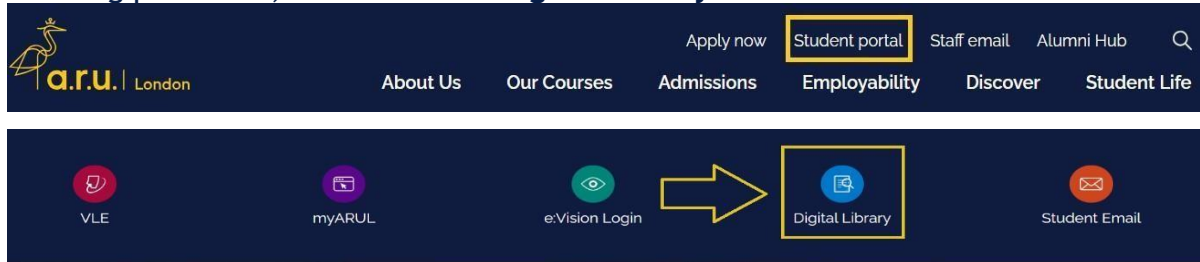


Accessing ARU Digital Library Guide



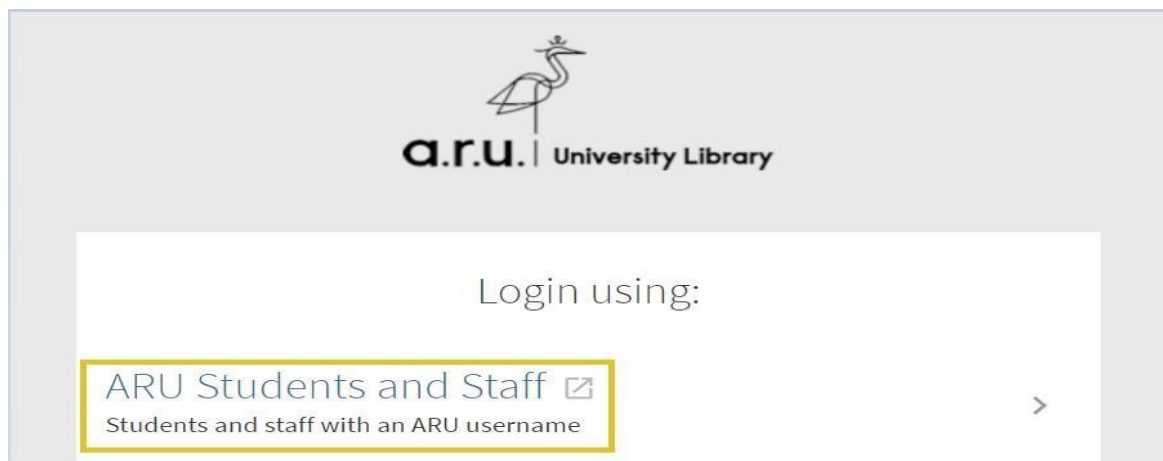
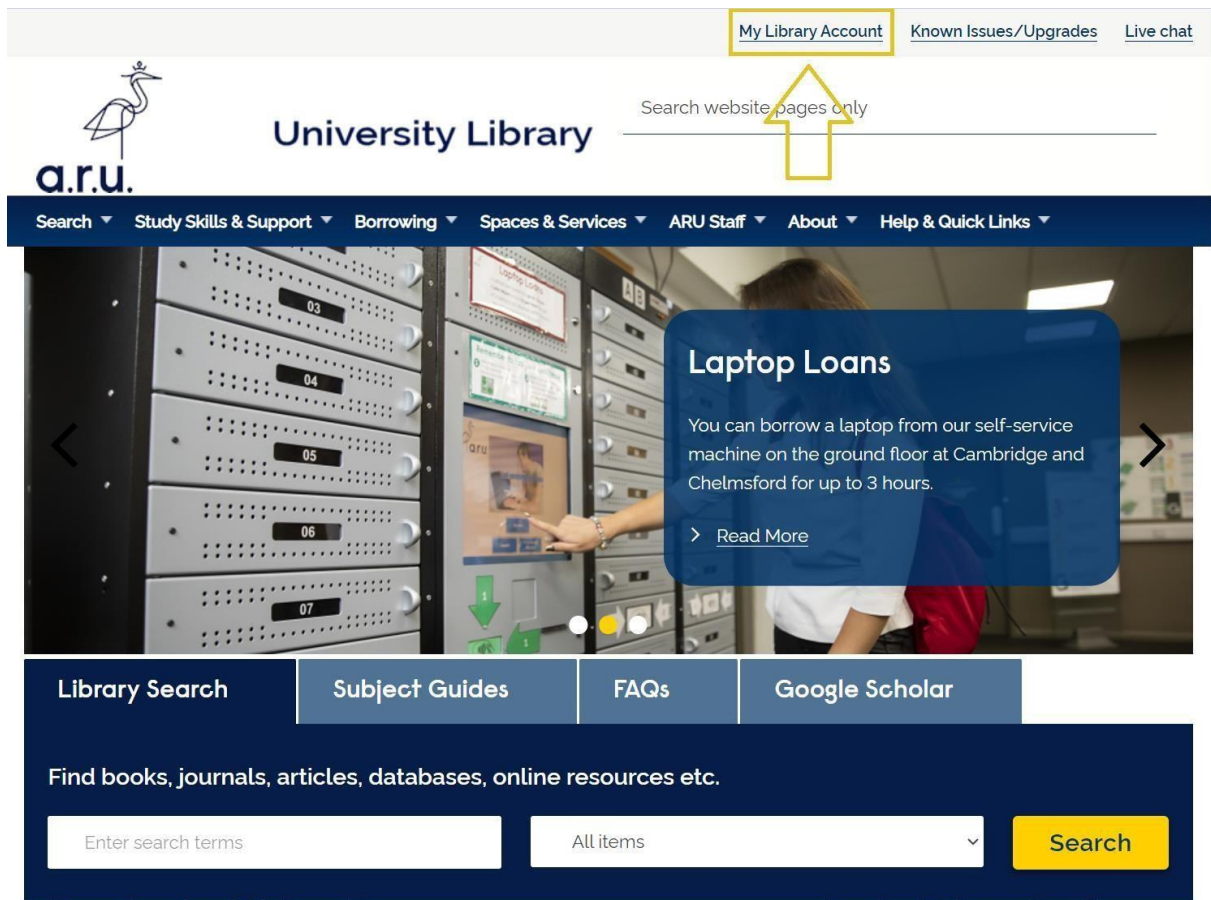
Step 1:

