



## Economists Online Portal Help

Welcome to the Economist Online Portal help content. You will find help regarding:

1. [Economists Online Home Screen](#)
2. [Economists Online Search Publications Screen](#)
3. [Economists Online Publication Lists](#)

If you did not find the relevant information for your question, or if you would like to send us some comments regarding the Economist Online portal, click [here](#).

Content of Economists Online – Overview

The first version of Economists Online consists of

- **6 partners with their institutional repositories:** LSE (UK), Tilburg University (NL), Erasmus University Rotterdam (NL), Université Libre de Bruxelles (B), Katholieke Universiteit Leuven (B), & Maastricht University (NL), Kiel Institute for the World Economy (D): over **45,000 references** and over **17,000 free full texts**.
- **Complete publication lists from well over 300 authors** in RDF and PDF downloadable format
- All **references from RePEc** (over 0.5 million records) and links to their full texts.

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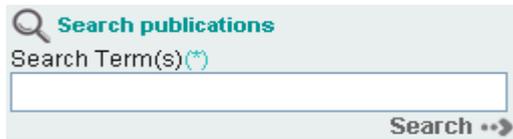
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# 1. Economists Online Home Screen

The *Economists Online Home screen* shows you, in the central screen, the institutions who participate to the project, as well as a short description of the references you may find through the portal.

On the left side of the screen, you may launch a query in the *Search publication* box:



The *Search publication* box feature is fully described [here](#).

The *Quick Tips*, displayed below the *Search publication* box, provides you with most important advices to search effectively through the portal:

**Quick Tips**

- use "" for exact expressions, e.g. "European Union"
- use **OR, AND, NOT** to combine terms, e.g. (growth OR sell) AND trade
- use \* as a wildcard, e.g. econom\* (to find economy, economist, etc.).

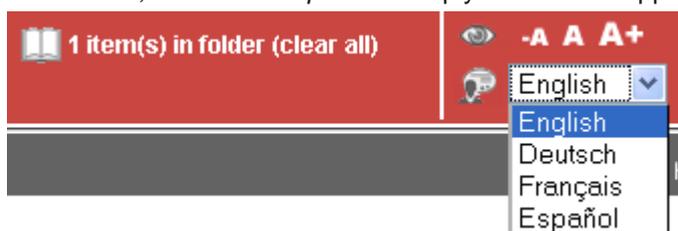
**More help required? Click on the  icon on each page of this EO portal!**

You may hide these tips, by clicking on the **Hide** button.

Eventually, you may view – and relaunch – the queries you already sent to the portal by clicking the **Show** button side by the  **Search History** part – simply click on one query to relaunch it –.

## Other options available in Economists Online

- You may choose the language from the Economists Online portal interface between *English, French, German* or *Spanish*: simply choose the appropriate value from the language selection box:



- You may increase the font size displayed on the portal by a click on the **A+** menu from the banner from the Economists Online portal; you may decrease again this size by clicking on **-A**; or go back to the original proposed size by clicking on **A**
- Your query is always displayed in the search box
- You can go directly to the top of the search results by clicking on the  icon
- Should you want to learn more about Nereus or Economists Online: simply click on the logo  at the bottom of the portal and you are taken to the relevant home pages.



## 2. Economists Online Search Publications Screen

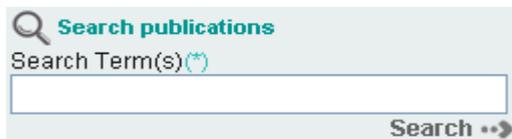
1. [How do you search in Economists Online? The search publication box](#)
2. [Refining your search](#)
3. [Now what? Work with your results](#)

### 1. How do you search in the Economists Online? The search publications box

- You will encounter the *Search publications* box both in the *Home* and the *Search publications* screens. You may reach these screens by a simple click on the appropriate menu from the Economists Online portal banner:



- Simply enter your search term or terms in the search box:



By default, **all metadata fields are searched**. Shall you enter several terms, the portal will automatically search all the terms linked by *AND* Boolean operators (e.g. entering *finance Europe* will in fact search for *finance AND Europe*)

- Start your search by clicking on the *search* button **Search -->** or pressing the *enter* touch from your keyboard.

