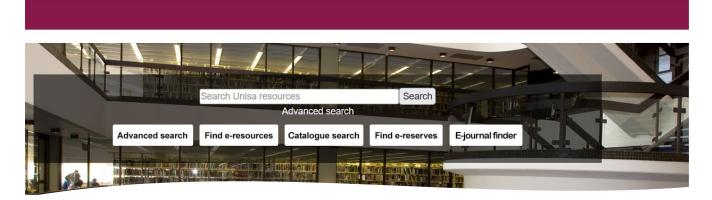
#### Searching using the Summon discovery tool

#### 1. Accessing Summon discovery

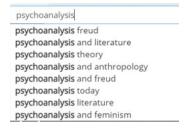
There are two ways to access Summon:

- 1.1 Go to the library web page at https://www.unisa.ac.za/sites/corporate/default/Library
- 1.1.1 Enter your search terms in the Summon search box indicated with **Search Unisa resources** and click Search:



- 1.1.2 From the library web page, click the Catalogue search button- see the above screenshot.
- 1.1.2.1 On the catalogue web page, enter your search terms in the Summon search box indicated with **Search Unisa resources** and click Search.

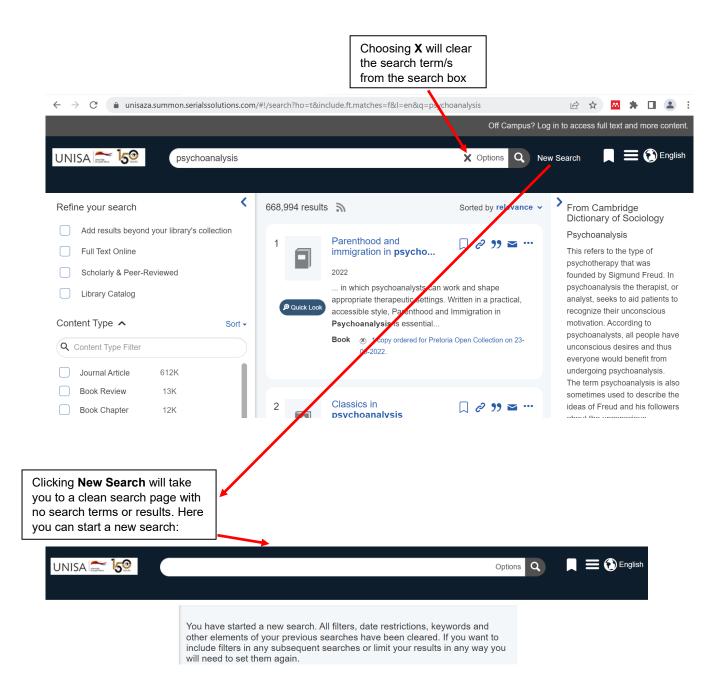
When entering the search terms in the search box, a list of search terms will be given:



You can choose one of the listed search terms and then click Search. Or you can press Enter on the keyboard to use your own search term/s.

#### 2. The Summon results page

After using one of the above two search methods, you will be directed to the Summon results page:



Note the following on the Summon results page:

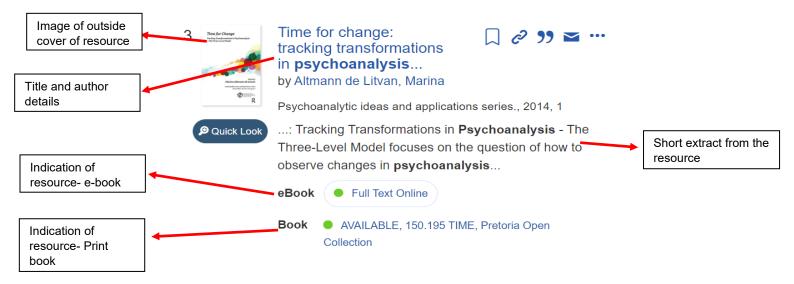
2.1 The list of resources in the middle of the page:

