HSTalks

VIDEO LECTURES & CASE STUDIES

Quick Start Guide
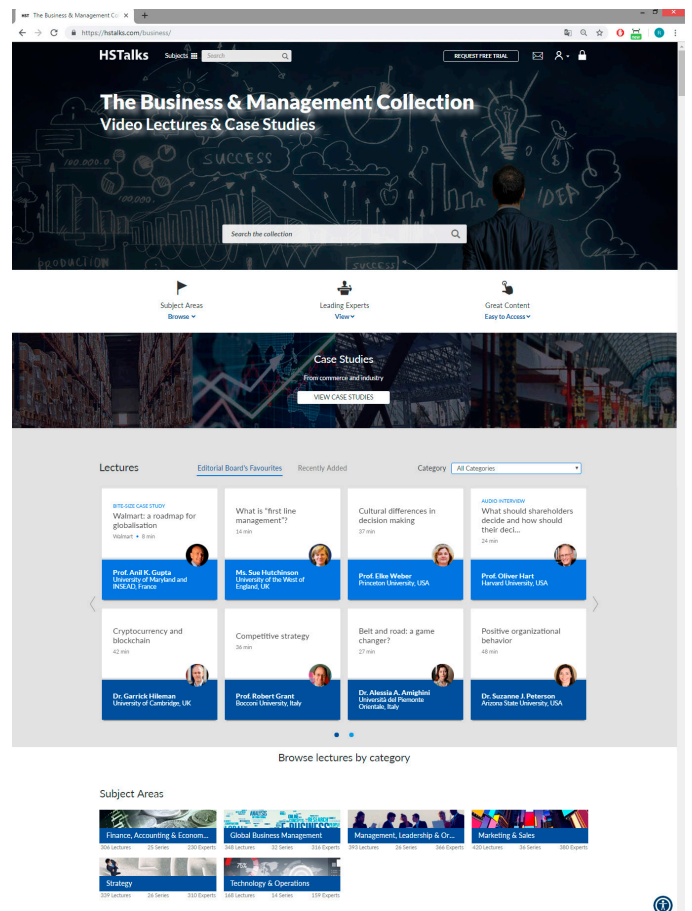
The Business & Management Collection

www.hstalks.com/business

ABOUT THE COLLECTION

The Business & Management Collection (TBMC) contains over 1,100 specially commissioned, multi-media, online lectures and case studies by experts from academia, industry, and commerce. There are over 950 contributing editors, speakers and case study presenters and more than 30,000 informative slides. All content can be embedded in Moodle, Blackboard and other online learning environments.

TBMC supports self-motivated learning, distance learning programs, blended learning courses and flipped classroom education and is accessible onsite and offsite. Lectures and case studies in the collection ensure faculty have access to a wide range of expert material to support and extend existing course modules. No single institution can retain the number and range of leading experts represented in the collection.

New material is added every month and all content is regularly reviewed and updated.
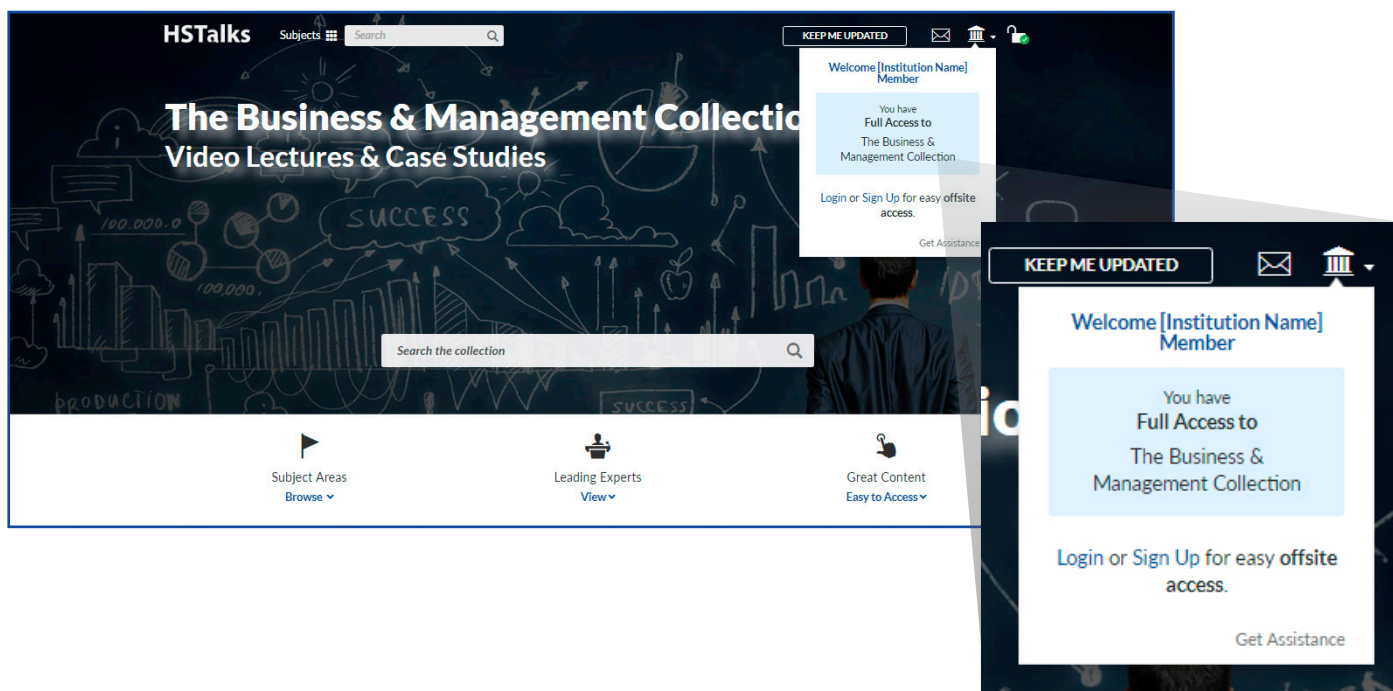
ACCESS
FOR GUESTS

