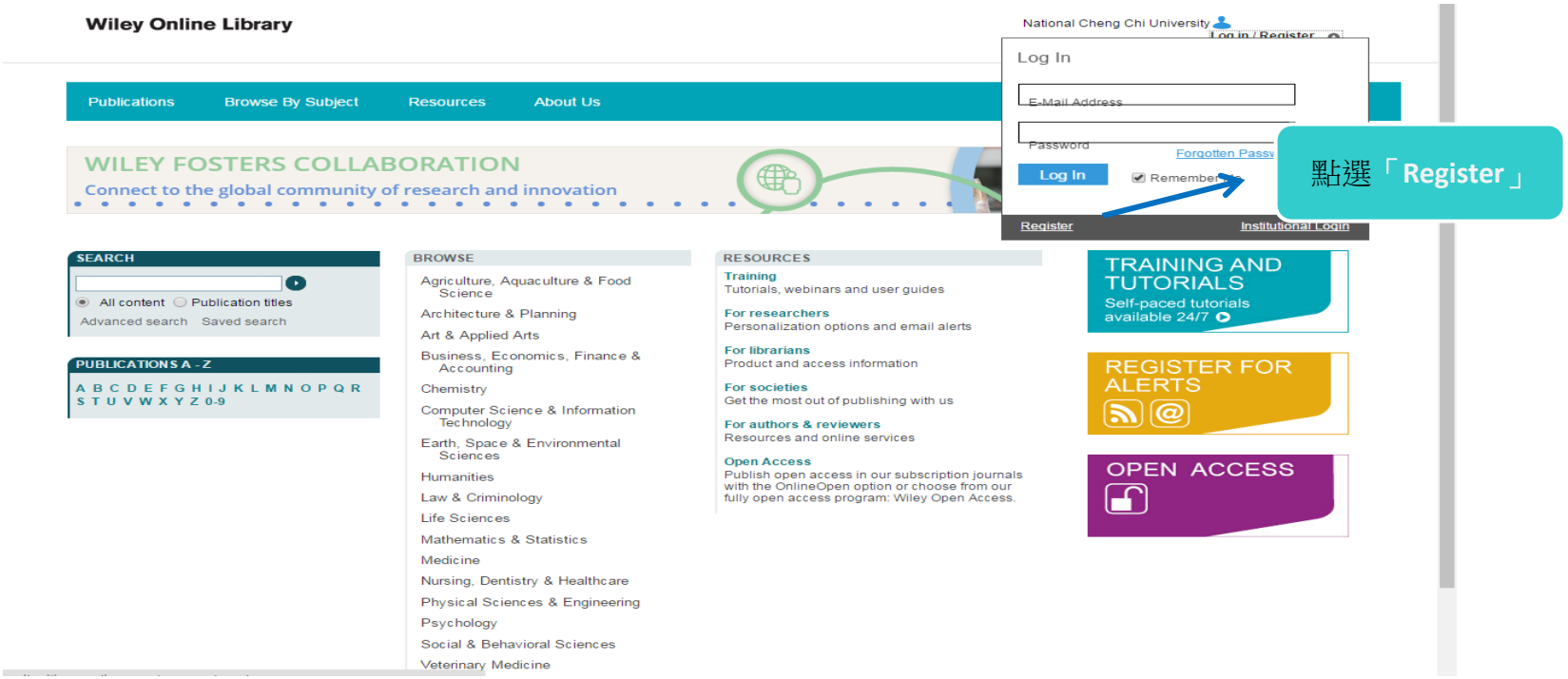
Wiley Online Library　　2017.7

一、註冊個人帳號

第一步、確認上方顯示「National Cheng Chi University」，
點選右下方的「Log in/Register」

第二步、出現「Log in」白色框框後，點選其左下方的「Register」則網頁會自動跳轉至註冊頁面



第三步、填寫註冊的帳戶資料，「E-mail Adress」欄位務必確認無誤，

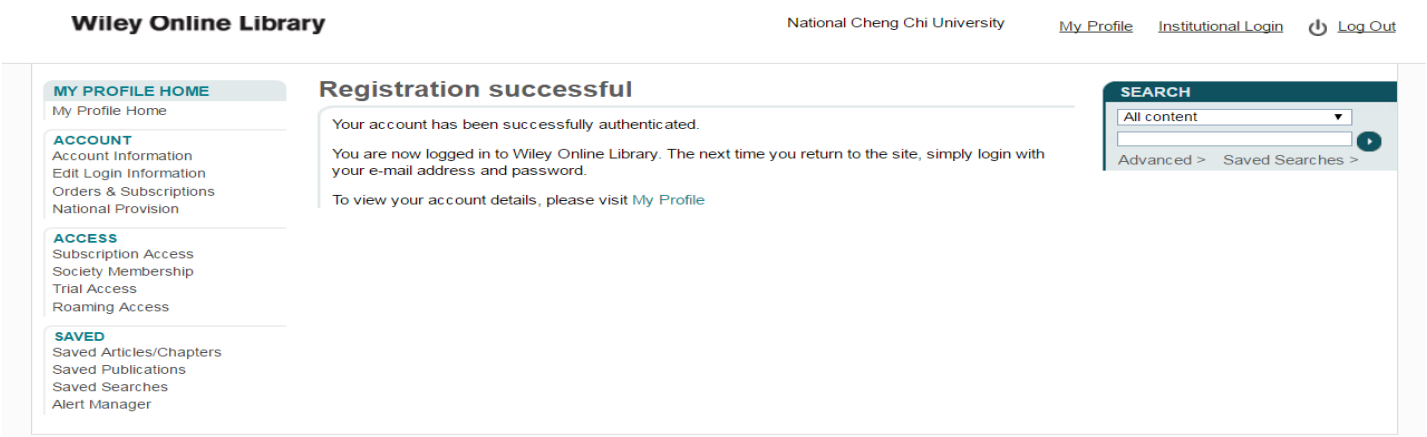
資料送出後系統會寄驗證信於你填寫的信箱

（此信箱同時也是你註冊的帳號）

資料均填寫完成後，即「Submit registration」

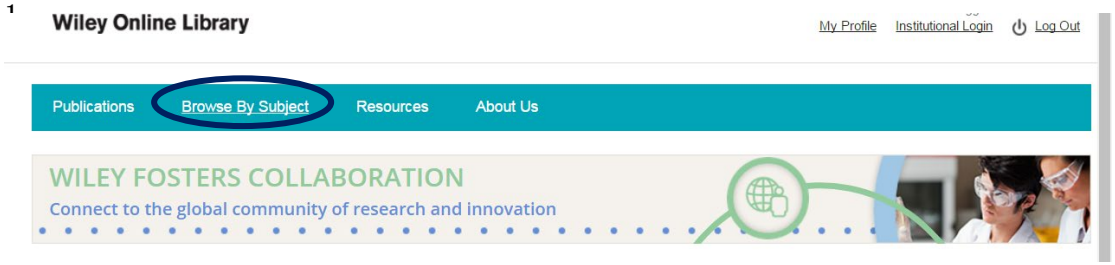
接續第三步、至電子信箱收取驗證信，點擊信中連結

＊註冊成功：網頁自動跳轉至「Registration successful」畫面



二、訂閱期刊，掌握該期刊最新進度

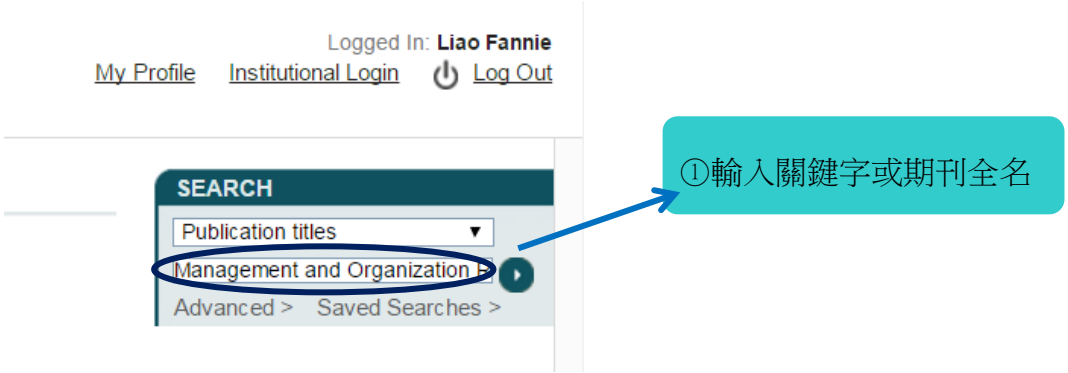
步驟一、登入個人帳號後，選擇「Browse By Subject」



步驟二、選擇欲訂閱的期刊

方法一／

直接用右方的「search」輸入關鍵字，從搜尋結果點進欲訂閱的期刊



①輸入關鍵字
②跳出符合的搜尋結果後，即可直接點進該期刊
Publication Title Search Results
There is 1 result for: Management and Organization Review
SEARCH
Select All
Get Email Alerts
VIEW 1
Management and Organization Review
JOURNAL
VIEW 1
Select All
Get Email Alerts
PUBLICATION TYPE
Journals (1)
Books (0)
Reference Works (0)
Book Series (0)
Lab Protocols (0)
Database (0)
Publications
Browse by Subject
Resources
About Us
Help
Contact Us
Agents
Advertisers
Media
Privacy
Cookies
Terms & Conditions
Site Map

方法二／

若不知道期刊全名的情況下，可以從類別去尋找符合需求的期刊

②進入列出該類別期刊的頁面
Home > Business & Management
RESOURCES
Business & Management Home
FOR LIBRARIANS
Buy these titles
FOR ADVERTISERS
Advertise on this site
FOR CONTRIBUTORS
Submit your article
FOR PRESS
Visit the Press Room
FOR SOCIETIES
Publish with us
SPECIAL FEATURES
Recent Press Releases
Latest Newsletters
Top Ranked Journals
Society Partners
Advertise your MBA program online with Wiley
FREE Trial - Business
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Get New Issue Alerts
Business Backfiles
Sample Issues
Journal Apps
Instant Access to Online Content Pay-Per-View
The Best of 2014 from Organizational Behavior
Social Entrepreneurship
Business & Management
JOURNAL
British Journal of Educational Technology
BOOK
Exercising Influence A Guide for Making Things Happen at Work, at Home, and in Your Community, Third Edition
JOURNAL
Management and Organization Review
BOOK
Membership Management Essentials for Chambers of Commerce
③順利從類別中找到欲訂閱的期刊！
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SEARCH
All content
Advanced > Saved Searches >
TOPICS
All Business & Management
Advertising
Business & Management Special Topics
Business & Society
Business Ethics
Business Self-Help
Consumer Behavior
Corporate Governance
Creativity & Innovation Management
Decision Sciences
General & Introductory Business & Management
Human Resource Management
Industrial & Labor Relations
Intellectual Property, Licensing
International Management
Introductory Marketing
Management
Management / Leadership
Management / Teams
Management Science/Operational Research
Market Research
Marketing & Sales
Marketing Management