668,994 results		Sorted by relevance v
1	Parenthood and immigration in <b>psycho</b> 2022	□ & ንን ॼ …
P Quick Look	in which psychoanalysts can work and shape appropriate therapeutic settings. Written in a practical, accessible style, Parenthood and Immigration in <b>Psychoanalysis</b> is essential	
	Book (8) 1 copy ordered for Pretoria 06-2022.	Open Collection on 23-
2	Classics in <b>psychoanalysis</b>	□ & ?? ॼ …

2.2 You can choose to sort the resources by using the **Sorted by** option and choosing one of the below choices:

Sorted by	relevance 🗸
	Relevance
$\Box \partial$	Date(newest)
	Date(oldest)
	Author
and sh	Title

2.3 Each resource title listed has the following elements:



2.4 Resource title additional elements:

### □ @ ?? ॼ …

# 2.4.1 Save this item $\Box$ :

Choosing this icon, will save the resource in the Saved Items at the top right of the page:



Choosing the **Save Items** icon will save the resource/s to be accessed later to export to your preferred citation tool, to print or e-mail or to access the resource eg. e-book, book etc. itself:

This is a te time.	mporary folder, your saved items will be cleared w	vhen you leave. Yo	You can export, email, or print your saved items at any $ imes$
As shown o	on search results ~	Export To	Print Email
Reafic Lings International Actions International Actions International Actions International Actions R	Time for change: tracking transformation by Altmann de Litvan, Marina Psychoanalytic ideas and applications series., 2014, : Tracking Transformations in Psychoanalysis changes in psychoanalysis eBook • Full Text Online Book • AVAILABLE, 150.195 TIME, Pretoria Open	, 1 s - The Three-Leve	analysis-the three-level model
			8

# 2.4.2 Permanent link 2:

Choosing this icon, will enable you to access the permanent link for the resource which you can copy. The link/s can be copied into an e-mail, document and used to access the specific resource/s in Summon discovery:

Permanent Link	×
https://go.exlibris.link/4N2Wc5J5	
Сору	

2.4.3 Cite this item **??**:

Choosing this icon, will enable you to choose the citation format and to choose the citation tool to export the citation or to print the citation:



### **Choose a Citation Format:**

As shown on search results

Format previe	w
	Time for change: tracking transformations in psychoanalysis-the three-level model by Altmann de Litvan, Marina Psychoanalytic ideas and applications series., 2014, 1 : Tracking Transformations in <b>Psychoanalysis</b> - The Three-Level Model focuses on the question of how to observe changes in
	psychoanalysis
	eBook Full Text Online
	Book   AVAILABLE, 150.195 TIME, Pretoria Open Collection
	Cancel Export As  Print citation

When you choose the Export As... button, you will get the list of citation tools for example RefWorks:

RefWorks EasyBib EndNote Zotero BibTeX Citavi

2.4.4 More actions ••• (Export to):

Choosing this icon, will give you the same citation tool list as in 2.4.3:

Export to RefWorks EasyBib EndNote Zotero BibTeX Citavi  $\sim$ 

# 2.4.5 Quick Look



When you click on the Quick look icon, it gives you more details of the resource record:

Quick Look	< 3 of 669K result	ts >	×
<b>Time for Change</b> Tacking Transformations in Psychoanalysis – The Three-Level Model	Time for change: tracking transformations in <b>psychoan</b> by Altmann de Litvan, Marina		
	eBook Full Text Online	Subjects 🔨	
Eacting Control Control Contro	Book AVAILABLE, 150.195 TIME, Pretoria Open Collection	Psychoanalysis Case studies. Psychoanalysis Methodology.	
Dimensional R		Record Details A	
Abstract		Edition 1	
	evaluate whether analysis is generating atients? The IPA Project Committee on	<b>Language</b> English	
Model for Observing Pa	d Testing offers a tool: The Three-Level tient Transformations (3-LM); a guide for	<b>Publisher</b> Karnac	
about patient transformation	g, and systematizing clinical observations ations. It seeks to enhance clinical nem more accurate and more useful for	<b>Date</b> 2014	
theory testing and theor	y building through a systematic analysis e for Change: Tracking Transformations in	Source University of South Africa Library	