Access is limited, with only the first few minutes of each lecture available for viewing. Apply for a free trial for your institution by clicking the 'REQUEST FREE TRIAL' button at the top right of The Business & Management Collection page, complete the form and one of our account managers will follow up on your request.
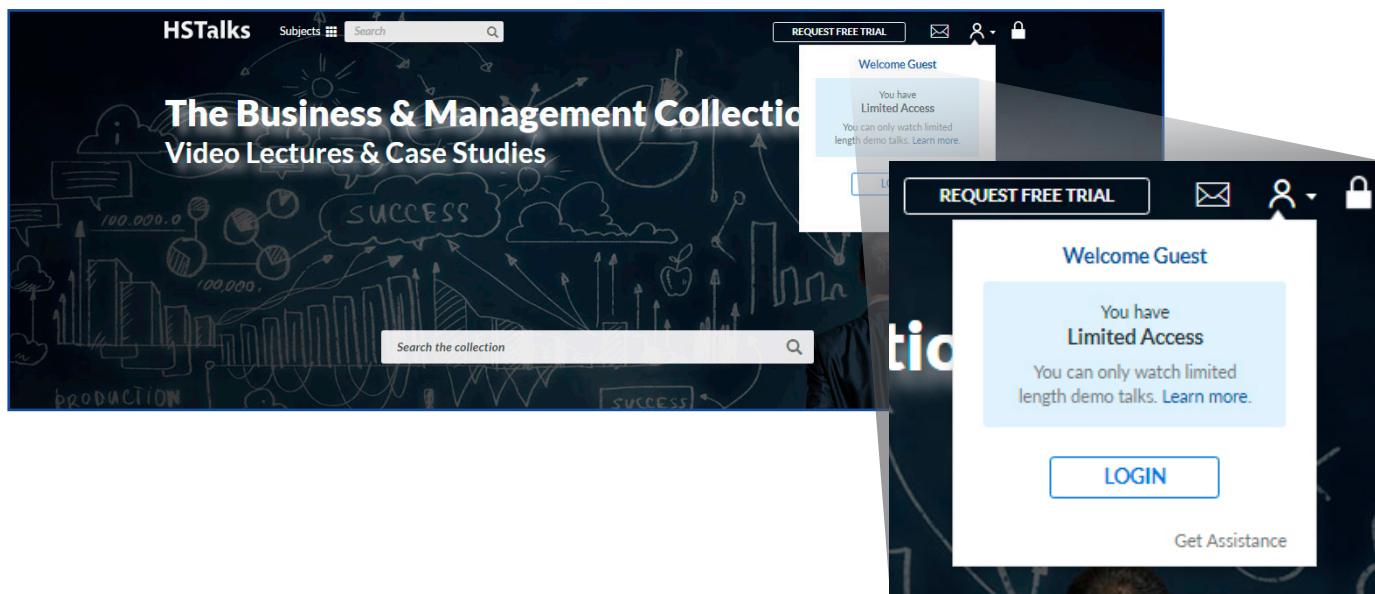
FOR SUBSCRIBERS - ONSITE/CAMPUS

