The Knowledge Network

Training Materials

www.knowledge.scot.nhs.uk
WELCOME TO THE KNOWLEDGE NETWORK

The Knowledge Network – www.knowledge.scot.nhs.uk – is Scotland’s online knowledge management platform that acts as a gateway to over 12 million learning and information resources. These resources include topics in clinical practice, education, health, care, quality improvement and workforce management. The key aim of the service is to provide an integrated environment to support all NHSScotland staff and partners to find and share knowledge online and to facilitate its effective use & application.

This series of six guide sheets provide you with an overview of The Knowledge Network and how it could help you to keep up to date in your specific field. Online and face to face training sessions are also available in any aspect of The Knowledge Network – these include introductory sessions in using The Knowledge Network as well as more detailed alerting and current awareness raising sessions.

We hope these guides will help you to find, share and use knowledge effectively in order to help support and improve the health of patients, carers and the public.

Should you like to offer feedback on The Knowledge Network or to discuss how to further embed the use of The Knowledge Network in your work, please feel free to get in touch.
Guide 1
Getting Started and Registrations
Welcome to The Knowledge Network

The Knowledge Network is a national online knowledge service that provides access to topics in health, care, education and workforce management. It operates at the cutting edge of knowledge management and allows you to access a wealth of information and learning resources through a single portal.

REGISTERING WITH THE KNOWLEDGE NETWORK

Many of the resources in The Knowledge Network are freely available without the use of a password. However, in order to get the full benefit of the service, you will need to register and obtain an Athens username and password.

You can obtain an account by registering at www.knowledge.scot.nhs.uk/login.aspx or by clicking on Why Register at the top right of The Knowledge Network homepage. By completing the online form, you will be sent an email to confirm your email address and thereafter, you should receive an Athens username and password.
EDITING YOUR PROFILE

When you first login, you will be prompted to Edit your Profile. This allows you to add information about yourself if you wish: your name, contact details, work role and areas of interest.

OVERVIEW OF KEY SERVICES

- **My Resource Space** allows you to save and organise your personal collections of resources and to share them with others via email or tagging.

- You can personalise your homepage panel by selecting your own collection of widgets. Here you can collate your quick links and other services into the one area. The Feeds Library for example, allows you to choose RSS newsfeeds to help you keep up to date in your area of interest.

- The single search box allows you to search evidence, articles and books from a collection of over 12 million learning resources.

- The tabs at the header of the homepage provide quick access to key information resources and services offered by The Knowledge Network.

- The communities tab offers access to services for NHSScotland staff and partners to work and learn together. Users can create their own community websites and collaborative workspaces to share information and learning resources.

- The carousel and welcome widget also provides access to additional services such as training opportunities and access to services.

The Rules & Permissions widget gives you access to Community Rules and Guidance and allows you to determine how much personal information you would like to be made available to other users of The Knowledge Network.
FINDING RESOURCES

The small search box is available on every page of The Knowledge Network and offers:

- Basic and Advanced Searching – selects items from over 12 million learning and information resources, that includes collections of articles, books and journals, guidelines, policy documents, patient, evaluated websites and e-Learning courses.

- Evidence and Guidance search – targeted clinical evidence search.

Should you have an article or book in mind, simply do a targeted search to narrow your search options.

This opens the Library tab, in which other options are available:

- Find a journal using the search function or the A to Z journal finder.

- Search for books by title, author or keyword.

- Search for specific journal articles.

- Bibliographic databases provide access to more detailed options for literature searching, including combining and limiting searches, saving searches and setting up alerts to favourite searches.
VIEWING RESULTS

From search results, click on the title of the journal or article to link through the supplier website.

Filters are present to enable you to narrow the number of results returned and can be limited by:

- Resource categories (articles, books, education and learning, etc).
- Publisher
- Information Sources (databases)
- Year of publication
- Stages of care (treatment, prognosis, aetiology, diagnosis)
- Language
- Patient and Public Information
MY RESOURCE SPACE

You can save your favourite journal articles and web links into My Resource Space using the Save & Share function (ensure that you are logged in). Within My Resource Space, you can manage all your favourite resources and group them together via the tagging function available or to add them to your My Quick Links.

FURTHER INFORMATION AND TRAINING

Further information regarding registration for an Athens account may be obtained from the Athens Administrator on Athens.admin@nes.scot.nhs.uk.

You can also visit the help pages on The Knowledge Network: http://www.knowledge.scot.nhs.uk/helpandtraining/help-and-training.aspx

The Knowledge Services Group also offers introductory orientation modules in order to get you started and familiar with The Knowledge Network. Further information may be obtained from knowledge@nes.scot.nhs.uk.