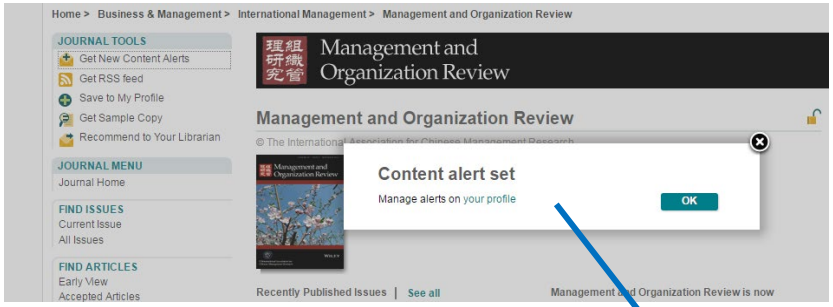
步驟三、點進欲訂閱期刊，進行訂閱

成功進入期刊畫面後，即可進行訂閱

選擇左上方「Get New Content Alerts」

①點選 Get New Content Alerts

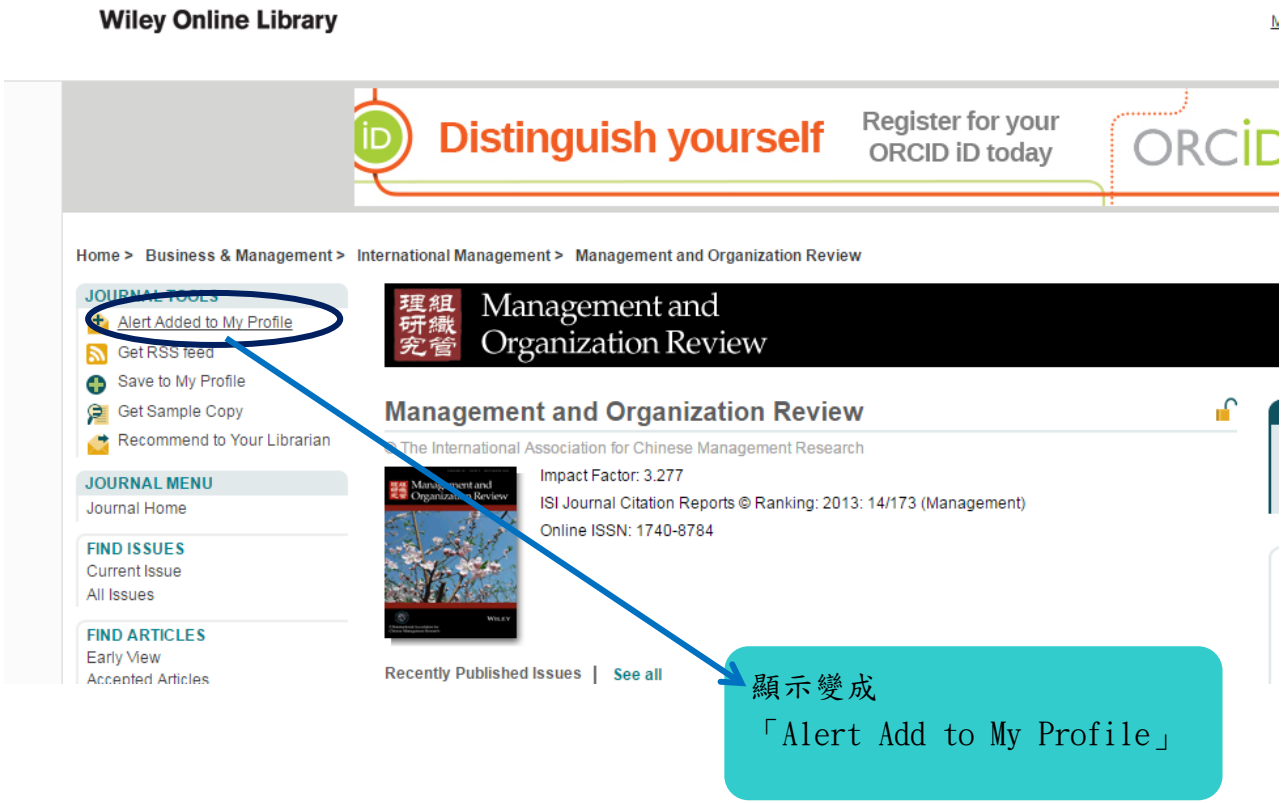
畫面出現「Content alert set」的訊息，表示訂閱成功，按下 OK。



