let your training journey begin

Trainer's top tips: *SAGE Research Methods*

Our Trainers have put together their top tips to help you promote the *SAGE Research Methods* platform, an online database for anyone doing research or learning how to do research. If you want to learn more about this platform, **explore more of our training resources** or **contact us** directly!

Make sure you can access Secure Center to administrate your access

SAGE Research Methods is administrated using **Secure Center,** which sits on a separate website to the main platform. In Secure Center, you can download MARC records, pull usage reports, check your IP ranges, and manage off-campus access. You can also use Secure Center to control whether unavailable content in *SAGE Research Methods* is visible or invisible. For example, if you have not subscribed to a certain selection of content, by default this content will display with padlock icons; you can use Secure Center to make this content invisible when your patrons are browsing the platform or running searches.

You should have received your Secure Center Administrator credentials when your access was confirmed. If you need any assistance accessing Secure Center, please contact our **Online Support team** on onlinesupport@sagepub.co.uk

Check out our Discoverability Checklist

To make *SAGE Research Methods* as discoverable as possible, we index *SAGE Research Methods* content in discovery layers and mainstream search engines, and send regular updates to ERM vendors. We also provide free MARC records, and we encourage librarians to list it in their A-Z and relevant subject listings, to ensure optimal discovery. You can access our full Discoverability Checklist here.

Create a free profile to personalise the platform

By creating a free profile on the *SAGE Research Methods* platform, users can add resources to personal lists, save searches to easily run again in the future, and create customised video clips. Users can create a profile using the link at the top-right of the screen, registering with an email address and password of their own choosing. We recommend all users create a free profile, especially faculty members and librarians who may want to share resource lists with their students.

Use the Browse option to start discovering our content

With thousands of resources available in the complete *SAGE Research Methods* collection, it can take time for users to see how *SAGE Research Methods* can help them. A great place to start introducing this content to your users is by using the **Browse** menu at the top of the screen to filter by **Topic**, **Discipline**, or **Content Type**. This is one of the quickest ways of discovering what the platform contains relevant to your own needs, so we recommend showing this function during training to help people get started in using the platform.

Look out for our unique content and Research Tools

SAGE Research Methods contains unique content types designed to support varied teaching and learning aims. Our **Research Tools** like **Methods Map** and **Project Planner** can help to guide and support your users in their research. You can access user guides and sample assignments on our Librarian Resources and Faculty Resources pages at the bottom of the page from anywhere on the *SAGE Research Methods* platform to find out more. It is worth spending some time familiarising yourself with these resources. It can take some time for users to see how these tools and content can help them, so we recommend demonstrating these resources in training.