



DBpia User's Manual

Table of contents

01	Introduce DBpia		3
02	Institutional Authentic	ation	6
03	Find an article		11
04	Access an article		17
05	Use the My Library		26
06	<u>Personalization</u>		36
07	Purchase an article		42



01 Introduce DBpia



What is DBpia?

- DBpia is a Korean academic journal platform
- DBpia provides full-text and bibliographic information of all the academic materials by online service.
- Find out research themes, academic papers, and the recent trends of studies from DBpia!



2,300 of Publishers

Academic Society, National Research Institution, etc.



4,000 of Journals

Academic Journals, Conference Materials, Magazines, etc.



300 million of Academic Contents

Academic papers, Articles, Symposium Abstracts, etc.



DBpia Membership



General Member

- A user can register individually as a member of DBpia.
- A user can use personalization provided in DBpia
- Everyone is free to be a member of DBpia without charge.
 - Naver/Google/Facebook accounts are available to register and login.
- After login as a member, please check your institutional access to use the DBpia for free



Author Member

- A user is who already wrote an article or planning to write an article.
- An author member can check the usage performance of their own research on the author's page.
- The author member can also use personalization provided in DBpia.



02

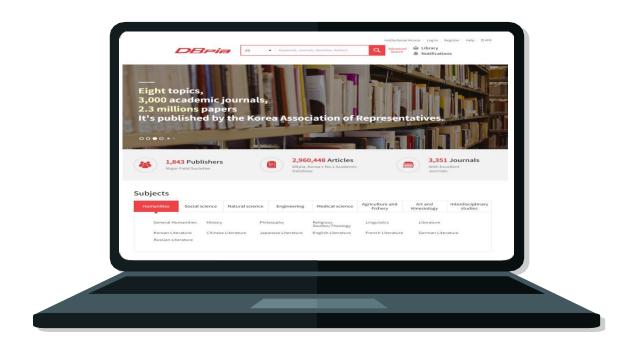
Institutional Authentication

> If certify affiliated institution in DBpia, free to use all the academic contents.



Institutional Authentication on Campus

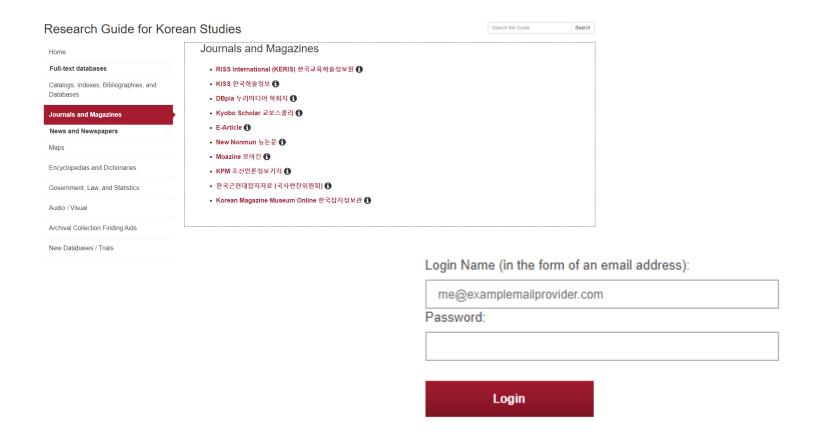
- Use the PC on your campus that IP registered for the access of DBpia.
- Your institution is automatically certified via the IP authentication.





Institutional Authentication for Off-Campus

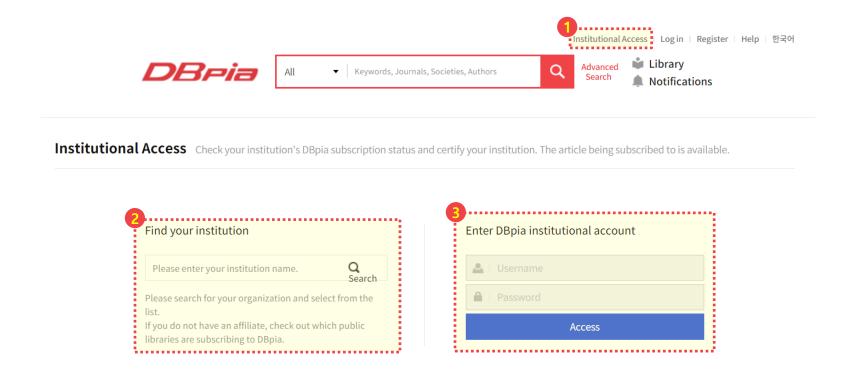
- Find and click the DBpia link on your library website.
- log in via your library's account and get the institutional access of DBpia.





"Institutional Access" on DBpia

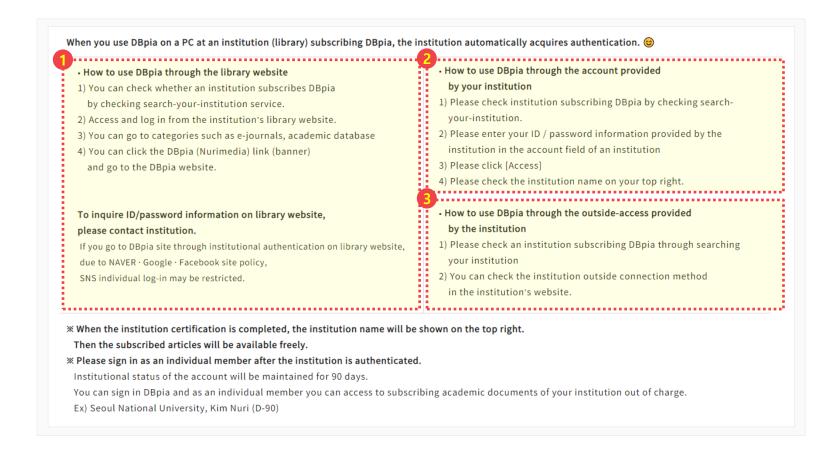
- If you have an institutional account, click the "Institutional Access" button on the top.
- Then, find your institution and fill in the username and password for the access.





