

订购了 Science Direct 数据库的用户，可以根据自己的需要，在 SD 网站上查询自己所订购的电子产品（期刊、手册、图书等）的相关信息，包括产品的名称，ISSN，出版商名称，起止卷、期，所订购的起止卷、期，以及产品的 URL 链接等详细信息。

具体查询的方法如下：

- 1、在授权 IP 范围内登陆 SD 数据库 [www.sciencedirect.com](http://www.sciencedirect.com)
- 2、在 SD 首页点击 “My Settings” 进入个人设置页面

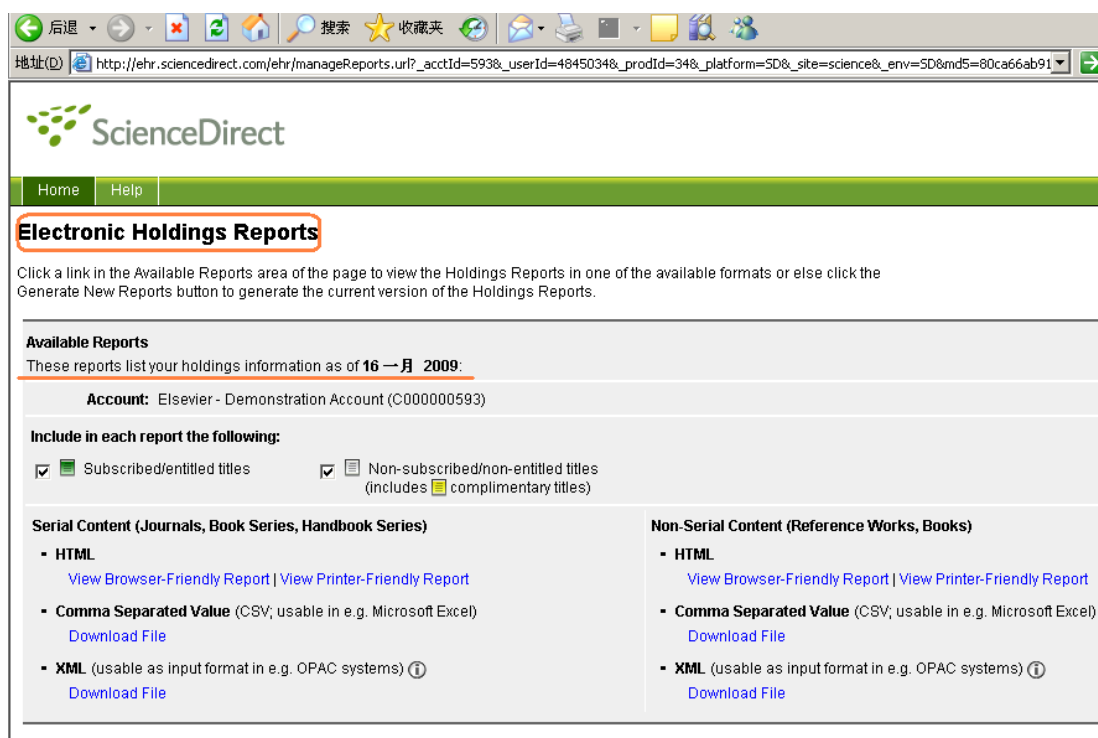


### 3、 点击 “ScienceDirect Electronic Holdings Reports”



The screenshot shows a web browser window with the ScienceDirect website. The address bar displays the URL: [http://www.sciencedirect.com/science?\\_ob=UserSubscriptionURL&\\_method=begin&\\_btn=Y&\\_](http://www.sciencedirect.com/science?_ob=UserSubscriptionURL&_method=begin&_btn=Y&_). The ScienceDirect logo is visible in the top left, and the text "Brought to you by The ScienceDirect T" is in the top right. A navigation menu includes Home, Browse, Search, My Settings, Alerts, Help, and Live Chat. Below the menu is a "Quick Search" section with input fields for "All fields", "Author", "Journal/book title", "Volume", and "Issue". A "My Settings" section is highlighted, containing a list of links: "Add/Remove Alerts", "Modify Personal Details and Preferences", "Change Password", and "ScienceDirect Electronic Holdings Reports", which is circled in red. At the bottom, there is a footer with the Elsevier logo and copyright information: "Copyright © 2009 Elsevier B.V. All rights reserved. ScienceDirect® is a registered trademark".

### 4、 进入“Electronic Holdings Reports”页面。页面自动显示最近一次报告生成的日期， 比如 “These reports list your holdings information as of 16 一月 2009.”



