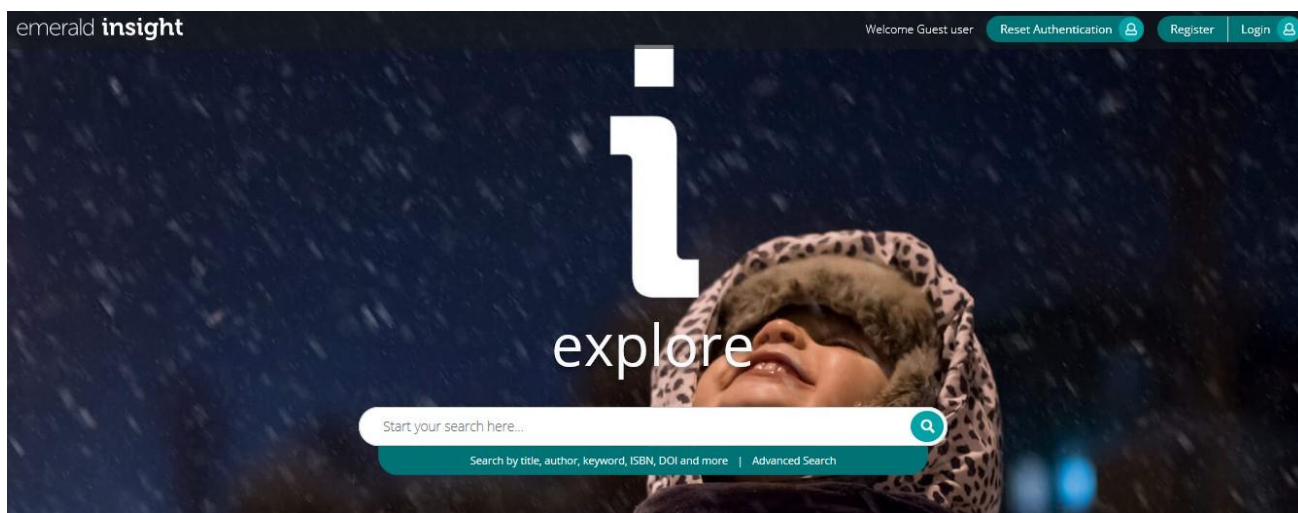


# EMERALD 平台

## -远程访问使用指南

([www.emerald.com](http://www.emerald.com))



为方便读者不受时间和地点的限制，Emerald 提供 IP 授权范围外远程访问功能。您只需要联系 Emerald 工作人员获得一个机构码（OAN）即可随时随地访问 Emerald 资源。

### Step 1, 获取机构码

- ✓ 请将申请信息（如下）发送至 [service@emeraldinsight.com.cn](mailto:service@emeraldinsight.com.cn)，获取机构码 Organization Access Number (OAN)

机构名称	
学院	
姓名	
邮箱	
电话	
职称	

联系我们: **QQ:** 2565962796      **Email:** [service@emeraldinsight.com.cn](mailto:service@emeraldinsight.com.cn)

## Step 2, 注册个人账

- ✓ Emerald 平台首页右上方点击 Register

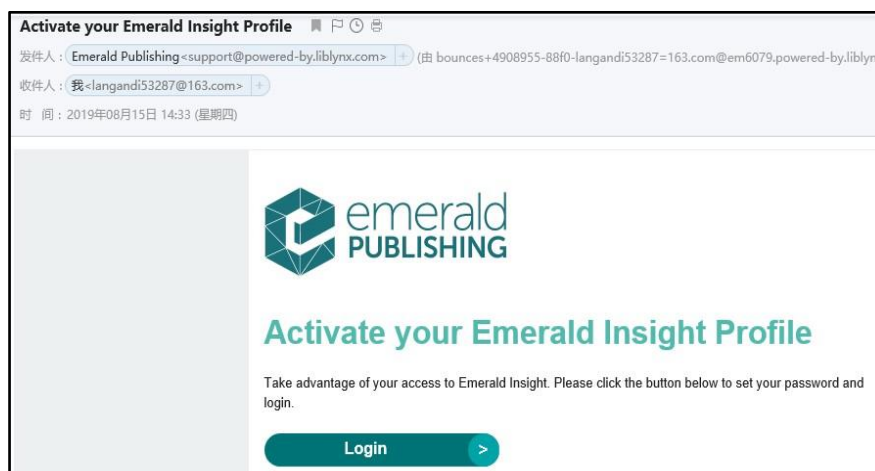


- ✓ 填写姓名 **Name**, 常用邮箱 **Email**, 输入机构码 **OAN**, 勾选同意, 点击 Register

A screenshot of the registration form titled "Register for an Emerald Profile". The form includes a sub-header: "An Emerald Profile is a free service that allows you to customize your experience on our new platform. Fill out the fields below to create your very own account." Below this are four input fields: "Name \*" (with placeholder "Enter your name"), "Email Address \*" (with placeholder "Enter your Email address"), "Organisation Access Number (Optional):" (with placeholder "Enter your 15 digit access number"), and a checkbox labeled "I have read and agree to the Terms and Conditions and Privacy Policy." At the bottom right, there are two buttons: "Cancel account creation" and "Register".