"Institutional Access" on DBpia

Check the right way of 'Institutional Access' for your institution.





03

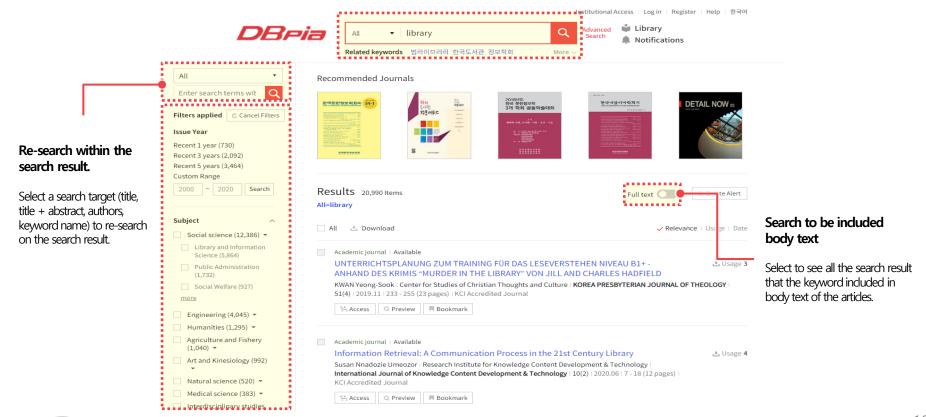
Find an article

> Find the desired article by the convenient search functions



General Keywords Search

- Type more than two words rather than one word to have accurate results.
- After the keywords search, check the 'Filters applied' to have more specific results.
 - If there are too many articles on the search result, click the option on the left side.
 - Reduce the search result by 'Issue Year', 'Subject', 'Journal', 'Type', etc.

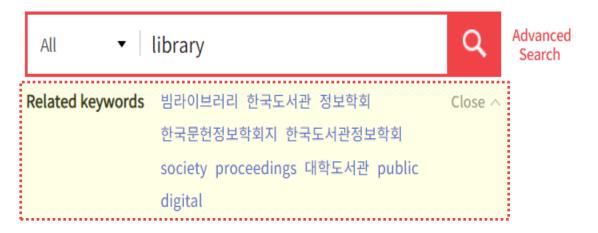




Related Keywords Search

Check the 'Related keywords' to see what other researchers looked up!

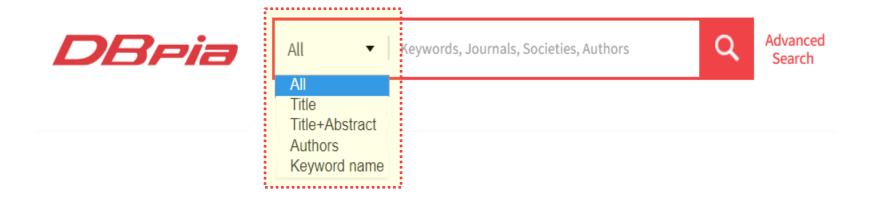






Author's Name Search

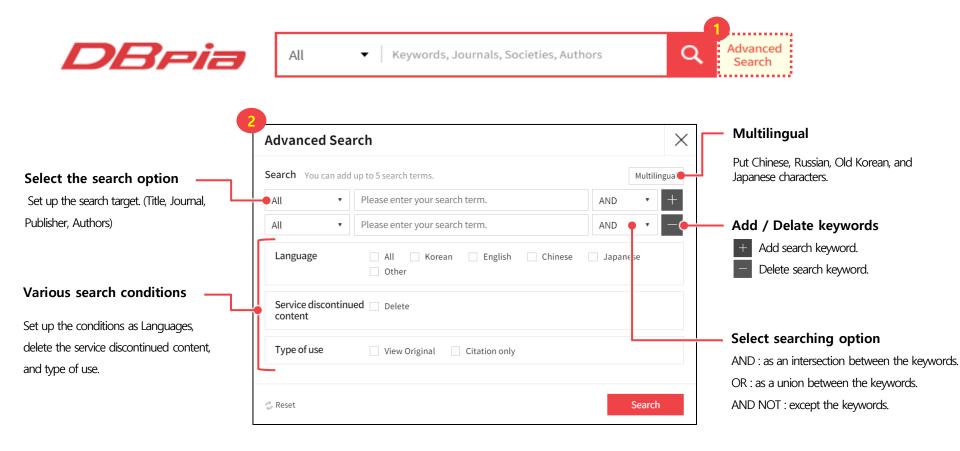
- Search articles by an author's name.
 - On the search box, check the 'Authors' options before type author's name.
 - The search result will come up when the name of the author exactly matched.
 - Besides, title, title+abstract, and keyword can use to search for articles.





Advanced Search

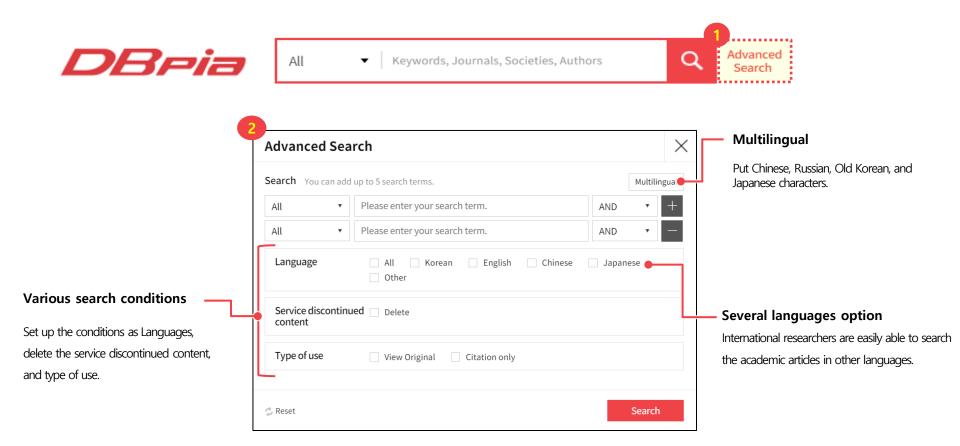
- Use the advanced search when a user has clear conditions to search with specific words.
 - Such as title, journal, publisher, and authors to have an accurate search result.