②畫面出現「Content alert set」的訊息，表示訂閱成功，按下 OK。

步驟四、確認期刊頁面狀態改變→代表確實有成功定閱

左上方原本顯示「Get New Content Alerts」的區域，在完成操作後會變成「Alert Add to My Profile」

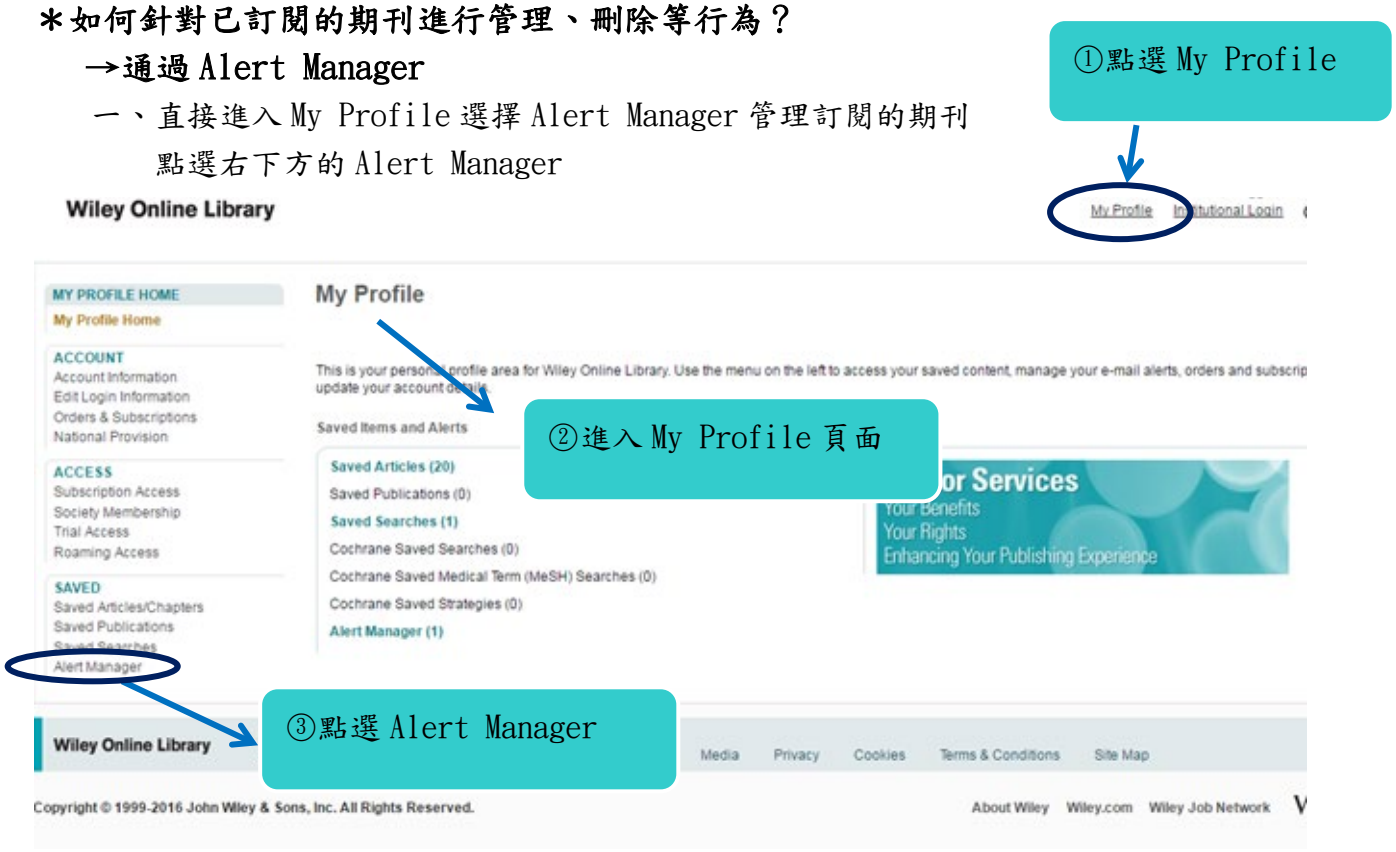


＊如何針對已訂閱的期刊進行管理、刪除等行為？

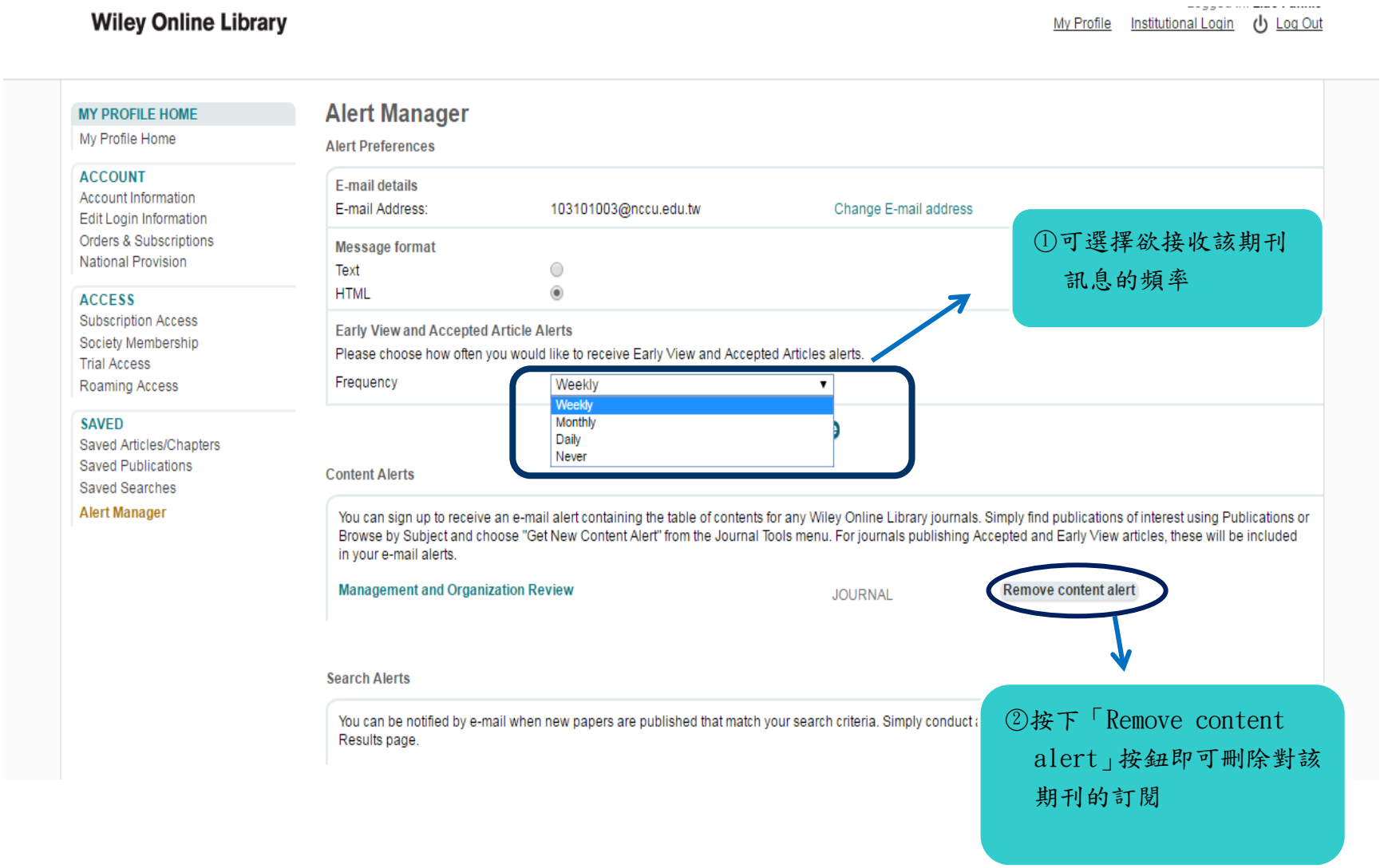