## Step 3, 激活个人账号

- ✓ 完成上一步填写注册之后, 邮箱会收到一封**激活邮件**, 点击 Login (如果点击 Login 返回打不开网页, 请多试几次)



## Step 4, 设置个人账号密码

- ✓ 成功激活之后, 设置密码

Welcome!

Please choose a password - you'll be able to login in future using your email address and this password...

Login Email

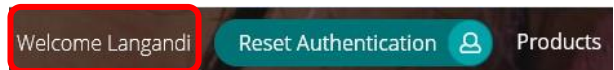
New Password

Confirm Password

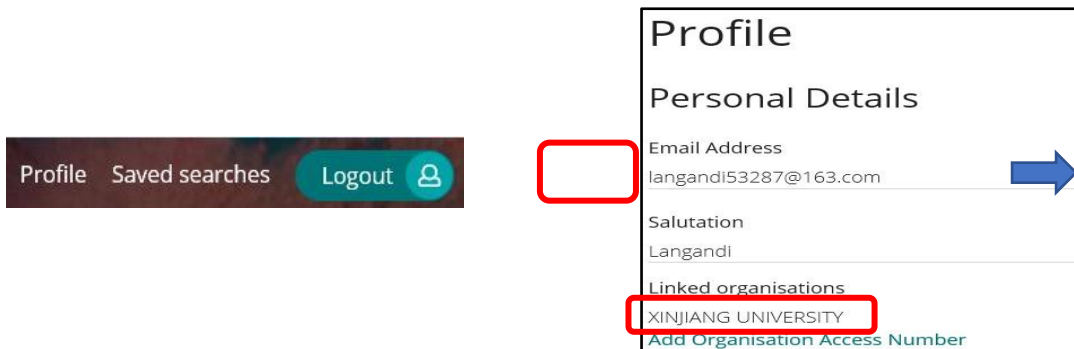
[Continue](#)

## Step 5, 检查个人账号

- ✓ 密码设置后，直接跳转登录状态，显示您的名字

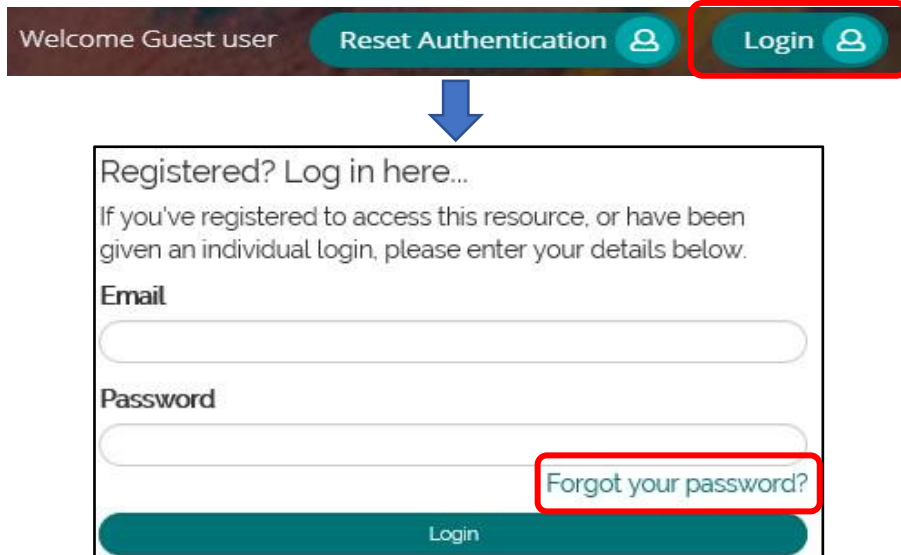


- ✓ 点击 Profile，检查您的个人信息以及授权机构是否准确。

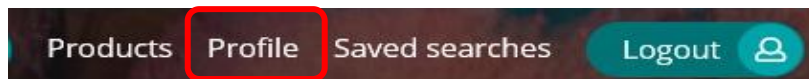


## Step 6, 已有 Emerald 账号的登陆方式


- ✓ 如果您的邮箱之前已经注册过 Emerald 个人账户，第一次登陆新平台，需重置密码。



- ✓ 重置密码后，重新登陆 Emerald 个人账户，进入 Profile，添加机构码 OAN，即可。



联系我们: **QQ:** 2565962796    **Email:** service@emeraldinsight.com.cn



<b>Email Address</b> langandi53287@163.com
<b>Salutation</b> Langandi
<b>Linked organisations</b> XINJIANG UNIVERSITY
<b>Add Organisation Access Number</b>

备注：只要是申请的 OAN 没有过期（期限一年），就可以一直使用远程访问功能。