Advanced Search

- DBpia provides advanced search feature in several languages.
 - Search articles written in English, Japanese, Chinese, and other major languages of East Asian Studies.
 - Provide several English journals for the international researchers.



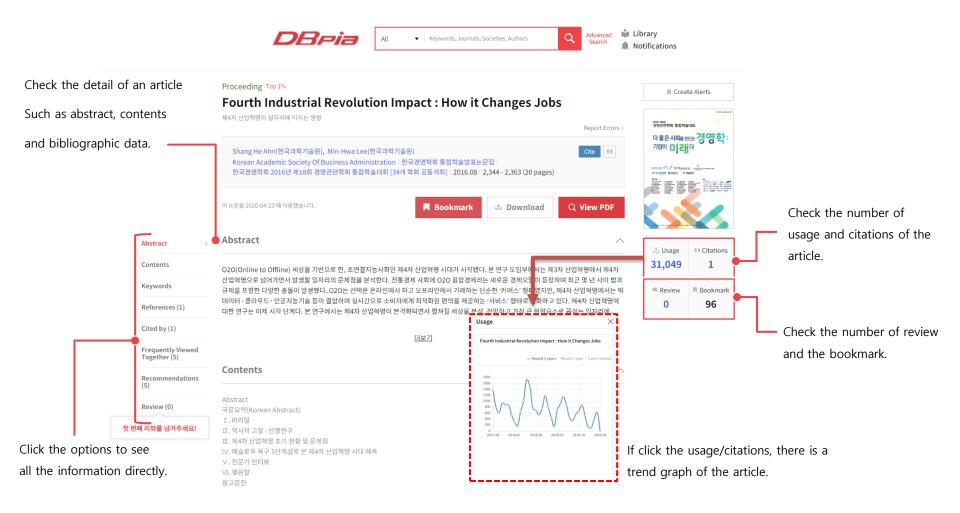


04 Access an article



Detail Page of the Article

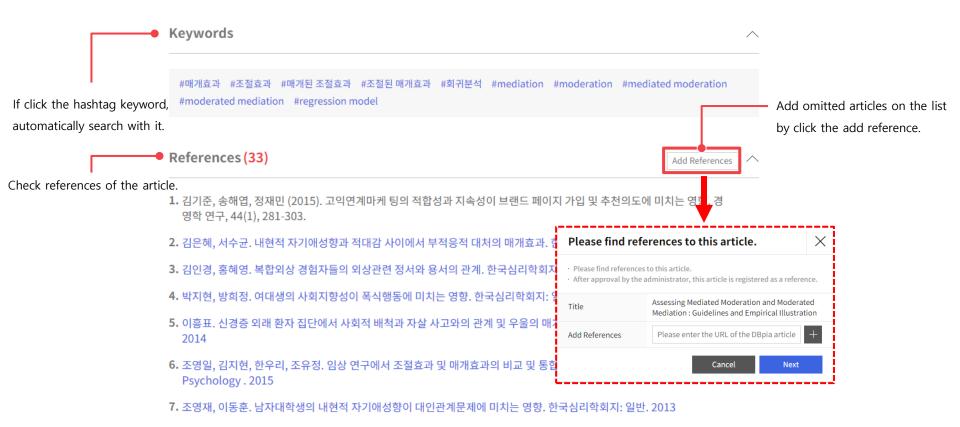
Check all the related information about an article from the detail page.





Detail Page of the Article

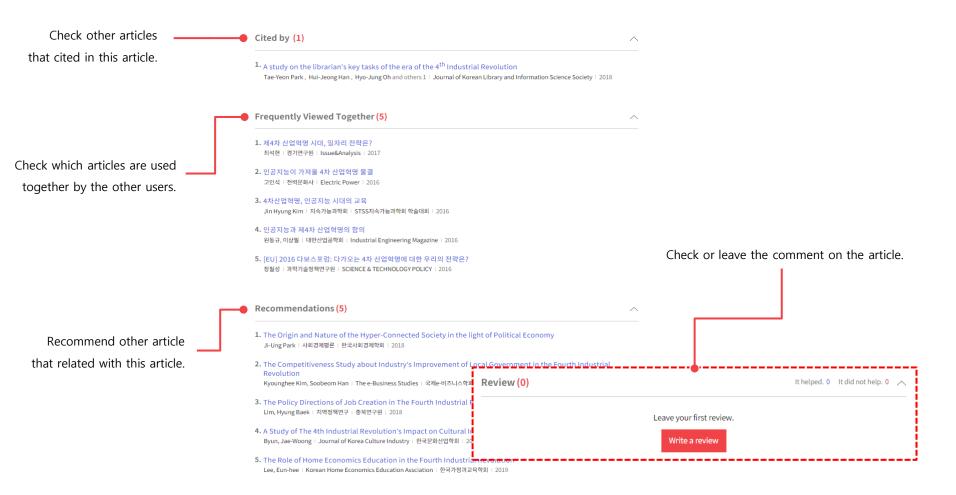
Check all the related information about the article from the detail page.





