Your quick reference guide

Your step-by-step guide to get the most out of CareKnowledge to support your professional development
A Range of Resources

CareKnowledge is an information provision and professional development web service for those working in and studying social care. CareKnowledge helps you stay up to date on the topics that add value to your studies with unlimited access to expert information, including: practice essentials, case law, legislation, analysis, briefings and reports, research papers, journals and more.

Opinion
Opinion pieces provide comment, critique and opinion on key issues affecting social care.

Briefings
Briefings provide more detailed analysis and reflection on current publications. Links are provided.

Special Reports
These practice focussed specially commissioned reports cover a single issue in great depth. They review research publications, legislation & policy documentations.

Legal
Access to a wide range of legal commentary and case law across children’s and adult social care.

Research
Access to licenced journal articles and research reports from a wide range of academic and other publishers.

Journals
Access to a range of journal articles including all articles from The Journal of Adult Protection, Childrens Services, Older People and Integrated Care.
How to log in to CareKnowledge

To log in, go to [www.careknowledge.com](http://www.careknowledge.com)

You can log in to CareKnowledge in one of three ways:

**Direct login**: If you have been set up with a user name and password to access CareKnowledge directly, enter the username and password you will have received in your welcome email.

**IP access**: If your institution has selected this option, you should be logged in directly when you go to [www.careknowledge.com](http://www.careknowledge.com) If you have difficulty, contact your librarian for assistance.

**Athens/Shibboleth**: users should click on the member log in box at the top right of the page, then click on the Athens/Shibboleth sign-in-box on the login page and login.
How to find your way around CareKnowledge

Main menu
The site has been set up to give you a number of ways of finding the latest information relevant to your study/practice area.
The main navigation of the site allows you to choose which area of social care you wish to explore, including adults, children, practice, management and resources.
Click through to find a knowledge centre page which presents the latest information CareKnowledge can provide on the relevant topic or client group.
How to find your way around CareKnowledge

Information is defined by a symbol and colour, so you can quickly and easily identify what type of content it is. You can choose the type of content you want to access with page widgets which take you directly to our faceted search function, pre-filtered by the content type you have chosen. You can further filter these results by client group, topic, country of relevance and created date.
How to find your way around CareKnowledge

Libraries
Other ways we have made it easy to find the content you need, is with our libraries... if you see a library icon, such as this then if you click on the icon, you will be taken to a pre-filtered faceted search page, with the relevant information on it.

Faceted Search
If you want to access the faceted search without any pre-filtering, then you can do so just by clicking the search icon. From here you can filter all content from Client Group, Topic, Document Type, Relevance and Created Date.

Be aware you can also change the way your search results are ordered, either in alphabetical, or reverse alphabetical order, or by recency or relevancy.
How to find your way around CareKnowledge

Tagging

You can also find content via our client group tagging. Simply click one of these tags and you are taken to a list of content pre-filtered by client group.

Each piece of content is also tagged with a relevant keyword topic... click these for results pre-filtered by keyword topics.
Journals

CareKnowledge provides access to licensed journal articles, and research reports from a wide range of academic and other publishers.

We license four journals from Emerald Publishing - The Journal of Adult Protection, Journal of Childrens Services, Journal of Integrated Care & Working with Older People. Our archive of these journal titles goes back as far as 2008. We also link to open access articles from a number of other academic publishers.

These Journal articles can be accessed from the Resources tab on the main menu.
My home page

Your personalised home page allows you to create a feed of information and practice relevant to your area of study or practice. My home page is accessible from the top right-hand side of the screen.

Simply edit your settings to choose the content you want to see on your personal home page when you log in. To bookmark content so that it appears in MY SAVED ARTICLES just click on the Save & read later button on the page hosting the relevant content.

You are only able to access my home page and Save and read later, if you are logged in using a CareKnowledge user name and password. These options are not available to IP, Athens or Shibboleth users.
CareKnowledge email updates

CareKnowledge provides twice weekly emails directly to your inbox. These allow direct access to the website. Simply click on one of the links and this will take you to the article you are interested in. From there, you can navigate around the CareKnowledge website. However, to access other functionality, such as the personal home page Save and read later, you will need to be fully logged in.

You will only receive these email updates if you have been allocated a user name and password. This feature is not available to IP, Athens or Shibboleth users.
If you do not have access to CareKnowledge, contact your Librarian, email CareKnowledge customer services on info@careknowledge.com or call 01273 434943