The screenshot shows the "Electronic Holdings Reports" page on ScienceDirect. The address bar displays the URL: [http://ehr.sciencedirect.com/ehr/manageReports.url?\\_acctId=593&\\_userId=4845034&\\_prodId=34&\\_platform=5D&\\_site=science&\\_env=5D&md5=80ca66ab91](http://ehr.sciencedirect.com/ehr/manageReports.url?_acctId=593&_userId=4845034&_prodId=34&_platform=5D&_site=science&_env=5D&md5=80ca66ab91). The ScienceDirect logo is in the top left. A navigation menu includes Home and Help. The "Electronic Holdings Reports" title is circled in red. Below the title, there is a text box: "Click a link in the Available Reports area of the page to view the Holdings Reports in one of the available formats or else click the Generate New Reports button to generate the current version of the Holdings Reports." The "Available Reports" section is highlighted, showing: "These reports list your holdings information as of 16 一月 2009." Below this, the account information is displayed: "Account: Elsevier - Demonstration Account (C000000593)". The "Include in each report the following:" section has two checked options: "Subscribed/entitled titles" and "Non-subscribed/non-entitled titles (includes complimentary titles)". The "Serial Content (Journals, Book Series, Handbook Series)" section lists three options: "HTML" (with links for "View Browser-Friendly Report" and "View Printer-Friendly Report"), "Comma Separated Value (CSV; usable in e.g. Microsoft Excel)" (with a "Download File" link), and "XML (usable as input format in e.g. OPAC systems)" (with a "Download File" link). The "Non-Serial Content (Reference Works, Books)" section also lists three options: "HTML" (with links for "View Browser-Friendly Report" and "View Printer-Friendly Report"), "Comma Separated Value (CSV; usable in e.g. Microsoft Excel)" (with a "Download File" link), and "XML (usable as input format in e.g. OPAC systems)" (with a "Download File" link).

5、如果显示的日期较早，而您希望看到最新的报告，可以按照下面的步骤重新生成报告：

1) 选择需要查看的内容。

绿色图标表示您所订购了的期刊，也就是有权限使用全文的期刊（Subscribed/entitled titles）；

白色图标表示您没有订购的期刊，也就是没有权限使用全文的期刊

（Non-subscribed/non-entitled titles，包括不定期免费使用的期刊）；

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### Electronic Holdings Reports

Click a link in the Available Reports area of the page to view the Holdings Reports in one of the available formats.

**Available Reports**  
These reports list your holdings information as of **19 一月 2009**:

**Account:** Elsevier - Demonstration Account (C000000593)

**Include in each report the following:**

 Subscribed/entitled titles

 Non-subscribed/non-entitled titles  
(includes  complimentary titles)


**Serial Content (Journals, Book Series, Handbook Series)**

- **HTML**  
[View Browser-Friendly Report](#) | [View Printer-Friendly Report](#)
- **Comma Separated Value** (CSV; usable in e.g. Microsoft Excel)  
[Download File](#)
- **XML** (usable as input format in e.g. OPAC systems) ⓘ  
[Download File](#)

**Non-Serial Content (Reference Works)**

- **HTML**  
[View Browser-Friendly Report](#)
- **Comma Separated Value** (CSV; usable in e.g. Microsoft Excel)  
[Download File](#)
- **XML** (usable as input format in e.g. OPAC systems) ⓘ  
[Download File](#)

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2) 点击“Generate New Reports”重新生成报告。报告生成的过程中，页面会显示“Reports are being generated...”。如果在地址框中输入您的 email 地址，报告生成后系统就会自动给您发邮件提示。

**Serial Content (Journals, Book Series, Handbook Series)**

- **HTML**  
[View Browser-Friendly Report](#) | [View Printer-Friendly Report](#)
- **Comma Separated Value** (CSV; usable in e.g. Microsoft Excel)  
[Download File](#)
- **XML** (usable as input format in e.g. OPAC systems) ⓘ  
[Download File](#)

**Non-Serial Content (Reference Works)**

- **HTML**  
[View Browser-Friendly Report](#)
- **Comma Separated Value** (CSV; usable in e.g. Microsoft Excel)  
[Download File](#)
- **XML** (usable as input format in e.g. OPAC systems) ⓘ  
[Download File](#)


**Generate New Reports**

Specify an e-mail address to alert you when the reports are ready:

**Generate New Reports** (New reports overwrite old reports)

The reports are generated even if you visit another page or log out.  
Note: Generation of a new report is unavailable if your available reports were generated within the last 24 hours.