Detail Page of the Article

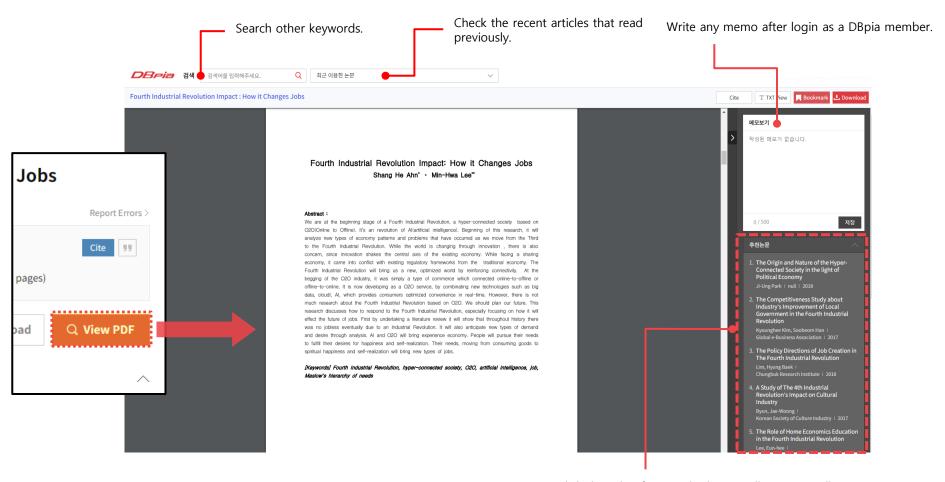
Check all the related information about the article from the detail page.





PDF-Text View

Read an article by the PDF View

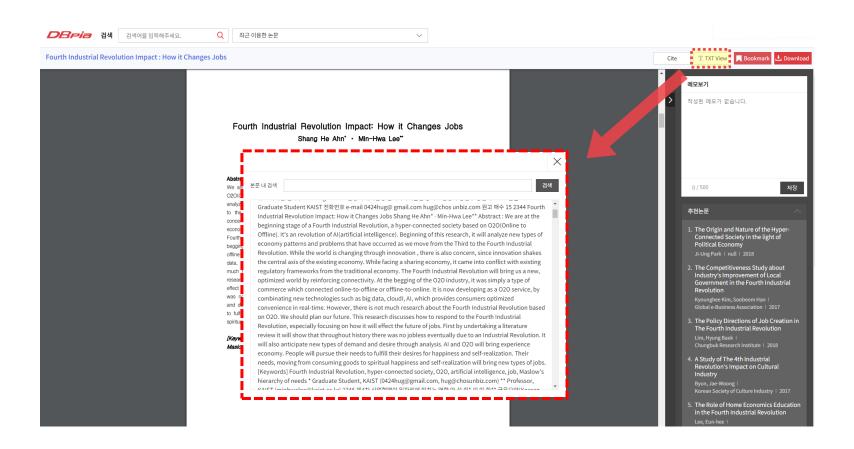


Click the title of an article then it will automatically open the PDF view of the article.



PDF-Text View

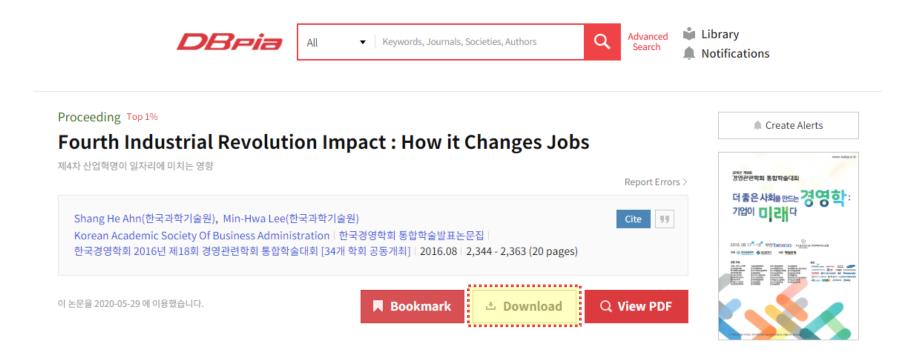
- If the contents of the article can not copy and paste, then use the 'TEXT View' option.
 - Use copy and paste functions to cite the content without typing all the sentences on the content.





PDF Download

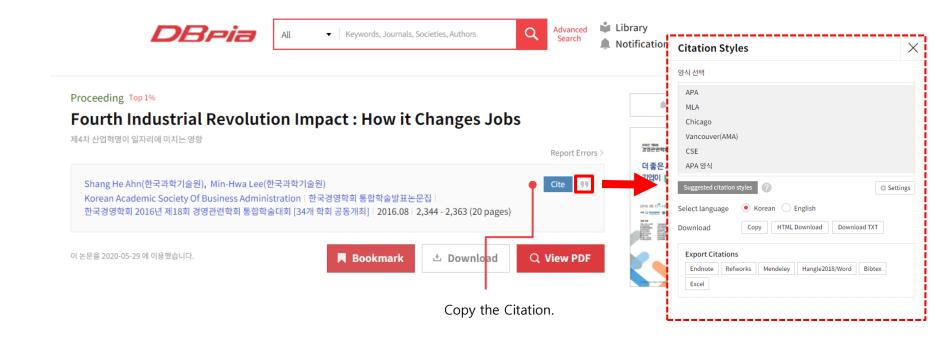
- Permanently collect and save all the articles as a PDF file.
- 'Download' to save all the necessary articles.
 - If download the article, it will save with the title of the article.