Full access to the collection should be immediate when on campus/onsite by entering www.hstalks.com/business in your browser. If there is any difficulty contact your library or HSTalks at support@hstalks.com

ACCESS
### FOR SUBSCRIBERS – OFFSITE/OFF CAMPUS

There are three options:

1. Connect remotely to your institution's internal network (EZProxy).

2. Sign up for a personal account (A) which can be done when you are authenticated as a member of your institution (B), for example when onsite. First click on the institution icon on top right of any page to reach the sign up link. You can then login with this personal account for easy offsite access (C).

3. Login via your organization using your university login details (D). First click, on the user icon on top right of any page to reach the login button. Please note, if your organization is not listed here, then this option has not been set up and you should use one of the other two offsite access options.
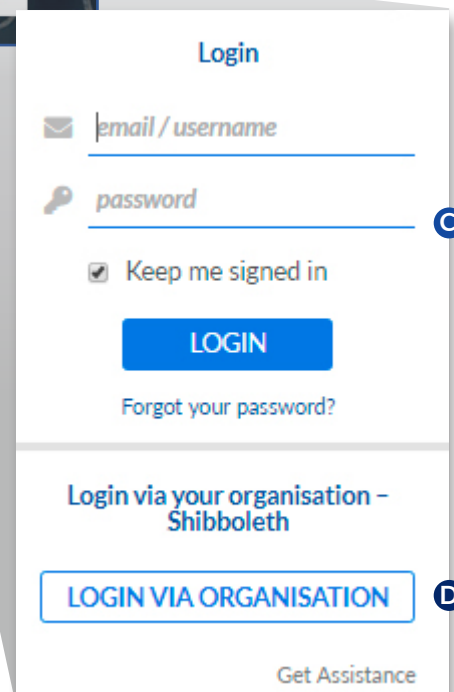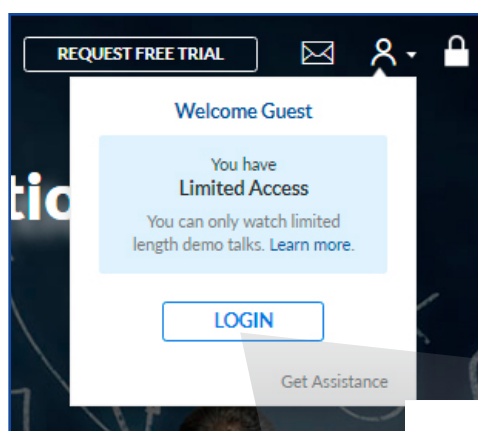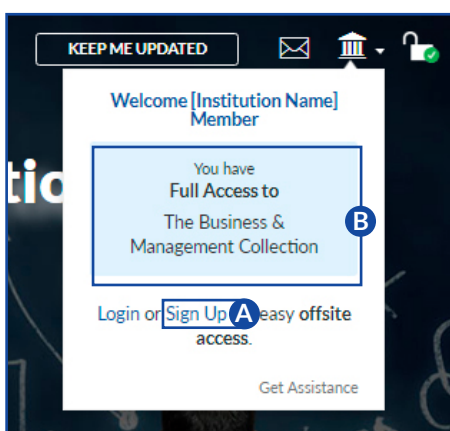
SEARCHING FOR LECTURES AND CASE STUDIES, SERIES, OR EXPERTS

