



## 2. Journal articles in full text in databases OTHER THAN EBSCO

a. Begin a Word document and type the EZProxy URL:

**http://pearl.stkate.edu/login?url=**

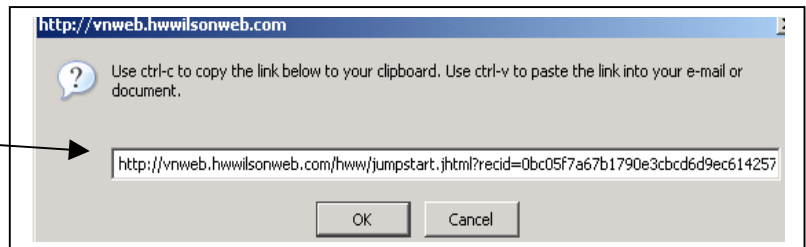
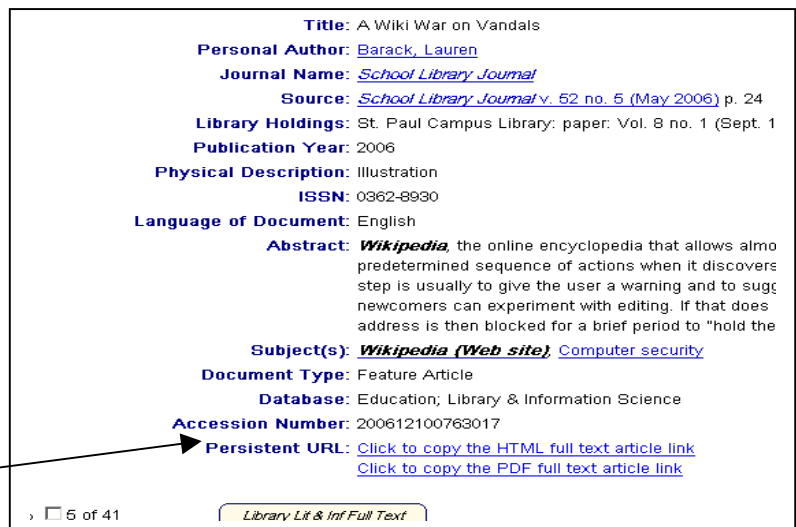
(By placing this URL before links to subscription databases, users are linked to EZProxy, allowing on- or off-campus access).

b. Open a Web browser and locate the citation or actual article to which you will link. To the right is a screen shot of a citation found in WilsonWeb.

c. Locate the persistent/stable/direct/jumpstart link (term may vary). Click to copy this link.

d. A window will open. Press **Ctrl+c** (or, **File→Copy**) to copy the link shown.

e. Return to your Word document with the EZProxy URL. Now press **Ctrl+v** (or, **File→Paste**) to paste the persistent link **after** the EZProxy URL in your Word document.



Your complete link will look something like this:

**http://pearl.stkate.edu/login?url=http://vnweb.hwwilsonweb.com/hww/jumpstart.jhtml?recid=0bc05f7a67b1790e3cbcd6d9ec614257010df1b0222eff6aa116c4a98280ea187caa1dcb902fc17d&fmt=H**

5. Copy the entire URL and paste it into a Web browser to test it. If you are doing this from *on-campus*, you should be taken directly to the citation. If you are *off-campus*, you will be prompted to enter your CSC network login, then you will be taken to your article citation.

6. If your link works (i.e., it links to the citation), you are ready to paste the URL into your Blackboard course. If it doesn't work, please read on about **Troubleshooting**.

### **3. Troubleshooting : What to do if your link doesn't work**

***The link doesn't go to the article.***

Double-check the URL. Delete any extra code that is contained in the article URL. If you used the Hyperlink function in Word, it may be that the URL is too long and has been cut off. Try pasting the whole ugly mess into the document and try it again.

***The article link works from on-campus, but not from off-campus.***

Are you remembering to insert the EZProxy preface to the article URL? Remember, this will mean that students will have to authenticate (enter their username and network password) in order to access Library resources from off-campus.

***I can't find anything that says it's a "persistent link."***

Try putting the article on your screen and copying the URL that shows in the browser address window. If you test this and it doesn't work, it may be that this database doesn't allow linking. Call a librarian for assistance.

For assistance with problems or questions not answered here,  
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*Rickert / September 2007*