Remarks:

- The search engine is not case sensitive; you can use either upper or lower case letters
- However, beware that it is *diacritics sensitive*, e.g., you may want to search for *économie* OR *economie* to retrieve all documents about *économie* (some references may be registered without diacritics...)
- A message is issued if your search returns no result or too many (then you'll need to [refine your search](#)).

#### Simple search tips:

To search for an exact expression	Use quotation marks (" ").	Example: "international trade"
To search for plurals / other forms of words	<b>Use a an asterisk (*) for multiple characters.</b> <i>Caution:</i> the closer to the start of a term you use the wildcard, the longer your search will take to process	Example: a search on <b>financ*</b> will find items related to <i>finance</i> , <i>finances</i> , <i>financial</i> , etc.



### Combine several search terms:

Economists Online allows you to build more complex queries which combine several terms and expressions provided the following *Boolean operators* are used:

AND	When you combine search terms with <b>AND</b> , results will display any item of Economists Online in which both terms appear. Combining search terms in this way makes your search results more precise.	Examples: growth <b>AND</b> trade bovenberg <b>AND</b> growth
OR	Using <b>OR</b> between search terms allows you to find all items that contain either term; it enlarges your search.	Example: credit <b>OR</b> loan
NOT	When you combine search terms with <b>NOT</b> , results will never display any item that contains the search term that is after <b>NOT</b> in your search. <b>NOT</b> should be used with caution: items that contain the first and second terms of your search will <u>not</u> be retrieved.	Example: disclosure <b>NOT</b> bank This will retrieve documents about <i>disclosure</i> , but neither documents about <i>bank</i> nor about ( <i>disclosure AND bank</i> )

Use **parentheses** to combine terms when using at least two different Boolean operators: searching for "human rights" AND Europe OR UK OR Netherlands is not equal to searching for "human rights" AND (Europe OR UK OR Netherlands).

## 2. Refining your search: make use of facets

Facets only reflect the items that are in Economists Online, e.g. selecting one scholar from the facet *authors* enables you to retrieve all documents – and only them – existing in the Economists Online portal that were produced by this scholar.

Economists Online offers several facets to ease searching; they are:

Collections	This facet provides the institution (repository) where the documents come from, e.g. <i>Tilburg University, RePEc</i>
Year	This facet enables to only look at items that were published on a given year
Publication type	This facet enables to limit search results to a certain type of publication only. Available publication types are: article, book, book chapter, book review, contribution to conference, conference paper, contribution to periodical, doctoral thesis, lecture, report, working paper
Classification	This facet may be used to retrieve items that relate to certain JEL topics, e.g. selecting facet <i>G14</i> will show documents about <i>Information and market Efficiency; Event studies</i> (for a list of valid JEL codes see: <a href="http://www.aeaweb.org/journal/jel_class_system.html">http://www.aeaweb.org/journal/jel_class_system.html</a> )
Author	This facet enables to retrieve documents produced by a specific scholar
Language	Select the language of the documents you would like to access to
Journal / Series	This facet displays documents published in a given Journal or series titles

The *Search Publications* screen defaults on all documents existing in the Economists Online portal.

In order to avoid long lists of values being displayed on the screen, only 5 facets' values are displayed on the default *Search Publications* screen – or once a search is launched – (except for the facet *Collections* where all participating institutions are displayed). You may display more values by clicking on the **+ More** button shown after the 5 displayed values of each facet. To reduce the number, simply click on the **- Less** button.

The displayed values of the facets are always the values that are mostly encountered in the portal (e.g. the facet *Publication type* shows the 5 most used types of publication encountered in the Economists Online portal); they are ordered in alphabetical order – descending year for the facet *Year* –.

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The number in parenthesis shown after the facet's value tells the number of documents in the Economists Online portal that correspond to this value (e.g. the facet  - article(424562) means there are 424562 articles that answer to the search).