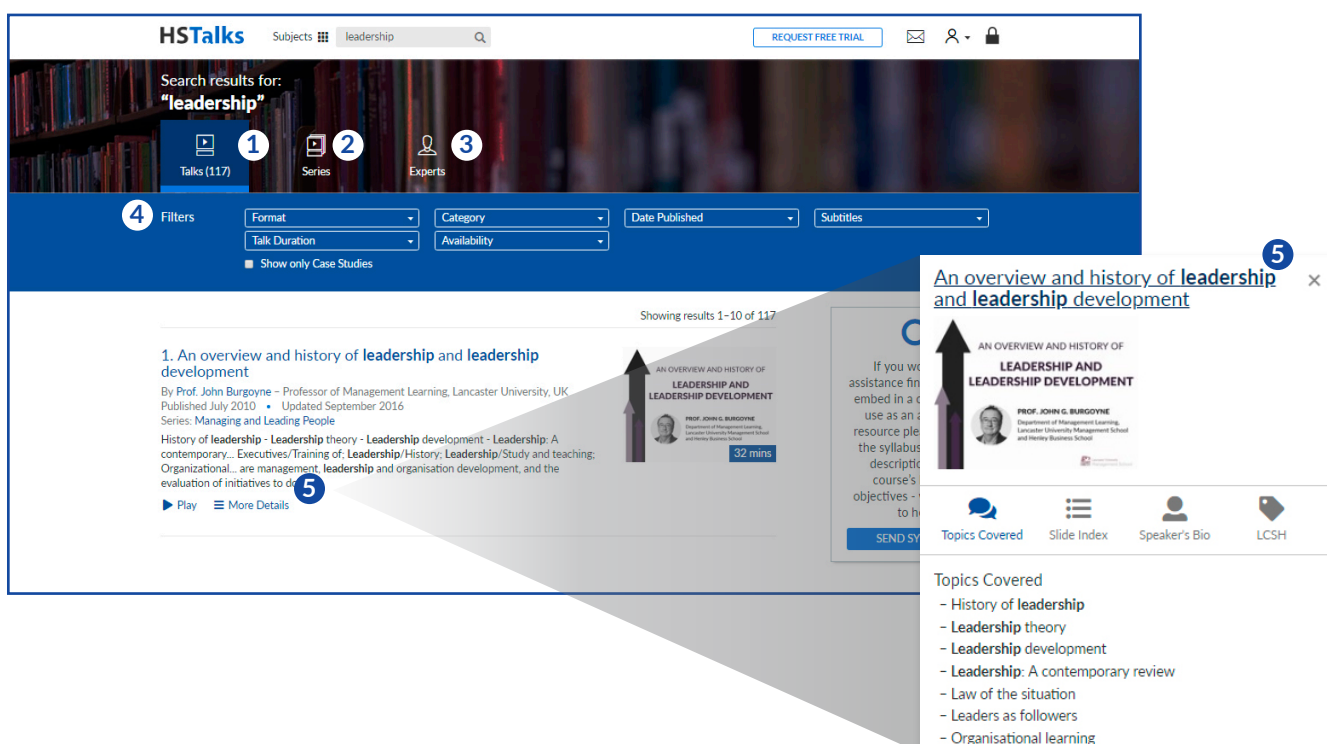Use the search bar on the top left of any page to run a search in the collection.
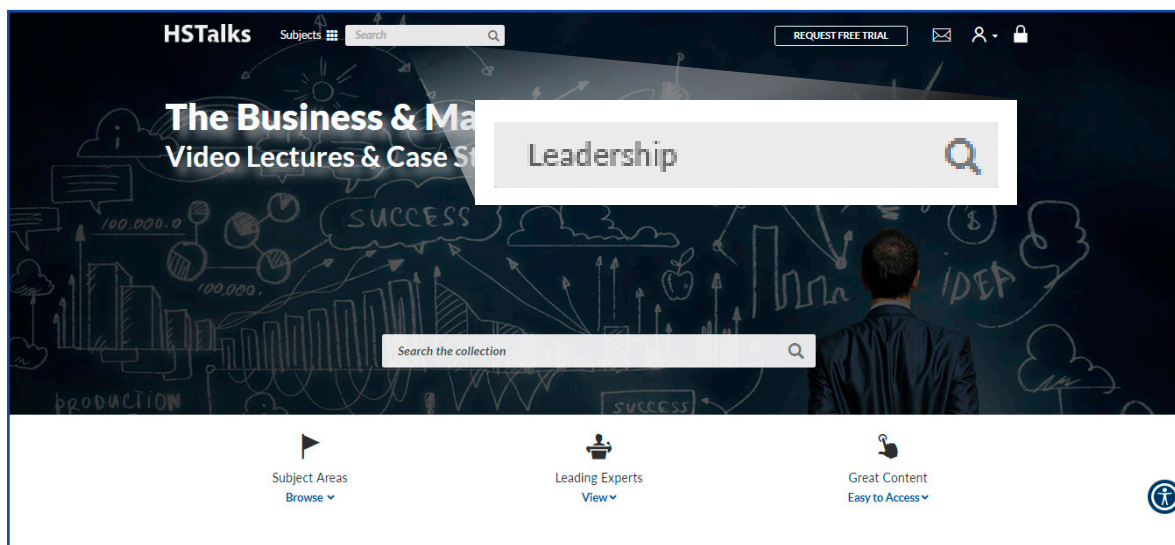
REFINING YOUR SEARCH

The default search result shown are 'Talks' (1). It is also possible to view search results for 'Series' (2) or 'Experts' (3) by clicking the tabs to the right of 'Talks'.