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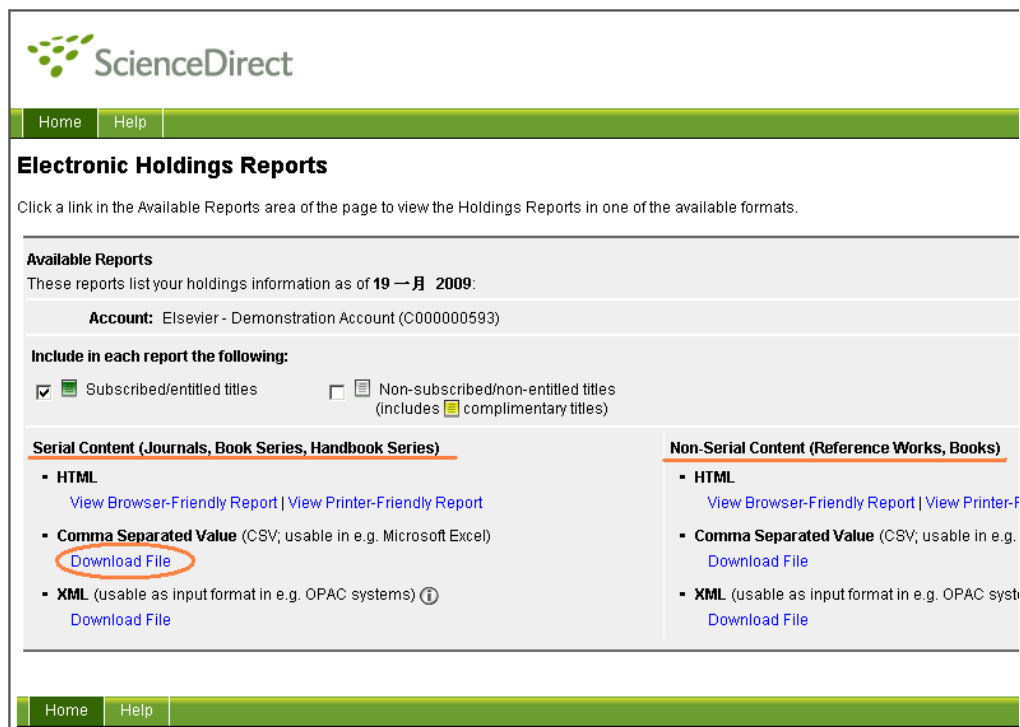
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6、新的报告生成后，刷新页面，您就可以根据需要查看或保存报告了。

报告按照内容分为 **Serial Content (Journals, Book Series, Handbook Series)**——期刊、丛书等系列出版物，和 **Non-Serial Content (Reference Works, Books)**——百科全书、电子图书单行本。

按照显示的格式分为 HTML、Comma Separated Value、XML 等几种格式。例如，如果需要  
在 Excel 表格中查看报告，可以直接点击 **Comma Separated Value**——**Download File** 查看，  
或者右键点击 **Comma Separated Value**——**Download File** 将报告另存。



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### Electronic Holdings Reports

Click a link in the Available Reports area of the page to view the Holdings Reports in one of the available formats.

**Available Reports**  
These reports list your holdings information as of **19 一月 2009**:

**Account:** Elsevier - Demonstration Account (C000000593)

**Include in each report the following:**

 Subscribed/entitled titles        Non-subscribed/non-entitled titles  
(includes  complimentary titles)

| <u>Serial Content (Journals, Book Series, Handbook Series)</u>  | <u>Non-Serial Content (Reference Works, Books)</u>  |
|---|---|
| <ul style="list-style-type: none"><li>▪ <b>HTML</b><br/><a href="#">View Browser-Friendly Report</a>   <a href="#">View Printer-Friendly Report</a></li><li>▪ <b>Comma Separated Value</b> (CSV, usable in e.g. Microsoft Excel)<br/><a href="#">Download File</a></li><li>▪ <b>XML</b> (usable as input format in e.g. OPAC systems) ⓘ<br/><a href="#">Download File</a></li></ul> | <ul style="list-style-type: none"><li>▪ <b>HTML</b><br/><a href="#">View Browser-Friendly Report</a>   <a href="#">View Printer-Friendly Report</a></li><li>▪ <b>Comma Separated Value</b> (CSV, usable in e.g. Microsoft Excel)<br/><a href="#">Download File</a></li><li>▪ <b>XML</b> (usable as input format in e.g. OPAC systems)<br/><a href="#">Download File</a></li></ul> |

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