Go to <https://london.aru.ac.uk/> and select 'Student Portal' to get access to all learning platforms, then click on 'Digital Library'.



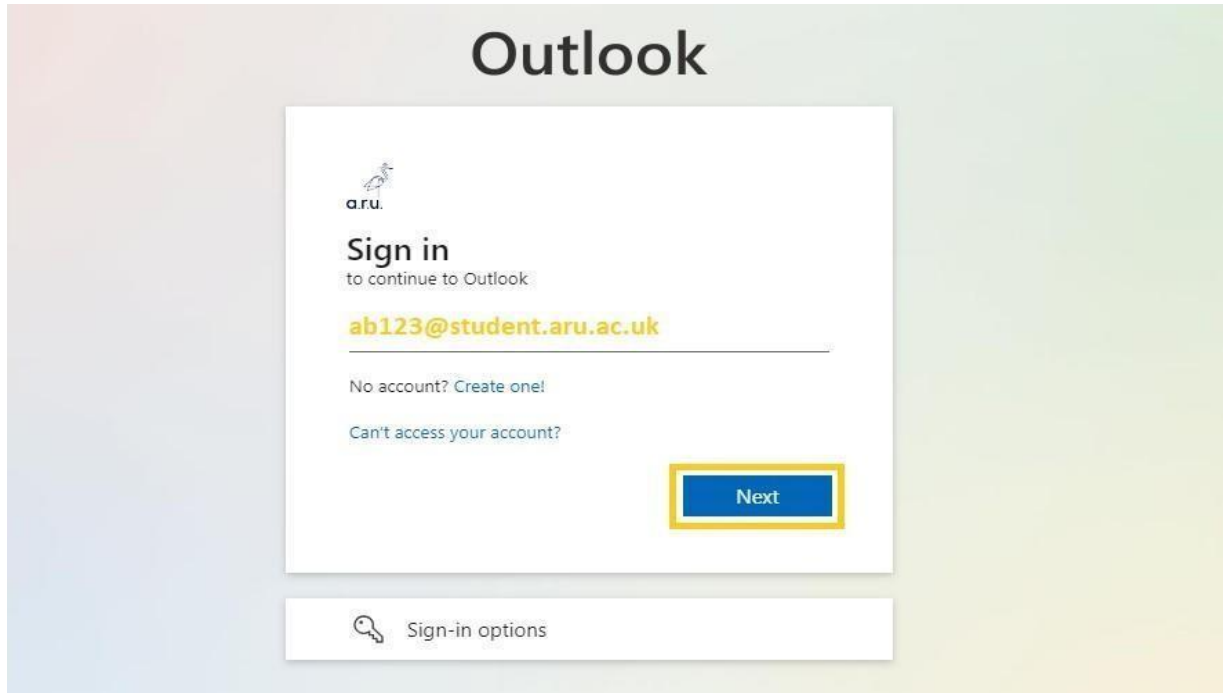
Step 2:

Once you click on 'Digital Library' you will then be directed to the Digital Library login page. To login, click on 'My Library Account' and select an option to login as 'ARU Students and Staff'.



Step 3:

The page will be directed to login to your Outlook. Enter your student email address, e.g. ab123@student.aru.ac.uk and click 'Next'.

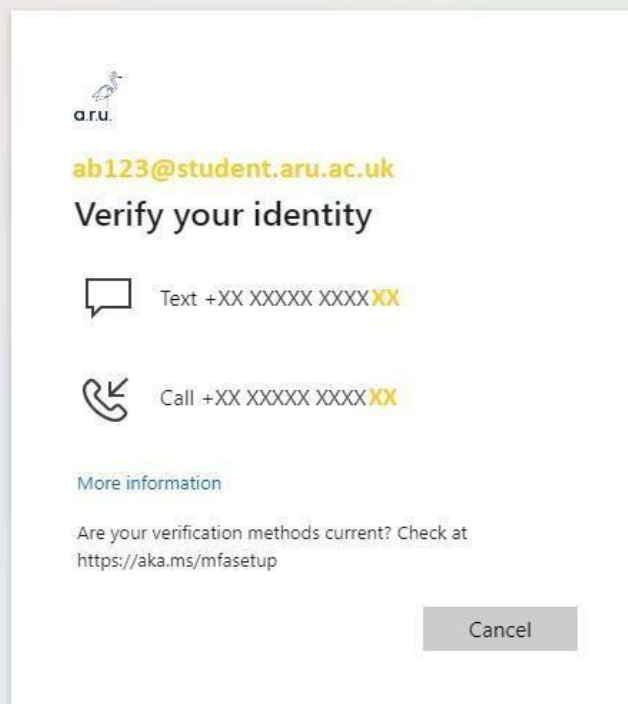
The image shows the Outlook sign-in page. At the top, the word "Outlook" is displayed in a large, bold, black font. Below it, the a.r.u. logo is visible. The main heading is "Sign in" with the subtext "to continue to Outlook". A text input field contains the email address "ab123@student.aru.ac.uk". Below the input field, there are two links: "No account? Create one!" and "Can't access your account?". A blue "Next" button is highlighted with a yellow border. At the bottom, there is a "Sign-in options" link with a key icon.