### 2.5 Definition of the search term:

To the right of the page there might be a dictionary definition of the search term, depending on the term searched:

# From Cambridge Dictionary of Sociology

### Psychoanalysis

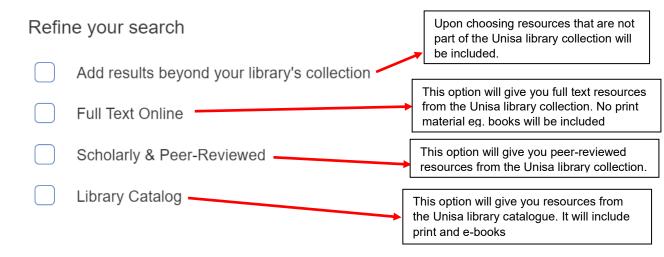
This refers to the type of psychotherapy that was founded by Sigmund Freud. In psychoanalysis the therapist, or analyst, seeks to aid patients to recognize their unconscious motivation. According to psychoanalysts, all people have unconscious desires and thus everyone would benefit from undergoing psychoanalysis. The term psychoanalysis is also sometimes used to describe the ideas of Freud and his followers

### 2.6 Refining your search

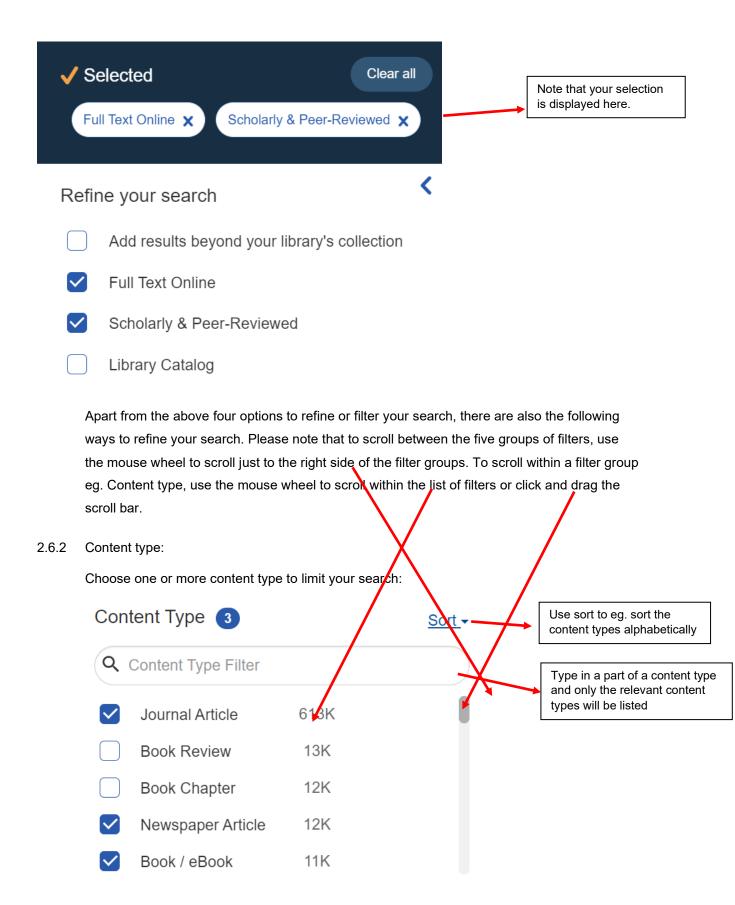
To the left of the page, there are options to refine your search. These options are the following:

#### 2.6.1 Refine your search:

There are four options to refine your search before or after you perform the search. Tick one or more of the below boxes:



Example: choose Full Text Online and Scholarly and Peer-Reviewed:



Note that you can also choose a content type and hovering the mouse pointer on the specific content type, it will give the option to Exclude that specific content type:



To exclude the chosen content type, click  $\times \text{Exclude}$  to exclude it. To remove the exclusion, click on  $\times \text{Excluded}$ :