To display only items that are concerned with a given facet, simply click on the box in front of this facet value. This value is then displayed as selected:



You can always deselect a chosen facet by clicking on it.

You may also select several facets, even from different types; e.g. to search if a given author has written documents on a specific subject, select both the author as a first facet, and the specific subject as a second facet. It may be useful to refine a search, e.g. when the number of results obtained after a search is too high, through the use of *facets*.

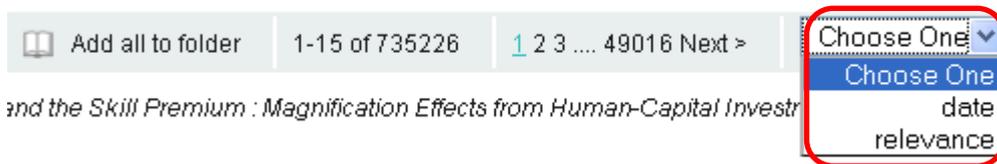
Searches according to the selected facets are automatically started each time a facet is selected or deselected.

**Caution:** selecting facets *after a performed search* will only display items relevant to the user's original search criteria and that correspond to the selected facets. The number of displayed results will hence be lower than the number of results obtained from a search conducted without selecting any facet.

Facets are used to further *limit* the number of items displayed showing records related to a particular facet, e.g. author, language.

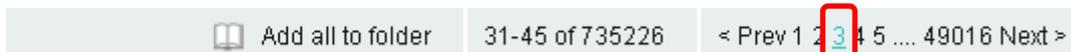
### 3. Now what? Work with your results

- You may sort the references by *descending date* or *relevance* by choosing your desired option from the selection box at the results banner:



Economists Online applies relevance ranking based on a number of criteria e.g. number of occurrences from the search words...

- You may jump to a specific pages of results by clicking on the relevant page number (e.g. 3 in the example below):



You may alternatively click on the *Prev* and *Next* link to navigate from one page to the previous or next one

- You may add all references from the current page to your folder. For more information about how to use the folder, click [here](#)
- References are presented using the American Psychological Association (APA) bibliographic style, followed by the JEL codes that are specific to Economists Online
- To automatically retrieve all Economists Online items from a scholar (the search is then performed on the scholar's last name), or described by a specific JEL code, belonging to a journal/series characterised by its title, etc.: simply click, from an item of the displayed results, on one of the searchable terms: they are displayed as underlined words

**Caution:** this will start a new search through Economists Online. If you only want to retrieve items that match your search criteria, together with one of the criteria mentioned above (or more), you will have to build a new search by combining several terms, or refine your search via facets.



- Each reference is followed by a menu line where one may:
  - Access to full text by clicking on the link *Show full text*; the information is displayed in a small window that pops up, below the references, in a table that may show: the URL of the full text document, the type of application, a description of the file, the date it was issued, if the document is available to you and which access rights are applicable  
To access to a full text that is freely available, simply click on its URL  
When the full text is not freely available, you may want to check if the document is available to you through your institution's subscribed resources; simply click on the link  [Check for subscription-based access to full text of your institution](#) (if your institution's library has an OpenURL resolver and is registered at the WorldCat Link Registry, its OpenURL resolver's icon will also be displayed)
  - See more information by clicking on the link *Show more info*; the information is displayed in a small window that pops, below the references that may show: abstract, permanent link to the reference, keywords (coma separated), the institution the reference belongs to and your institution's link resolver if it exists
  - add the references to your folder. For more information about how to use the folder, click [here](#)
  - close any of the small windows by clicking on the link *Close* (this link only shows up when a small windows is opened).

The Economists Online portal uses some icons to enable the user to quickly recognise the type of publications; they are described below:

Icon	Type of publication it represents
	article
	book
	book part
	conference paper
	report
	working paper
	annotation, bachelor thesis, book review, contribution to periodical, doctoral thesis, lecture, master thesis, preprint, student thesis
	other types of publication



### 3. Economists Online Publication Lists

1. [List of Economists Online Scholars](#)
2. [Scholar's details and publication lists](#)
3. [Download options](#)

A click on "Publication Lists" in the main menu leads to the Economists Online list of Scholars.