Cite an Article

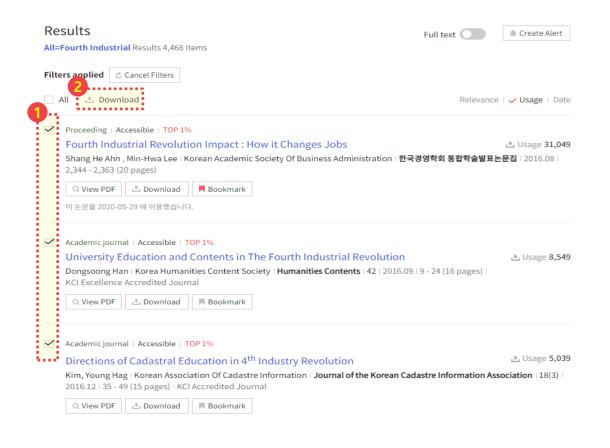
- Simply write a reference page on your paper by using the 'cite' function.
- If click the 'Cite' button, automatically provide the information of the article with forms of APA, MLA, etc.
 - If login as a DBpia member, then customize and manage the form of citation.





Another Good Tip!

- On the search result page, maximally 20 articles can be downloaded at once.
- Check all the necessary articles then click the download.







05

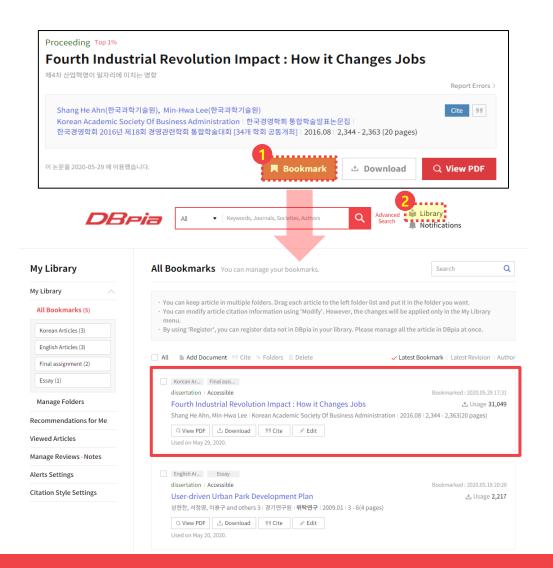
Use the My Library

> Use library function to organize all the needed academic contents for a research.



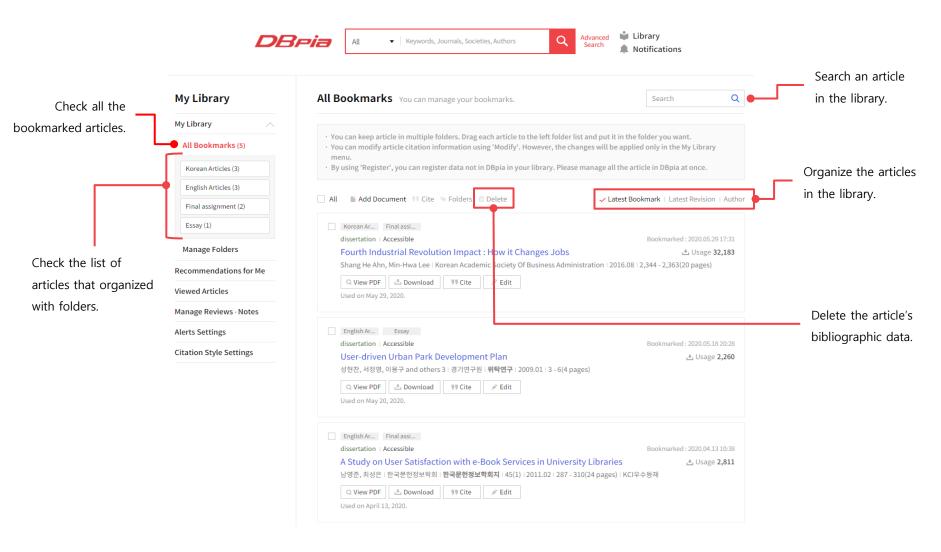
Bookmark

All the articles can be collected in the 'Library' by clicking the 'Bookmark'.