You can also do a search for a specific content type

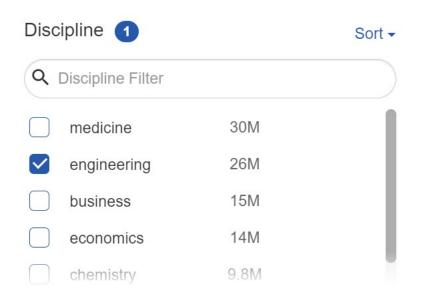
2.6.3 Results can be refined by using the Publication Date filter:

By choosing 1, 3, 5 or 10 years, the results can be refined to fall within one of those parameters:

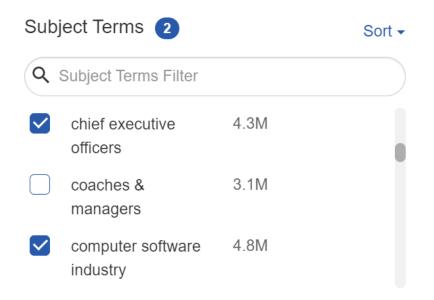


#### 2.6.4 Discipline:

This filter enables you to limit to one or more discipline or broad academic subject area. Note that disciplines can also be excluded and sorted. Searches can also be done for disciplines:



2.6.5 This filter will enable you to limit to one or more subject. Note that subjects can also be excluded and sorted. Searches can also be done for subjects:



2.6.6 This filter will enable you to limit to one or more languages. Note that languages can also be excluded and sorted. Searches can also be done for subjects:

Language 1			Sort -
Q	Language Filter		
	English	9.1M	
	Español	1.8K	
	Français	1.6K	
	Deutsch	1.2K	
	Urdu	647	

2.6.7 This filter will enable you to limit to one or more library locations. Note that library locations can also be excluded and sorted. Searches can also be done for library locations:

Libra	ary Location 🚺		Sort -
Q	Library Location Filter		
$\checkmark$	Pretoria Open Collection	931K	
	Florida Open Shelf	138K	
	Electronic Books	118K	
$\bigcap$	Pretoria	34K	

Note that you can choose option/s from different filter groups and the "Refine search" options simultaneously to refine or filter the search results.

2.7 Performing an advanced search:

To perform an advanced search, click **Options** in the search box:

UNISA 🚞 🌆	Options Q

The following page will appear:

Search Options Clear all	>
What are you searching for?	
All Fields v psychoanalysis	
AND  V All Fields  V	$\oplus$
Publication date	
$\begin{array}{c c} 1 \\ V_{aar} \end{array} \begin{array}{c} 3 \\ V_{aare} \end{array} \begin{array}{c} 5 \\ V_{aare} \end{array} \begin{array}{c} 10 \\ V_{aare} \end{array} \end{array} \begin{array}{c} \hline 10 \\ \hline \end{array} \begin{array}{c} m/d/yyyy \end{array} \begin{array}{c} \hline \end{array} \rightarrow 3/21/2023 \end{array} \begin{array}{c} \hline \end{array} \begin{array}{c} Clear \end{array}$	
Q Search	

Clicking All Fields gives a list of possible search fields to choose from:



On the advanced search page, you can also use Boolean operators in your search by choosing AND, OR, NOT:



The above-mentioned filters in 2.6.1-2.6.7 are also available on the advanced search page. By choosing the relevant filters with the **All Fields** and the **Boolean operators** and clicking **Search**, you can perform a more advanced search:

13510YearYearsYearsm/d/y	ууу □ → 3/21/2023		Clear	
Refine your search	Content Type	Sort -	Discipline	Sort <del>-</del>
Full Text Online	Q Content Type Filter		Q Discipline Filter	
Library Catalog	🖌 Any Type		🗹 Any Type	
Open Access	Archival Material		agriculture	
	Q Search			

2.8 Accessing the resources in the search result:

The resources can be accessed as follows:

2.8.1 Example of resource available in print and e-book formats:

A Provide the second s	Time for change: tracking transformations in psychoanalysis by Altmann de Litvan, Marina Psychoanalytic ideas and applications series., 2014, 1 Tracking Transformations in Psychoanalysis - The Three-Level Model focuses on the question of how to observe changes in psychoanalysis
	eBook Full Text Online
	Book AVAILABLE, 150.195 TIME, Pretoria Open Collection
Hovering on is accessed i	• Full Text Online with the mouse pointer, the database where the e-book is displayed:
Full Text O	nline Proquest Ebooks
By choosing The following	• Full Text Online next to <b>eBook</b> , you can access the e-book for the title. g page will be displayed. Click <b>Read Book Online</b> :
You ar	e looking for
	itvan, Marina Altmann (29/03/2018). Time for Change: Tracking Transformations in hoanalysis-The Three-Level Model (1-78220-181-5, 978-1-78220-181-6).
	Read Book Online from Ebook Central - Academic Complete International
Sho	w more full-text options 👻
Google Search	need help? ▲ e Scholar n the Library Catalog
	ecord has no recommendations.

On the Unisa CAS page, fill in your Unisa-affiliated login credentials:



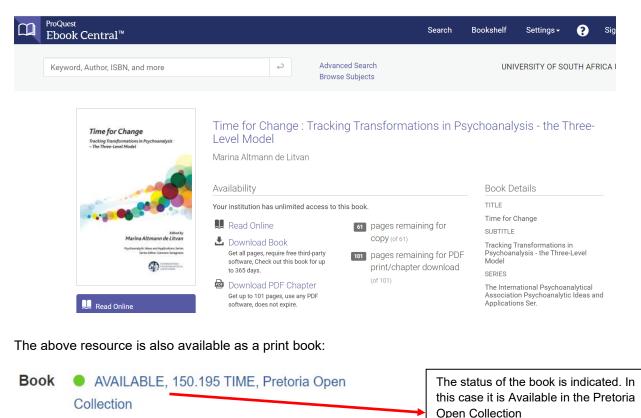
# **Unisa Central Authentication Service (CAS)**

#### Login

#### Enter your Username and Password

Username:	
Password:	
LOGIN	 

#### You will then be directed to the e-book page:



AVAILABLE, 150.195 TIME, Pretoria Open

Clicking on Collection

, directs you to the library

catalogue record where the book can be Requested:

UNIS	A university of south africa LIBRARY			Library He	ome New Searc
Search Optic	ons - My Library -	Library Links 🚽 Down	load Library App 🛛 🗕	Library Training	
		Request 🗟 Add	to My Lists 🔞 Add	to Bag 📗 MARC Display	
	RECORD NO	✓ b2601109	N	/iew Entire Collection	✓ Search
			imit search to availa	ble items	
Here for Charge Samp to the part of the second seco		mann de Litvan.	ions in psychoanalysis-	the three-level model / edited b	у
Country of the local division of the local d	Copies	LOCATION	SHELF NO	STATUS	
Partic General Lines		Pretoria Open Collection	150.195 TIME	AVAILABLE	
Reviews & More	Explore the virtual shelf browser Full Screen	Psychi : e by by 150:195 THO		150.195 VAND	

2.8.2 Example of resource available in more than one database:

12		"Reading Italian <b>Psychoanalysis</b> " (The International Journal of <b>Psychoanalysis</b> by Migone, Paolo
	Quick Look	International journal of psychoanalysis, 10/2019, Volume 100, Issue 5
		Journal Article 📃 PDF
		Full Text Online More Options
	By hoverir Francis da Full Text (	
	Clicking o	More Options -, it will list additional database where the article can
	be found.	
	Click on th	e listed database to access the article- in this case in Proquest:
	More O	otions ~
	Full T ProQu	est

#### 2.8.3 Example of journal article interim page additional options:

You are looking for

M., Lorenzi, Nancy M. Nancy (01/03/2000). "Managing Change". *Journal of the American Medical Informatics Association : JAMIA* (1067-5027), 7 (2), p. 116.