→通過 Alert Manager

一、直接進入 My Profile 選擇 Alert Manager 管理訂閱的期刊

點選右下方的 Alert Manager



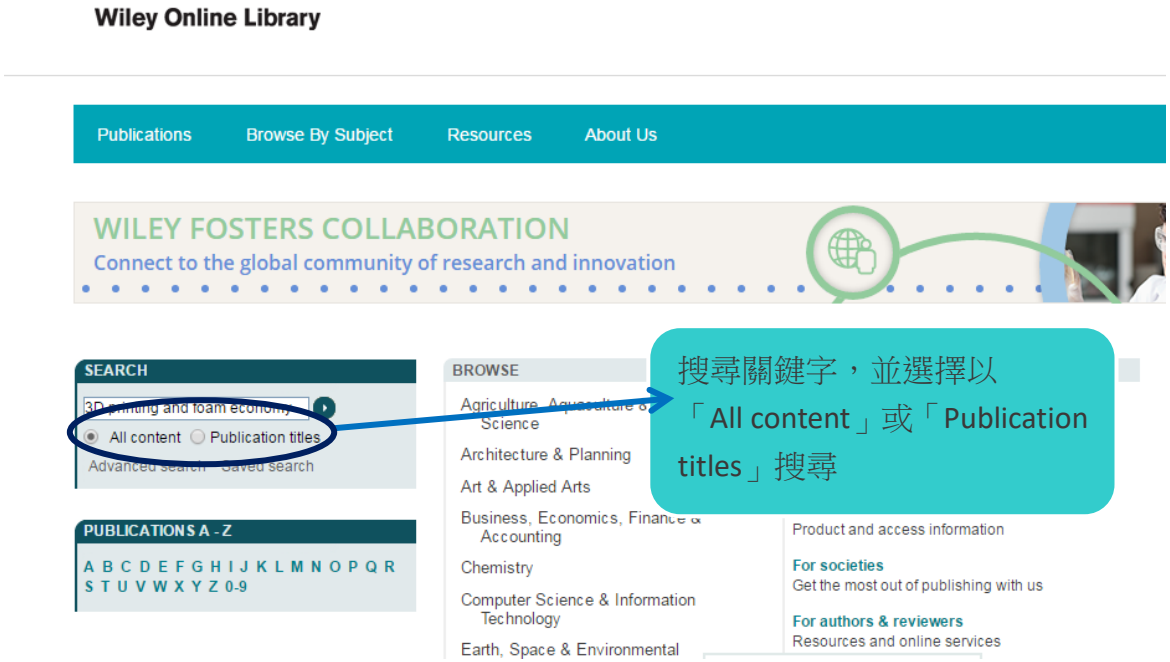
二、可以選擇自己欲接收該期刊訊息的「Frequency」，並按下「update」。　　也可以刪除訂閱的期刊，按下已訂閱期刊右邊的「Remove content alert」按鈕即可刪除