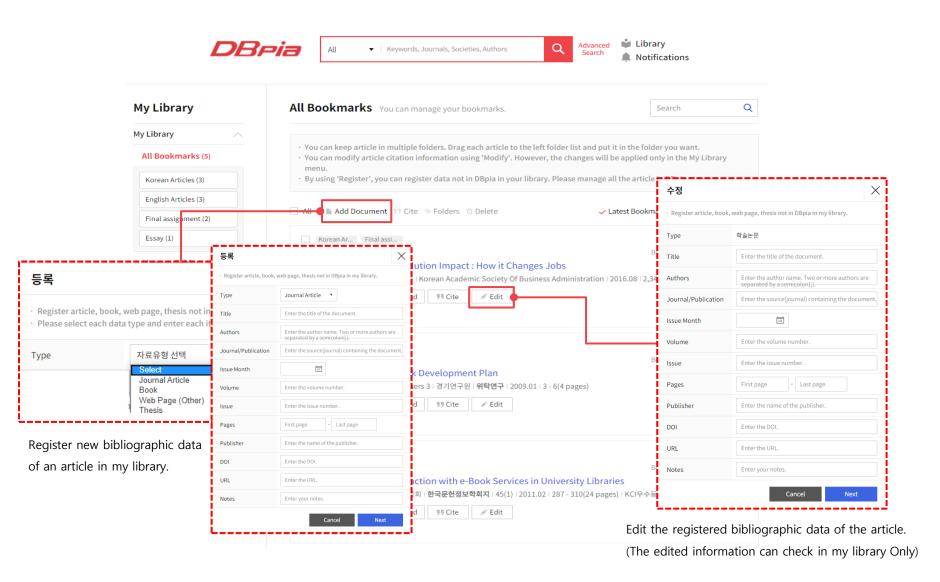


My Library: Manage the Articles





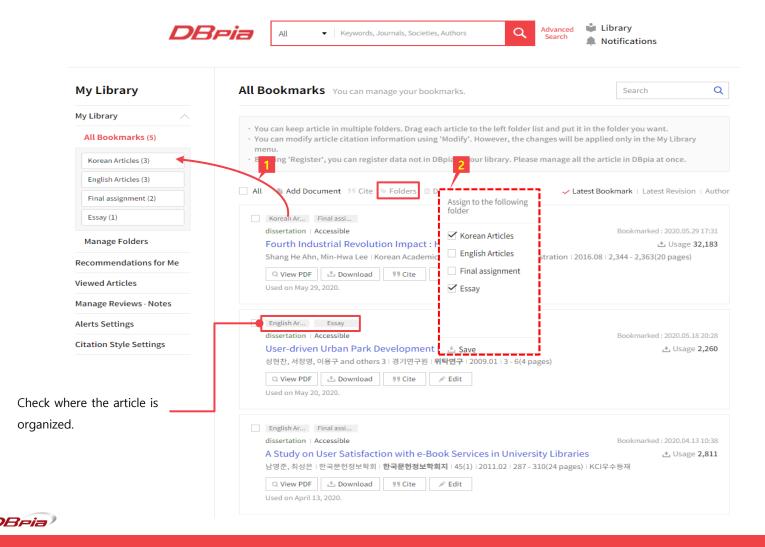
My Library: Manage the Articles





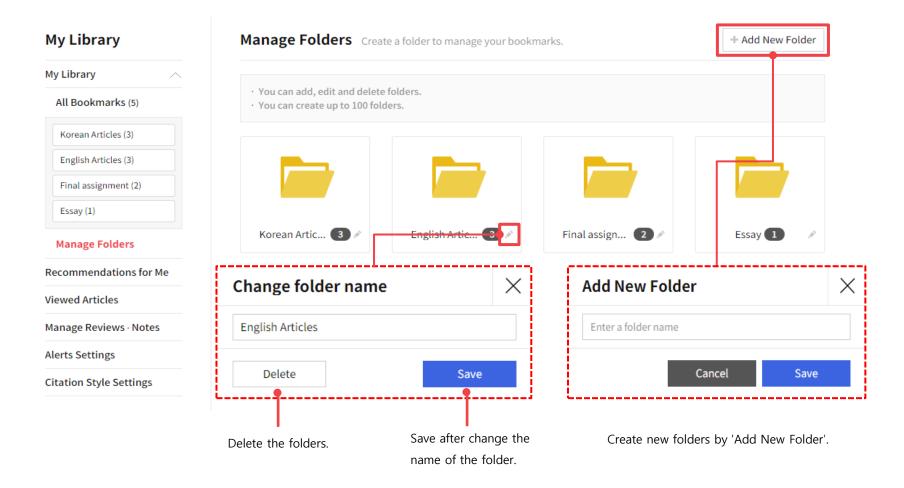
My Library: Categorize the Articles

- Categorize all the articles into the folders by <u>drag and drop</u> or click the <u>folders</u> option.
 - An article can put into several folders.



My Library: Manage the Folders

• Manage all the folders by clicking the "Manage Folders" in the Library.

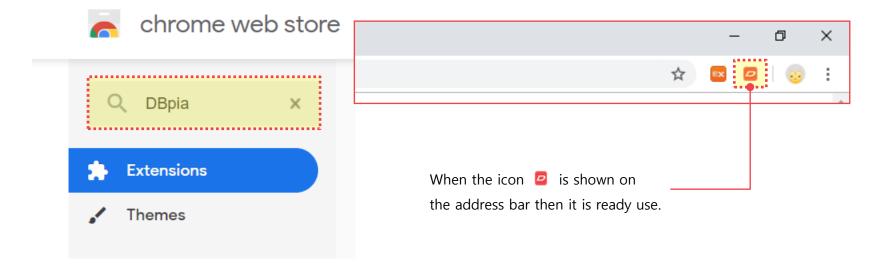




My Library: Chrome Extension

• All the bibliographic data of articles that serviced on the other website can import into my library by DBpia Chrome Extension.

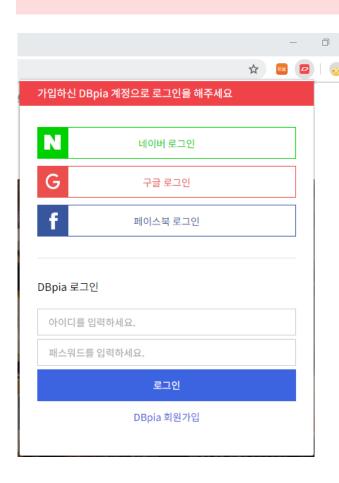
1. Install the DBpia Chrome Extension in the chrome web store (https://chrome.google.com/webstore?hl=ko)





My library: Chrome Extension

2. Click the icon on the right side of the address bar and log in to DBpia.

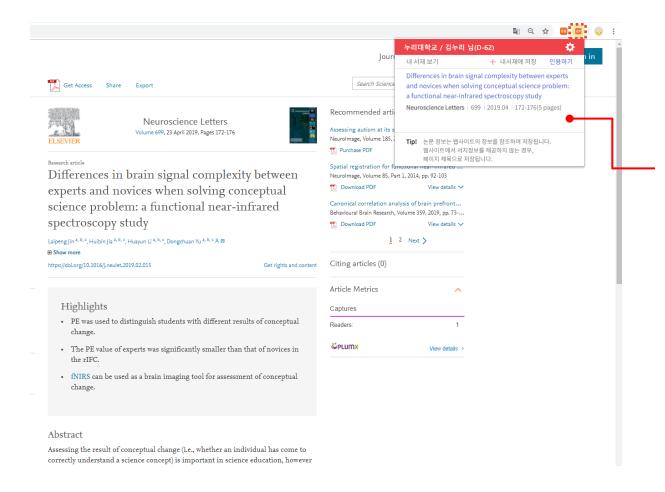


- Log in with the DBpia account that already registered.
- If already logged in, it will automatically access.
- Once going through the login process then the login status persists.
- After login, there is a set up function to manage the DBpia account.