Hide additional options 🔺		Clicking on Show more full-tex
Browse the online journal by issue or volume number to find this item.		options displays Hide additional options which gives addition
Browse Journal from Oxford Journals 2023 All Titles (i)		details eg. regarding the
01/01/1996 - present		journal coverage, option to browse the journal
Search CrossRef for a DOI link to the full text		
		Directs to the Google
ill need help? ▲		Scholar web page. See below for procedure on
oogle Scholar		→ using Google Scholar
earch the Library Catalog		
		Directs to the Library     catalogue web page.
still need help? 🔺		
oogle Scholar		
earch the Library Catalog		
<b>bX</b> Users interested in this article also expressed an interest in the following:	About bX	
<ol> <li>Oreg, Shaul <u>Resistance to change: developing an individual differences measure.</u> Journal of applied psychology 88.4 (2003) 680-693</li> </ol>	6 6	Suggestions of
<ol> <li>Fernandez, Sergio <u>Managing Successful Organizational Change in the Public</u> <u>Sector.</u> Public administration review 66.2 168-176</li> </ol>	6 6 9 -	possible related articles
<ol> <li>Wiig, M. Wiig M <u>Knowledge Management: An Introduction and Perspective</u> Journal of Knowledge Management 1.1 (1997) 829-844</li> </ol>	6	
4. Riley, R T T <u>Managing change: an overview.</u> Journal of the American Medical	6	
Informatics Association 7.2 (2000) 116-24		

To access the e-Resource portal, click 🗮 on the top bar of the Summon page:

				aliah
UNISA 🚞 5 😟	managing change	X Options Q	New Search	nglish

The following menu will be displayed. Choose eResource Portal:

#### eResource Portal

Feedback

Help

### Widget Builder

You will be directed to the below page.

Choose to search All or Journals Only or Books Only or Videos Only.

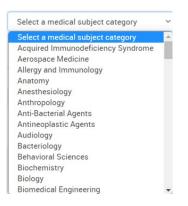
Enter your search term/s and choose the relevant option for the search.

s for "managing change" - Uni 🗙 🔇	EJP Home	×	+						$\sim$		O	
C A Not secure   rv7pd4	xp9l.search.serialssolutio	ons.com/ejp/	/2nbHash=RV7F	PD4XP9L#/?langu	age=en-US&titl	eType=ALL	E	2 ☆	m	*		ļ
NISA 📻 500												
			ProQuest	Ex Libris	Developer l	Network	Knowle	edge C	enter	Ι	News	
Online Journa	als, Books a	and m	nore									
Search by Title or der	ntifier (ISSN/ISBN):											
Search by Title or der	ntifier (ISSN/ISBN): © Books Only © Vid											
All Journals Only	O Books Only O Vic				Search							
All Journals Only	O Books Only O Vic				Search							
All Journals Only     Title begins with     Title begins with     Title equals	O Books Only O Vic	deos Only	ker		Search							
<ul> <li>All Journals Only</li> <li>Title begins with</li> <li>Title begins with</li> </ul>	<ul> <li>Books Only</li> <li>Vic</li> <li>psychoanalysis</li> </ul>	deos Only	ker		Search							
All Journals Only     Title begins with     Title begins with     Title equals     Title contains all words     ISSN/ISBN equals	Books Only Vic     psychoanalysis     nd want full text, try C	deos Only Citation Link	ker		Search							
All Journals Only     Title begins with     Title begins with     Title equals     Title contains all words	Books Only Vic     psychoanalysis     nd want full text, try C	deos Only Citation Link	ker		Search							
All Journals Only     Title begins with     Title begins with     Title equals     Title contains all words     ISSN/ISBN equals	Books Only Vic psychoanalysis nd want full text, try C Med ID (PMID) Nun	deos Only Citation Link	ker		Search							
All Journals Only     Title begins with     Title begins with     Title equals     Title contains all words     ISSN/ISBN equals	Books Only Vic psychoanalysis nd want full text, try C Med ID (PMID) Num 103/PhysRevD.15.2752	deos Only Citation Link nber:	ker		Search							