Wiley Online Library
My Profile
Institutional Login
Log Out
MY PROFILE HOME
My Profile Home
ACCOUNT
Account Information
Edit Login Information
Orders & Subscriptions
National Provision
ACCESS
Subscription Access
Society Membership
Trial Access
Roaming Access
SAVED
Saved Articles/Chapters
Saved Publications
Saved Searches
Alert Manager
Alert Manager
Alert Preferences
E-mail details
E-mail Address:
103101003@nccu.edu.tw
Change E-mail address
Message format
Text
HTML
Early View and Accepted Article Alerts
Please choose how often you would like to receive Early View and Accepted Articles alerts.
Frequency
Weekly
Weekly
Monthly
Daily
Never
①可選擇欲接收該期刊訊息的頻率
Content Alerts
You can sign up to receive an e-mail alert containing the table of contents for any Wiley Online Library journals. Simply find publications of interest using Publications or Browse by Subject and choose "Get New Content Alert" from the Journal Tools menu. For journals publishing Accepted and Early View articles, these will be included in your e-mail alerts.
Management and Organization Review
JOURNAL
Remove content alert
Search Alerts
You can be notified by e-mail when new papers are published that match your search criteria. Simply conduct
Results page.
②按下「Remove content alert」按鈕即可刪除對該期刊的訂閱

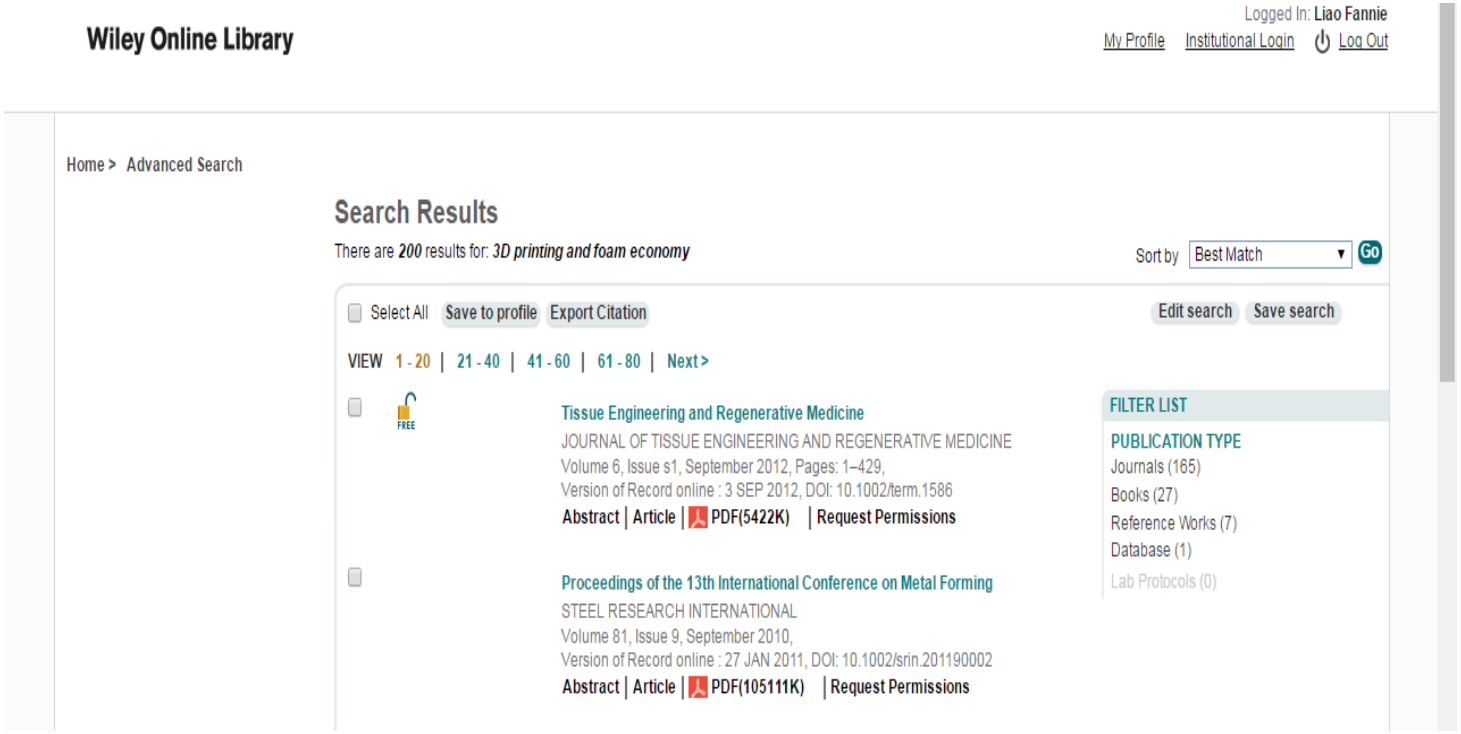
二、專題選粹

步驟一、「search」文章

1. 可以直接在左上方的「search」快速查詢框內輸入欲查詢文章的關鍵字
   選擇「All content」→則只要提及這幾個字詞者的文章皆會被列出
   選擇「Publication titles」
   →只會列出有文章標題有提及你所輸入的關鍵字者。