My library: Chrome Extension

3. If trying to import the bibliographic data of an article from the other website, click the icon

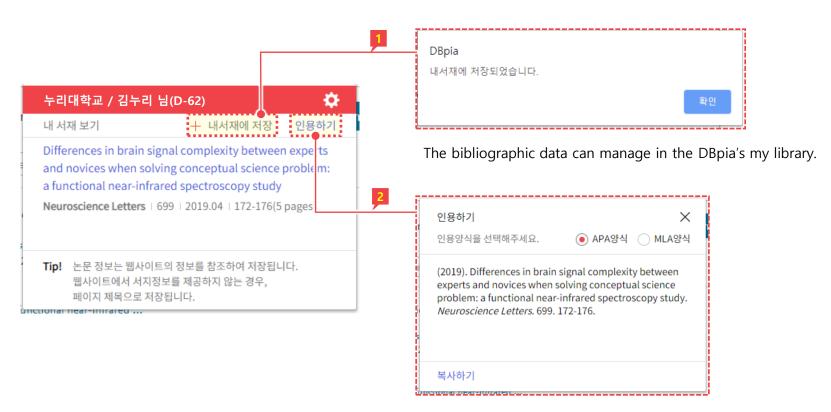


Recognize the bibliographic data of the current page.



My library: Chrome Extension

4. Recognized data can save into 'My Library' or copy the citation by 'Cite option'.



Choose to copy a form of the APA or the MLA citation.



06

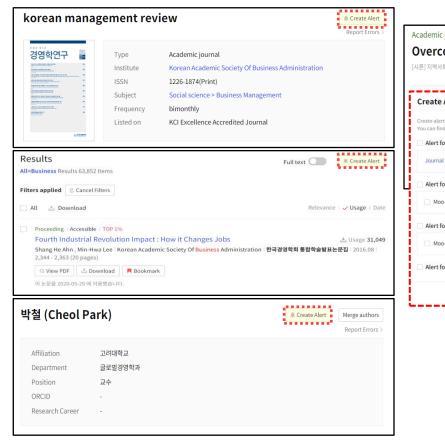
Personalization

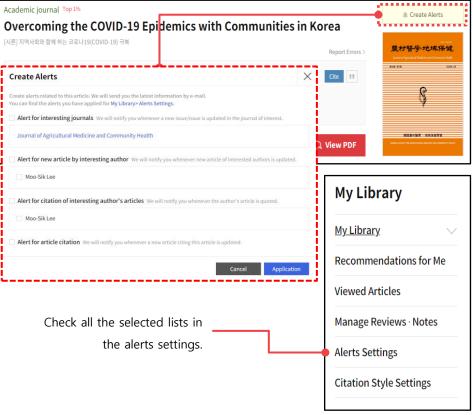
> The personalization is only providing the member of DBpia to customize the service on DBpia



Alert Service

- Use 'alert service' to get all the information about the interesting article.
 - DBpia sends the related articles to user's email that selected as interesting fields.

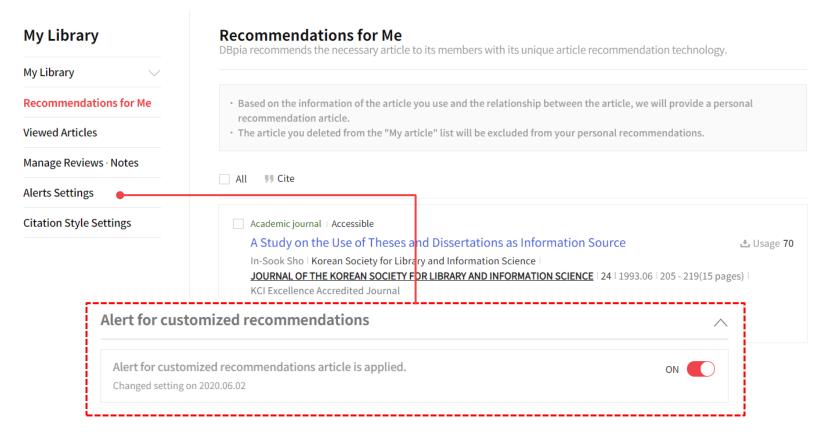






Recommendations Service

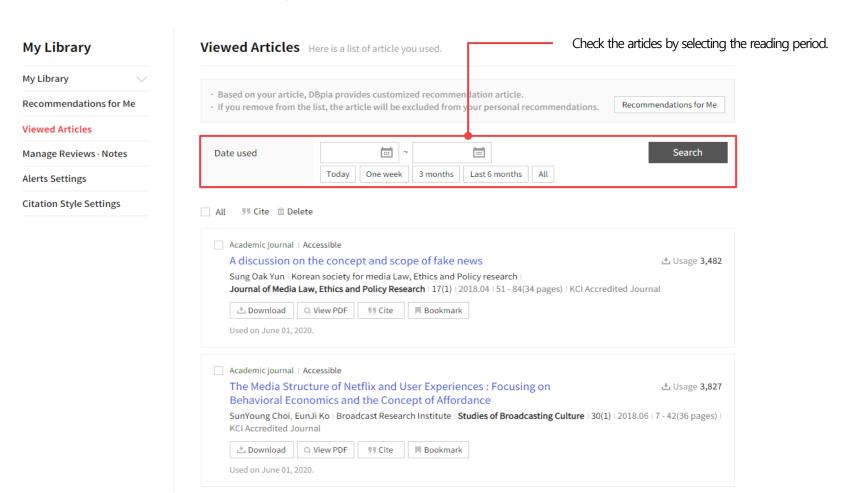
- This function recommends some useful articles based on usage records.
- If delete an article in the 'Viewed Articles', it will be excluded on the list of recommendations.
- Register the email notification about recommended articles in the alerts setting.