#### 1. List of Economists Online scholars

This screen provides an alphabetical list of all scholars, who actively participate in Economists Online by making available their publications. In the navigation bar on top of the list you can turn pages or select the first letter of the scholar's last name.



By clicking a letter the page is positioned to the first author's surname starting with this letter.

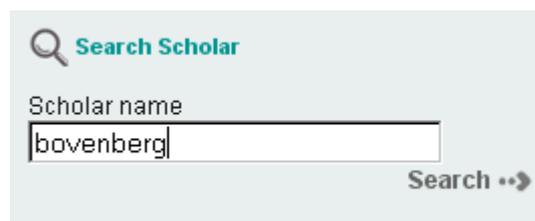
The list of scholars contains

- the full name of the scholar. The hyperlink of the name leads to a page with details on that scholar and her/his publication list.
- the name of the scholar is affiliated by three buttons:

Button	Description
	leads to the scholar's personal homepage
	opens your E-Mail client inserting the scholar's address
	shows download statistics for that scholar (not yet available)

- the name of the institution and the department or faculty to which the scholar is affiliated
- by clicking on the icon you can always turn back to the top of the list

In the search field on top of the left column you may easily retrieve a known author. Normally it should be sufficient to look up the author's surname:





In the column below the search field you may restrict the list of authors to affiliates of one or several institutions by clicking the checkbox next to the institution's names. The number of participating authors in each institution is shown in brackets:

**Collection** (Deselect all)

Institutions

- Kiel Institute for the World Economy (42)
- Katholieke Universiteit Leuven (94)
- London School of Economics and Political Science (45)
- Erasmus University Rotterdam (48)
- Tilburg University (67)
- Université libre de Bruxelles (55)
- Maastricht University (158)



## 2. Scholar's details and publication lists

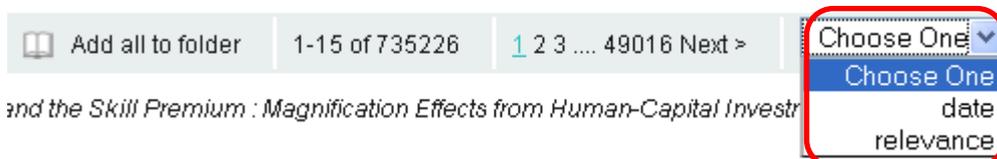
Where in the screen	Information you get	Comment
Header	- Picture of the scholar - Name of the institution to which this scholar is affiliated - Name of the department within the institution to which the scholar is affiliated - Short 'biography' of the scholar - buttons	<i>Caution: the information provided for each scholar in this header may be partially available.</i> See <a href="#">below</a> for more information about the buttons available for each scholar
Main screen	Scholar's publication list	See <a href="#">below</a> for more information about the <i>publication list</i> of each scholar
Left column	Facets	Facets can be used to analyse publication lists according to your needs. See <a href="#">here</a> for more information about the use of facets

- the name of the scholar is affiliated by three buttons:

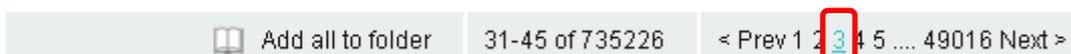
Button	Description
	leads to the scholar's personal homepage
	opens your E-Mail client inserting the scholar's address
	shows download statistics for that scholar (not yet available)

Economists Online aims to provide a complete publication list for every participating scholar. The default sort order of the title list is by date of publication.

- You may sort the references by *descending date* or *relevance* by choosing your desired option from the selection box at the results banner:



- You may jump to a specific pages of results by clicking on the relevant page number (e.g. 3 in the example below):



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- You may alternatively click on the *Prev* and *Next* link to navigate from one page to the previous or next one.
- You may add all references from the current page to your folder. For more information about how to use the folder, click [here](#).