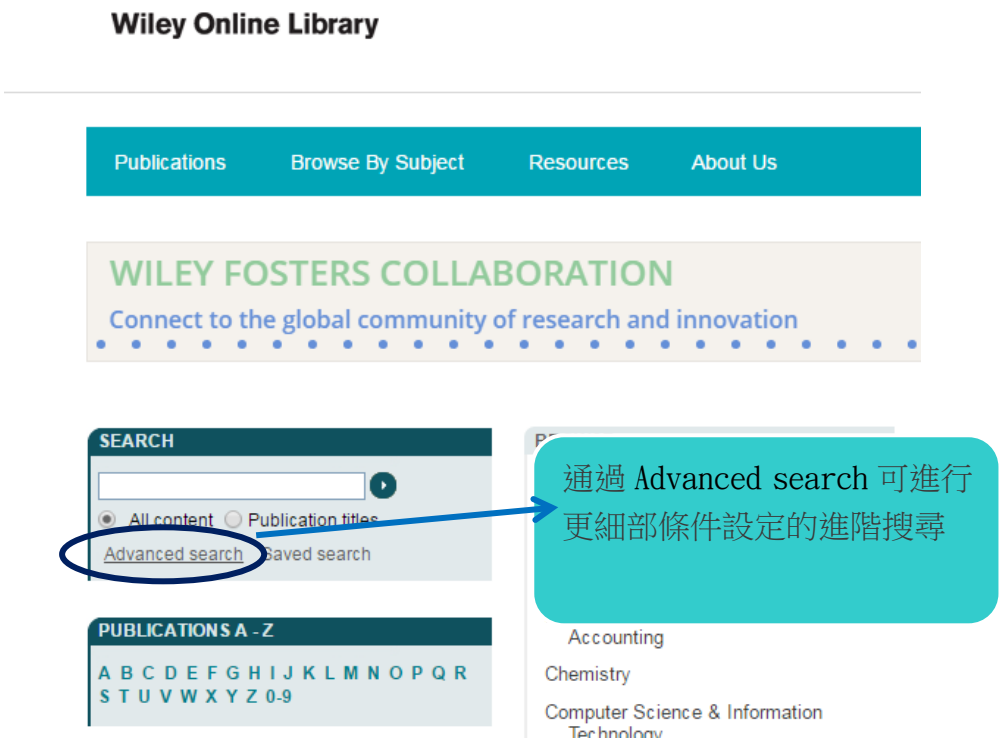

Wiley Online Library
Publications
Browse By Subject
Resources
About Us
WILEY FOSTERS COLLABORATION
Connect to the global community of research and innovation
SEARCH
All content
Publication titles
PUBLICATIONS A - Z
A B C D E F G H I J K L M N O P Q R
S T U V W X Y Z 0-9
BROWSE
Architecture & Planning
Art & Applied Arts
Chemistry
Computer Science & Information Technology
Earth, Space & Environmental
Product and access information
For societies
Get the most out of publishing with us
For authors & reviewers
Resources and online services
搜尋關鍵字，並選擇以「All content」或「Publication titles」搜尋

＊例如圖中以「3D printing and foam economy」為例，
選擇「All content」後，出現 200 筆結果



2. 進階搜尋功能說明

除了選擇「All content」或「Publication titles」之外，也能透過「Advanced search」進行更進階的條件設定



點進「Advanced search」後，假設選擇的是「All Field」那麼搜尋到的結果將會和上一步驟中以「All content」進行「Search」的結果相同。

→例如以「3D printing」作為第一組關鍵詞，「foam economy」作為第二組，兩組接選擇「All Field」進行搜尋，得到的結果會如同上一步驟示範的同是那兩百個搜尋結果

Advanced search 中選取 All Field 所得到的搜尋結果將和快速搜尋中選取 All content 者相同

步驟二、儲存搜尋結果

不論是直接「Search」或是採用「Advanced search」，最終只要在搜尋結果的頁面，去點選右上方的「Save Search」。

Search Results

There are ***200*** results for: ***3D printing in All Fields AND foam economy in All Fields***