Step 4:

Enter your created **E:Vision Password** to sign-in into your Student Email account and verify your identity with selected verification method, e.g. text to your phone number.

The image shows the Student Email sign-in page. On the left, there is a dark blue background with a large, stylized, light blue geometric design. On the right, the a.r.u. logo is at the top. Below it, the text "Sign in with your Full Username:" is followed by two lines of example usernames: "Students: abc123@student.aru.ac.uk or abc123@pgr.aru.ac.uk" and "Staff: abc123@aru.ac.uk". There are two input fields: the first contains "ab123@student.aru.ac.uk" and the second is labeled "E:Vision Password". A yellow "Sign in" button is below the input fields. Below the button, there is a section for "Azure Multi-Factor Authentication" with a note: "You must be registered for Self Service Password Reset (SSPR) and Multifactor Authentication (MFA) to use our services". There are two links: "How to register for SSPR/MFA" and "How to change your password using SSPR". At the bottom, there is a section "Still need help logging in?" with a link "Click here to get help" and a footer note "Only our students, staff and authorised visitors".

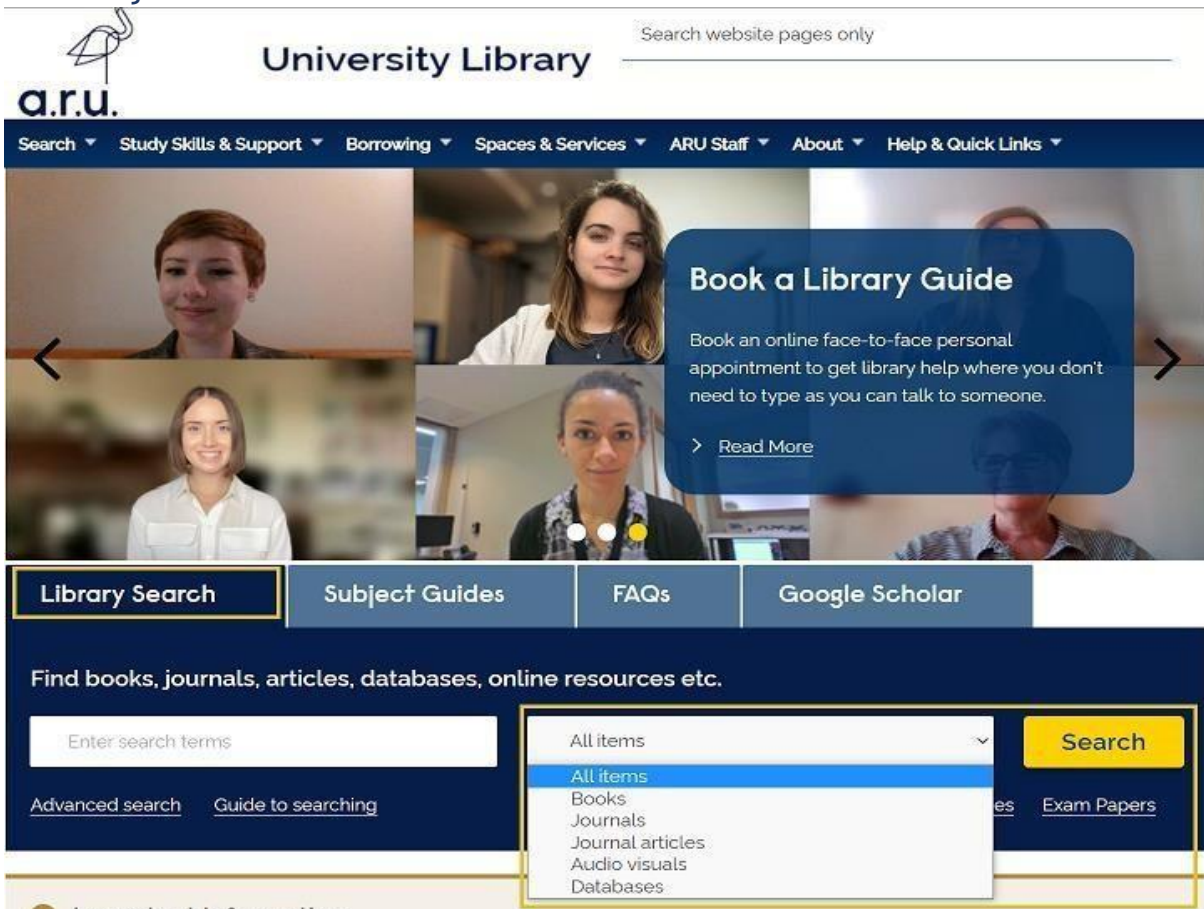
Outlook