Viewed Articles Service

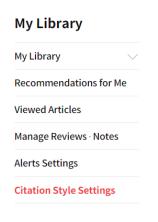
- Find/Delete the articles that have been read in a certain period.
 - If delete an article on the list, then it will be excluded on the list of recommendations.

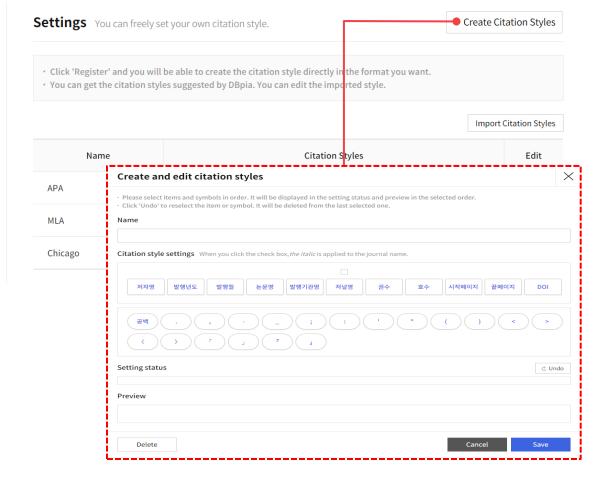




Citation Style Service

'Citation Styles' function helps to manage and customize its own citation form.

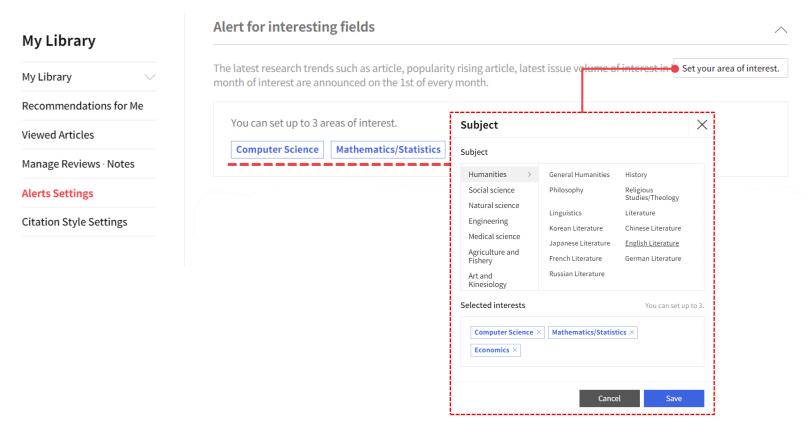






Alert Service for Monthly Report

- Check an interesting field in the alert setting.
- Get an email about the monthly report of an interesting field on the first day of the month.





07

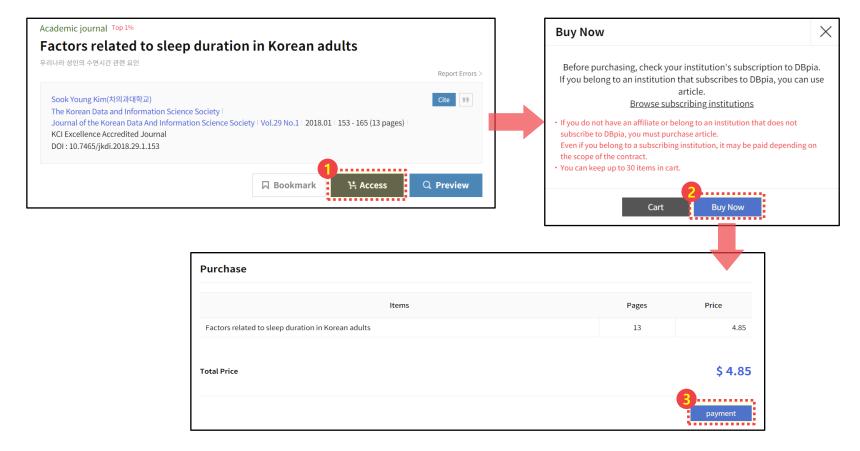
Purchase an Article

> Only DBpia member can purchase an article.



Way to buy an article

- A DBpia member can buy each article.
 - pay with a credit card, cellphone, and account transfer.





Purchase History

My Account

- There is 'Purchase History' to check the history of the purchased articles.
 - 3 days (72 hours) of the valid date to download after purchasing an article.

Are you attending school or working? If you belong to an institution that subscribes to DBpia, you can view the articles via Institutional ✓ Institutional Access Access. **Manage Profile Purchase History Notification Settings** All My Notifications Manage your profile. You can set You can see various notifications. various notifications you have You can check the history of your My Profile received. purchases. Go to the page Go to the page Go to the page 1: 1 Inquiries and **DBpia Money** Cart Social Login Settings Answers You can check charge history and You can check the article in cart. You can connect or disconnect remaining balance for DBpia your SOCIAL MEDIA account login. You can check the contents of Go to the page Money. 1: 1 Inquiries and Answers. Go to the page Go to the page Go to the page Delete Account



Customer Service

Do you have any questions to ask?

If you have any other questions, please feel free to contact DBpia.

Customer

- ✓ **Tel**: 02-707-0496
 - Office hours: Mon ~ Fri 09:00~18:00 (Lunch hour - 12:00~13:00)
- ✓ Message board : DBpia > Help > FAQ
- ✓ E-mail: dbpia@nurimedia.co.kr

Subscription/Partnership

- √ Subscription contract of DBpia
 - University(4 years), Overseas library: Sales Planning sales@nurimedia.co.kr
 - Public institution, Corporation, College
 - : Specialized Sales gnc@nurimedia.co.kr
- √ Copyright contract
 - Contents Team copyright@nurimedia.co.kr
- ✓ Partnership/Alliance
 - Service Team dbpia@nurimedia.co.kr