Sort by Best Match ▾ Go

Select All | Save to profile | Export Citation | Edit search | Save search

VIEW 1 - 20 | 21 - 40 | 41 - 60 | 61 - 80 | Next >

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JOURNAL OF TISSUE ENGINEERING AND REGENERATIVE MEDICINE
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Version of Record online : 3 SEP 2012, DOI: 10.1002/term.1586
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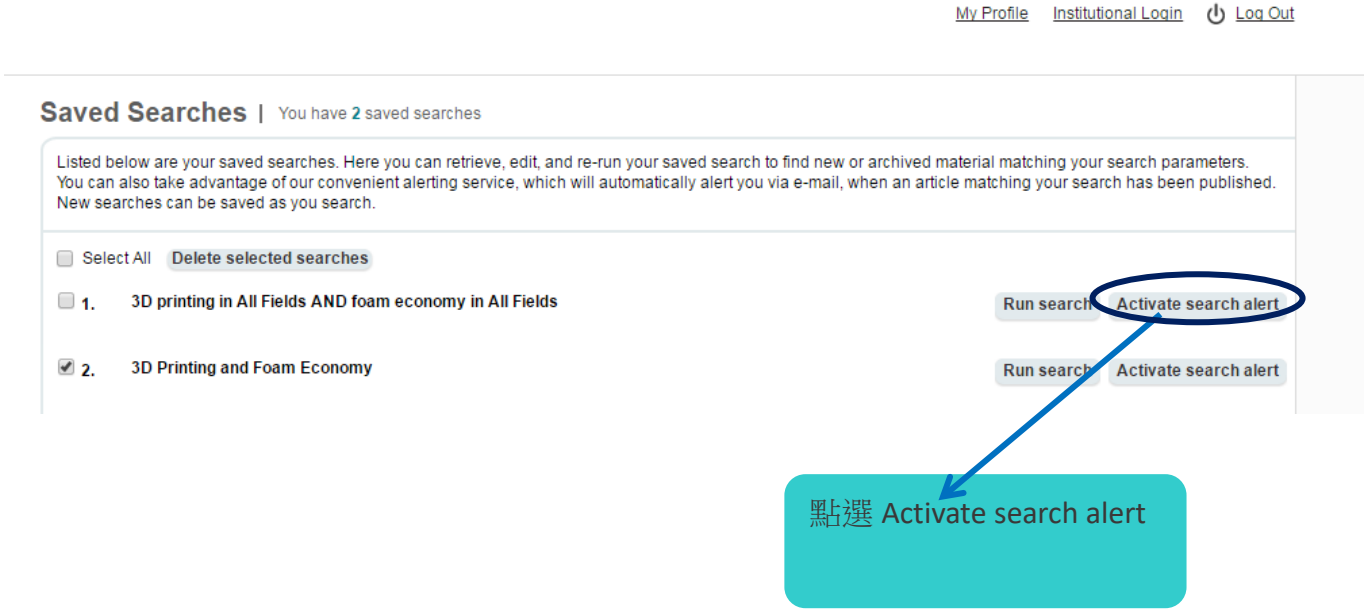
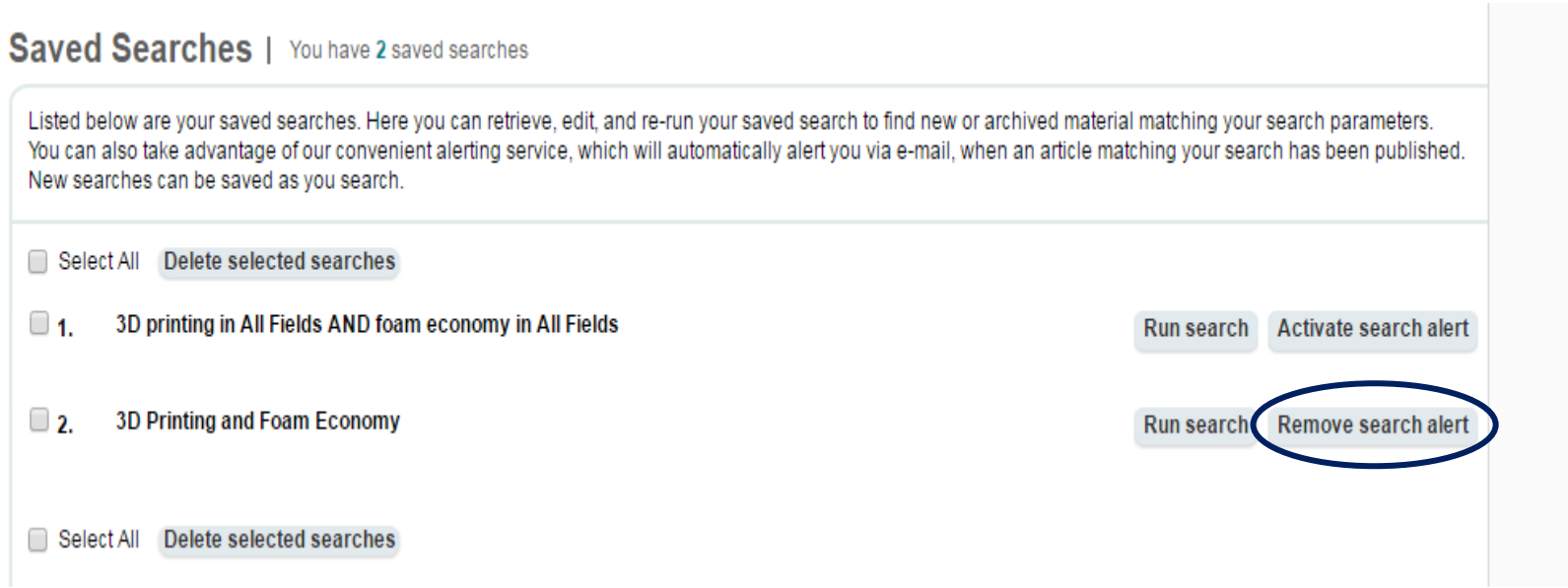
步驟三、完成專題選粹

點選「Save Search」後，畫面會直接跳轉至
My Profile／Save Searches 頁面中，此時將勾選欲訂閱且已儲存的搜尋結果，點選其右方的「Activate search alert」



小提醒：確認專題選粹是否確實完成

該搜尋結果右方的「Activate search alert」按鈕會在點選後變更為「Remove search alert」，即表示該專題選粹操作完成！若沒有

則表示未確實完成喔。
而「Remove search alert」就是日後可以刪除該專題的功能鍵。