References are presented using the American Psychological Association (APA) bibliographic style, followed by the JEL codes.

- Each reference is followed by a menu line where one may:
  - Access to full text by clicking on the link *Show full text*; information concerning the download is displayed in a small window that pops up, below the references, in a table that may show: the URL of the full text document, the type of application, a description of the file, the date it was issued, if the document is available to you and which access rights are applicable  
To access to a full text that is freely available, simply click on its URL  
When the full text is not freely available, you may want to check if the document is available to you through your institution's subscribed resources; simply click on the link [Check for subscription-based access to full text of your institution](#) (if your institution's library has an OpenURL resolver and is registered at the WorldCat Link Registry, its OpenURL resolver's icon will also be displayed)
  - See more information by clicking on the link *Show more info*; the information is displayed in a small window that pops, below the references that may show: abstract, permanent link to the reference, keywords (comma separated), the institution the reference belongs to and your institution's link resolver if it exists
  - You may add each single reference to your folder by activating the checkbox:

[Allen, Jim](#) & [Sanders, Karin](#) (2002). Gender Gap in Earnings at the Industry Level. *The European journal of women's studies*, 9(2), 163-180. (article)

[Show full text](#) | [Show more info](#) |  Add to folder

For more information about how to use the folder, click [here](#)

- close any of the small windows by clicking on the link *Close* (this link only shows up when a small windows is opened).
- Economists Online uses the following icons to enable the user to quickly recognise the type of publications:

Icon	Type of publication it represents
	article
	book
	book part
	conference paper
	report
	working paper
	annotation, bachelor thesis, book review, contribution to periodical, doctoral thesis, lecture, master thesis, preprint, student thesis
	other types of publication

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### 3. Download options

Economists Online offers various options to download complete publications lists or a selection of references.

#### Download a complete publication list

Use the “Export all” option to download a complete publication list.

**Scholar detail & publication list** back to list

**Akkermans, Henk**   
*Tilburg University*  
*(Faculty of Economics and Business Administration)*  
*Henk Akkermans' research concerns decentralized inter-organisational supply chains and networks, in particular in the high-tech industries of electronics, telecom and aerospace. For his research, he develops system dynamics and agent-based models of real-world settings. His special interest is in the evolution of inter-organisational relationships and the interrelations between collaboration and performance.*

**Export all** Add all to folder 1-15 of 22 1 2 Next > Choose One ▾

**Vijver, M.A.R. van de**, **Vos, G.C.J.M.**, & **Akkermans, H.A.** (2008). A tale of two partnerships: Socialization in the development of buyer-supplier relationships. In T. van de Vaart, D.P. van de Donk, W. van Wezel, G. Welker, & J. Wijngaard (Eds.), *Tradition and Innovation in Operations Management. Proceedings of the 15th International EurOMA Conference (EurOMA 2008)* (), (conferencePaper)  
 Show full text | Show more info |  Add to folder

**Weggeman, M.C.D.P.**, **Lammers, I.**, & **Akkermans, H.A.** (2007). Aesthetics from a design perspective. *Journal of Organizational Change Management*, 20(3), 346-358. (article)  
 Show full text | Show more info |  Add to folder

A window will pop up offering the choice between export options in several file formats:

**Scholar detail & publication list** back to list

**Akkermans, Henk**

**Export list** close

Export bibliography

File format: BibTex

- PDF
- RTF
- BibTex
- RIS

Add all to folder 1-15 of 22 1 2 Next > Choose One ▾

**Vijver, M.A.R. van de**, **Vos, G.C.J.M.**, & **Akkermans, H.A.** (2008). A tale of two partnerships: Socialization in the development of buyer-supplier relationships. In T. van de Vaart, D.P. van de Donk, W. van Wezel, G. Welker, & J. Wijngaard (Eds.), *Tradition and Innovation in Operations Management. Proceedings of the 15th International EurOMA Conference (EurOMA 2008)* (), (conferencePaper)  
 Show full text | Show more info |  Add to folder

Complete publication lists may be downloaded in PDF or RTF (rich text format). You will have the choice between a publication list sorted by date or by publication type. The references will be displayed in APA citation style. In addition you can choose to include abstracts in the publication list:

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[Back to table of contents](#)

**Export list 0** close

**Export bibliography**

File format:

Group/sort:

Fields to be exported:

Citation only

Citation only

Citation & Abstract

➔

Then click the arrow to continue.

