

USING PROQUEST ADMINISTRATOR TOOLS

Set up My Research workgroups

TASK: The My Research Administrator tool is designed for use by the designated Administrator at an organization's site. You can set up and edit workgroups that have a class of settings such as databases and interface settings.

<p>1. Designated administrators will see an Administration link at the top right of the ProQuest Dialog™ Home Page when they log on. Click the link to use the features of the My Research Administrator module.</p>	
<p>2. An administrator can set up workgroups. Workgroups allow an administrator to create a class of settings for My Research accounts. Click the My Research Workgroups tab to set up workgroups.</p>	
<p>3. A list of workgroups you have already set up displays with workgroup name, database and user interface settings. Click Create a new workgroup to set up a new workgroup.</p>	

4. Enter the workgroup name, check the settings you want your users to have available and the databases they can use. Click **Save**.

You are searching: 6 databases (See list | Change >)

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Create My Research workgroup

Use workgroups to assign interface options and databases to a group of users.

Workgroup Name

User Interface

- Enable autocomplete
- Enable synonyms, plurals and variants

Databases

- Derwent Drug File, subscribers
- Embase®
- Gale Group PROMT®
- GeoRef
- International Pharmaceutical Abstracts
- MEDLINE®

Select all | Clear all

Save Cancel

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