#### Additional options on the **eResource Portal**:

Browse by Title:	JKLMNOPQRSTUVWXY	Z Othe	Use alphabet letters to search for online journals, books or videos or all three.
Browse by Subject: Art, Architecture & Applied Arts	Journalism & Communications		Search for online journals,
Business & Economics	Languages & Literatures		books or videos or all three
Earth & Environmental Sciences	Law, Politics & Government Music, Dance, Drama & Film		by choosing a subject.
Engineering & Applied Sciences General	Philosophy & Religion		
Health & Biological Sciences	Physical Sciences & Mathematics		
History & Archaeology	Social Sciences		
Select a medical subject category	~		
Additional Resources			
Search Subject Databases by Keyword:			
Select a database		~	

Search for online journals, books or videos or all three by selecting a medical subject category:



Search for online journals, books or videos or all three by selecting a specific database:

#### Additional Resources

Search Subject Databases by Keyword:

Select a database	
Select a database	P
2022 Brill Journal Collection	
A+ Education	
Academic Journals	
Academic Search Ultimate	
Academic Video Online: Premium - Outside North America	
AccessEngineering	
AccessScience	
ACM Digital Library	
ACS All Publications	
Africa Development Indicators	-
Select a database	~

4. Accessing Google Scholar to search for articles:

You can access Google Scholar when you are on the interim journal article page by choosing the Google Scholar option on the page.

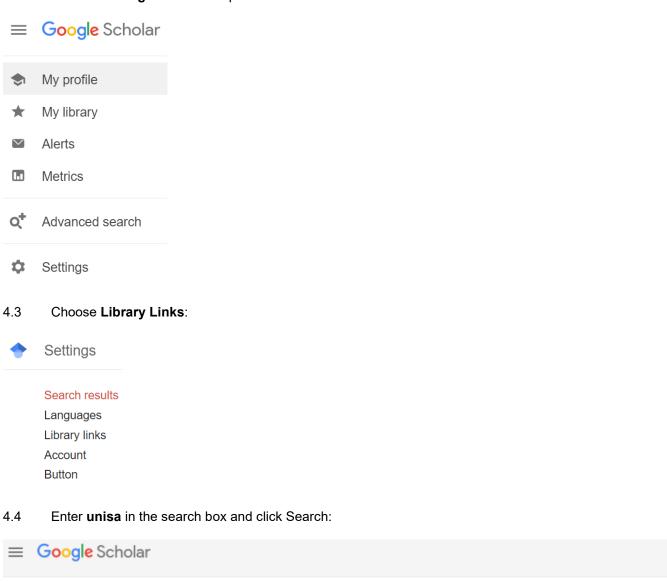
Google Scholar can be accessed directly at https://scholar.google.com/

4.1 Click the  $\equiv$  on the Google Scholar page:

🔶 Google Scholar 🛛 🗙 🕂		~ - 0 ×
$\leftarrow$ $\rightarrow$ C i https://scholar.google.ce	om	🖻 🖈 🖪 🛎 i
🚍 🍝 My profile 🛛 🛧 My library		SIGN IN
	Google Scholar	
		٩
	Articles Case law	
	Stand on the shoulders of giants	

Help Privacy Terms

#### 4.2 Choose **Settings** from the drop-down menu:



Search results Languages	Show library access links for (choose up to five libraries):	
Library links	unisa	Q
Account	e.g., Harvard	

#### 4.5 Tick and untick the boxes as follows. Click Save:

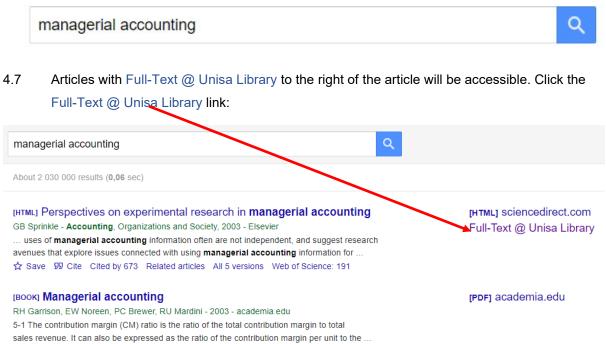
Settings

≡ Google Scho	blar
Settings	
Search results Languages	Show library access links for (choose up to five libraries):
Library links	unisa
Account	e.g., Harvard
Button	
	University of South Africa - UNISA Library
	Iniversity of South Africa - Full-Text @ Unisa Library
	UNIVERSITY OF SOUTH AFRICA UNISA - ProQuest Fulltext
	Open WorldCat - Library Search
	Università degli studi di Salerno - SFXScholar
	Universit degli Studi di Salerno - SFX Uni. Salerno
	Online access to library subscriptions is usually restricted to patrons of that library. You may need to login with your
	library password, use a campus computer, or configure your browser to use a library proxy. Please visit your
	library's website or ask a local librarian for assistance.
	Save

To retain settings, you must turn on cookies

If you clear the browser history, remember to follow the same process to setup Google Scholar again.