You will have the option to view the publication list with your preferred reader/word processing program or save it locally in the file format that you have chosen.

Choosing BibTeX and RIS will create bibliographic data files which can be imported in your favourite reference management system. BibTeX and RIS are standardised tag formats to enable citation programs to exchange data. They are supported by a number of reference managers.

### Download a folder list

During a session on Economists Online you can add titles from publication lists or search results to a folder. The folder will be maintained throughout the session. Titles are added to the folder when the checkbox is activated.

Moreover you can add complete publication lists to the folder. Click Add all to folder

ECONOMISTSONLINE
9 item(s) in folder (clear all) English

Home Search Publications Publication Lists

Publication Lists | Allen, Jim

Refine your search

Collections

- Maastricht University(24)

Year

- 2008(2)

- 2007(4)

- 2006(5)

- 2001(4)

- 2000(3)

+ More

Publication Type

- article(7)

- book(3)

- bookPart(1)

- workingPaper(13)

Classification

- A(1)

Scholar detail & publication list

Allen, Jim

Maastricht University (UNU-MERIT)  
(Maastricht Graduate School of Governance)  
(Faculty of Economics and Business Administration)

Export all Add all to folder 1-15 of 24 1 2 Next > Choose One

Allen, Jim & Ramaekers, Ger (2008). Tests of new instrument for measuring Dublin Descriptors. (ROA-TR-2008/5). (workingPaper)

Show full text | Show more info  Add to folder

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Allen, Jim & Ramaekers, Ger (2008). Pilot domeincompetenties HBO-Monitor 2007. (ROA-TR-2008/4). (workingPaper)

Show full text | Show more info  Add to folder

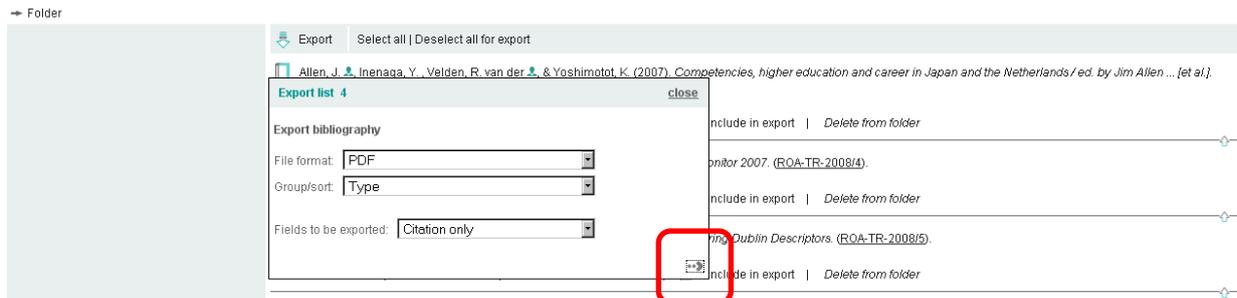
The status of the folder is shown in the bar on top of the screen: e.g. 9 item(s) in folder (clear all)



Clicking on the status will open a new window with the folder. In a folder you can review the selection of titles and prepare the list for a download. You may choose to delete single titles and include some or all of them in an export list.

Title lists in a folder may be downloaded as plain text in PDF or RTF (rich text format). You will have the choice between a title list sorted by date or by publication type. The references will be displayed in APA citation style. You can choose to include abstracts in the title list.

Then just click the arrow to continue.



You will have the option to view the title list with your preferred reader/word processing program or save it locally in the file format that you have chosen.

Choosing BibTex and RIS will create data files which can be imported in your favourite bibliographic management system.