Verification window from a.r.u. for user **ab123@student.aru.ac.uk**. The window prompts the user to "Verify your identity" and offers two methods: Text (+XX XXXXX XXXX XX) and Call (+XX XXXXX XXXX XX). A link for "More information" is provided, along with a note to check verification methods at <https://aka.ms/mfasetup>. A "Cancel" button is at the bottom right.

Step 5:

Once successfully logged in with your Student Email, you will have full use of the 'Library Search' and 'Subject Guides' functions in the search box. Within the Library Search function, you can input specific titles or terms you may be looking for in a book or journal.



The University Library homepage features the a.r.u. logo and a search bar with the placeholder "Search website pages only". A navigation bar includes links for Search, Study Skills & Support, Borrowing, Spaces & Services, ARU Staff, About, and Help & Quick Links. A central banner displays four video thumbnails of library guides and a "Book a Library Guide" overlay with the text: "Book an online face-to-face personal appointment to get library help where you don't need to type as you can talk to someone." Below the banner are tabs for Library Search, Subject Guides, FAQs, and Google Scholar. The "Library Search" tab is active, showing a search bar with the placeholder "Enter search terms", a dropdown menu for "All items" (listing Books, Journals, Journal articles, Audio visuals, and Databases), and a "Search" button. Links for "Advanced search" and "Guide to searching" are also present.

Step 6:

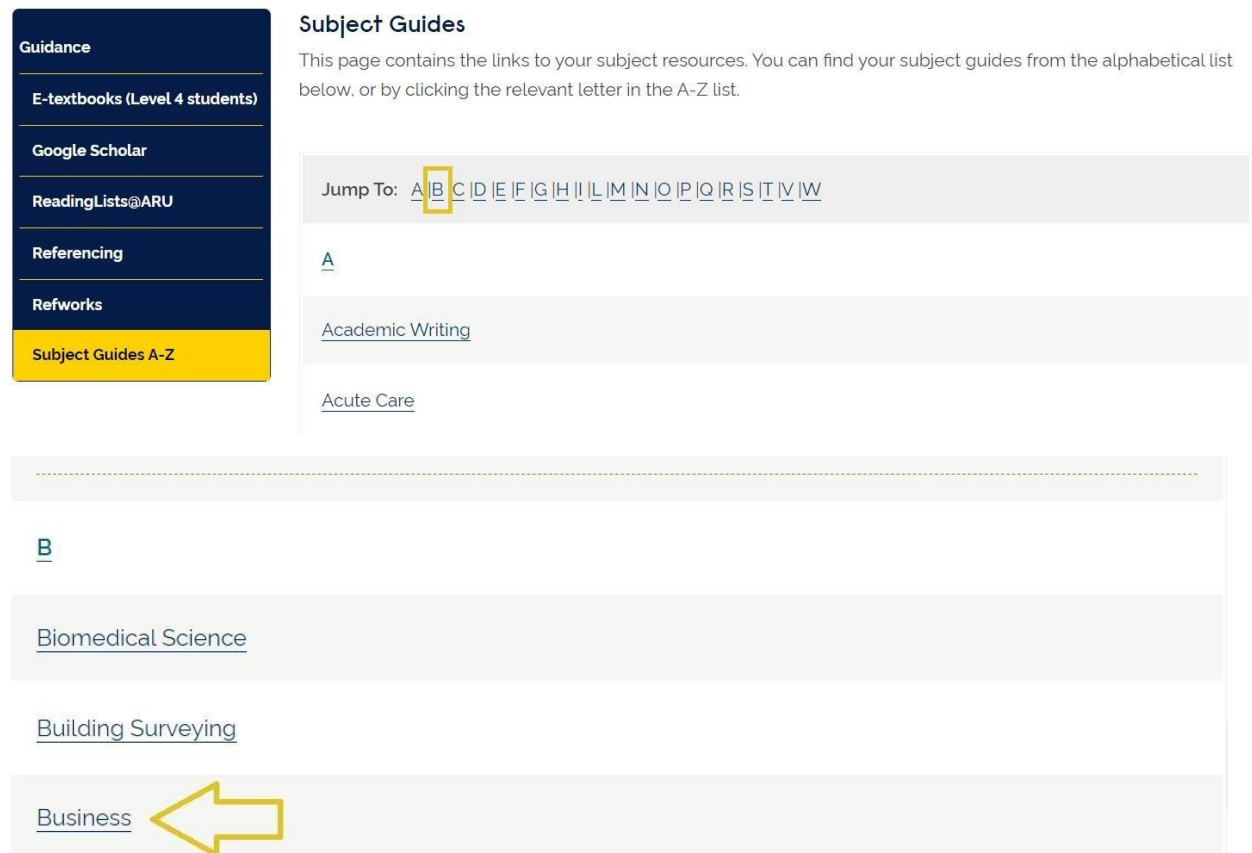
To ensure results are more relevant you can search by specific subject. Please select an option 'Subject Guides' and click 'Browse by A-Z list' as highlighted below.



Step 7:

Once redirected to the A-Z of Subject Guides select the letter of the subject you wish to search, e.g. **B for Business**.

[Home](#) > [Study Skills & Support](#) > [Guidance](#) > [Subject Guides A-Z](#)



Step 7:

You will be redirected to the subject homepage with any of the available books, journals, databases, statistics, and etc. for the Business. For example, click on the 'Databases' to access available source, such as 'Business Source Premier'.

[Search](#) [Study Skills & Support](#) [Borrowing](#) [Spaces & Services](#) [ARU Staff](#) [About](#) [Help & Quick Links](#)

[University Library](#) / [LibGuides](#) / [Business](#) / [Databases](#)

Business: Databases

[Books](#) [Journals](#) [Databases](#) [Statistics](#) [Other](#) [Referencing](#)

Business Databases



Please see our Business and Management Youtube Playlist for videos on using eresources featured in this guide.

Databases

A database is a searchable collection of information and may contain a range of information including books, journal articles, reports, newspaper articles, reviews, film and TV.

Some specialise in one subject or a specific type of information (e.g journal articles), others have a range of information types suitable for all subjects.

Database links and information

 Journal articles

[Business Source Premier: Business journal articles and company reports.](#)



[Emerald: Journal articles and case studies.](#)



Please note:

Access to some resources from off-campus may be restricted at times as some Journals and Publishers require 'Authentication Notes'.

For more information or further assistance on Digital Library, please contact **Learning Resources Centre**:

learningresources@london.aru.ac.uk

Alternatively, join **LRC Online Live Support Chat** from the link below:

<https://zoom.us/j/97737256809>

Our LRC Online Live Support Chat Opening Hours:

Term-Time hours:

Monday - Friday 9:00 - 17:30

Tuesday, Thursday 9:00 - 19:30

Saturday 9:00 - 17:00

Non Term-Time hours:

Monday - Friday 9:00 - 17:30