4.6 Do the article search for a specific article or by entering search terms:



☆ Save 59 Cite Cited by 2273 Related articles All 21 versions 🔊

#### 4.8 You will be directed to the Summon interim page for the article. Click

Full Text Online

You are looking for

Sprinkle, Geoffrey B (02/2003). "Perspectives on experimental research in managerial accounting". Accounting, organizations and society (0361-3682), 28 (2-3), p. 287.

Full Text Online	from ScienceDirect Freedom Collection 202	21 (	D -			
Show more full-text options -						
Still need help? 🛎						
Google Scholar Search the Library Catalog						
<b>bX</b> Users interested in this article a	also expressed an interest in the following:		Abo	ut bX	-	A
1. CHAPMAN, Christopher S S <u>Reflect</u> Accounting, organizations and socie	tions on a contingent view of accounting ty 22.2 (1997) 189-205	6	\$	Ş		
<ol> <li>Bonner, Sarah E <u>The effects of mon</u> performance: theories, evidence, an organizations and society 27.4-5 (20)</li> </ol>	d a framework for research Accounting,	0	D	Ş		
3. Libby, Robert <u>Experimental research</u> organizations and society 27.8 (200		6	\$	Ş		
Task, Person, and Interpersonal Inte Judgment and Decision Making Res	I Decision Making Research in Auditing: A eraction Perspective/DISCUSSION OF search in Auditing: A Task, Person, and <u>e</u> Auditing 24.25th Anniversary Iss (2005) 41-	0	6	Ş	-	•

4.9 You will be directed to the Unisa CAS login page. Login with your Unisa affiliated credentials:



# **Unisa Central Authentication Service (CAS)**

Login

#### **Enter your Username and Password**

Username:	
Password:	
LOGIN	

#### 4.10 You will be directed to the article web page:

O-www-sciencedirect-com.oasis.unisa.ac.za/science/article/	bii/S0361368201000587	lê t	
enceDirect	Journals & Books  ③ Search ScienceDirect	t I Q 🟛 Register Sign in	
	View PDF Download full issue		
Outline	Accounting Organizations and Society	Recommended articles	
Abstract	Accounting, Organizations and Society Volume 28, Issues 2–3, February–April 2003, Pages 287-318	Tournament group identity and performance The moderating effect of winner proportion Accounting, Organizations and Society, Volume 56 Khim Kelly, Adam Presslee	
1. Introduction	ELSEVIER		
2. Decision-influencing role of managerial acc	Denne etime en emerimentel merende in		
3. Decision-facilitating role of managerial acc	Perspectives on experimental research in		
4. Interdependence of decision-influencing an	managerial accounting		
5. Conclusions	Geoffrey B Sprinkle & 🛛		
Acknowledgements	Show more 🗸		
References	+ Add to Mendeley 😪 Share 😕 Cite	View PDF	
Show full outline 🗸		Management accounting in the laboratory	
Cited By (248)	Abstract	and in social context: Four contrasts, 1975–. Accounting, Organizations and Society, Volume 49 Joan Luft	
	In this paper, I discuss the importance of conducting experimental research in managerial accounting and provide a framework for understanding and assessing the contributions of	🔀 View PDF	
	research in this area. I then use this framework to organize, integrate, and evaluate the existing experimental managerial accounting research. Based on my review and synthesis of	Show 3 more articles 🗸	

For any enquiries regarding Summon discovery, send an e-mail to <u>lib-help@unisa.ac.za</u> with your student or staff number in the subject line.