



Factiva

It is not possible to link directly to articles in this database. If possible, choose another database.

If no other options are available, you may create a link to the periodical in the library catalogue, and make this link available in the syllabus. The student must then find the article by themselves.

Link to a periodical reference in the library catalogue;

- Find the title of the periodical (see first part of "finding your article").
- Mark "Memo list", the reference will now be stored in the Memo list.
- Go to the memo list

Illustrative example:

The screenshot shows the Factiva library interface. On the left is a sidebar with navigation options: Searching, Subject search, Journal search, Memo list (circled in red), E-resources, Self service, Renewals, New patron?, Ordering ILL, Propose new books, Ask the library, CBS Library, and Log off. The main content area is titled 'Brief format' and includes navigation buttons '<< First' and '< Previous'. Below these are details for a periodical: Material: Tekst (Papirform) (Online); Title: Financial Times; Release: 1980-; Keyword: aviser ; Storbritannien ; økonomi ; virksomhedsinformation ;; Internet-link: Factiva; ISSN: 0307-1766; Holdings: Papirudg. opbevares i 2 dage; Holdings: Factiva 1980-; Memo list: (circled in red). A link 'Find similar titles' is at the bottom.

- Click on the title using the right mouse button and select "properties"

The screenshot shows the 'Show memo list' page. The left sidebar is the same as in the previous screenshot, with 'Memo list' selected. The main content area has a title 'Show memo list' and a grey warning box with the following text: 'NB ! The Memo list will be reset when closing down this page.', 'NB ! You can only transfer 49 titles at a time!', 'If you want to save your Memo list it can be sent to your e-mail by activating 'Send'.', 'You can reserve the titles by activating 'Reserve'.', and 'If you want to remove any titles before reservation tick the box 'Delete' and succeedingly'. Below the warning box is a section titled 'Title information' with the text 'Fin Financial Times Papirform Online 1980' circled in red.



- Copy the **full** address (there is more than the visible two lines). This address leads to the periodical reference in the library catalogue.



Problems? [Ask the library.](#)