You can use filters to refine your search (4).

For more information (e.g. topics covered, slide index, etc.) on any listed item, click 'More Details (5).

PLAYING A TALK - THREE WAYS

- Click 'Play' (1)

- Click the title (2)

- Click the thumbnail (3)

ACCESSING SUBJECT AREAS

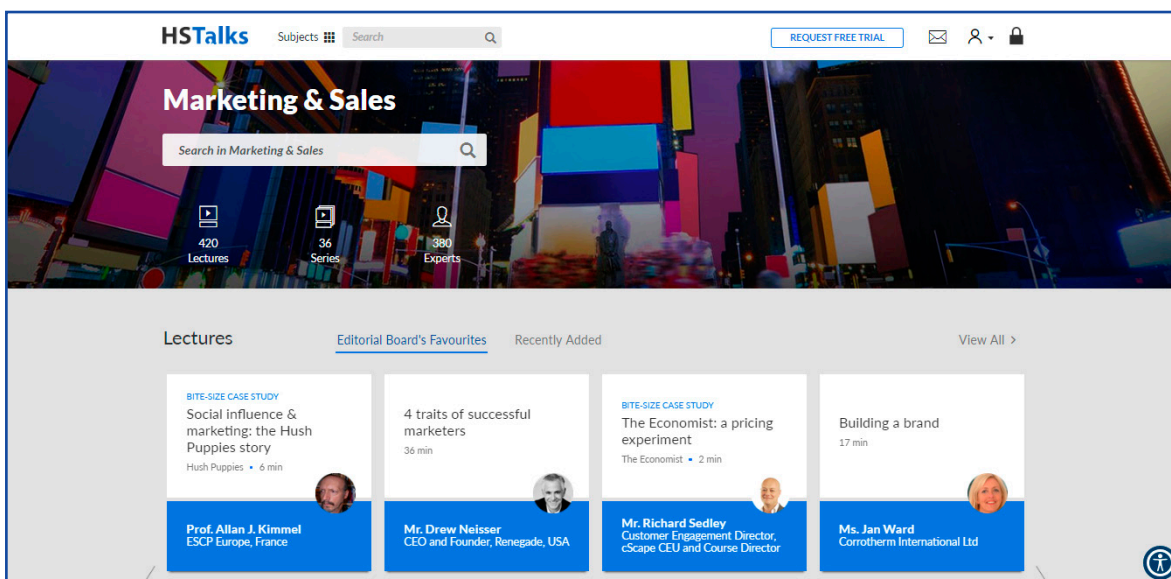- Click 'Subjects' in the top left on any page in the collection.
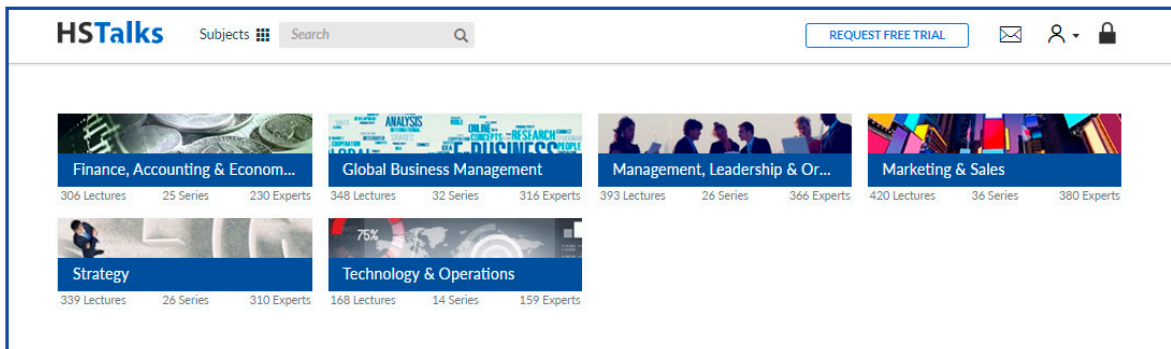
- Select the 'Subject Area' of choice.

- You can now search further in the Subject Area you choose using the search function options.

- For Lectures/Case Studies, Series and Experts choose options at the top of each module or scroll down the page and select from what is presented.

AVAILABLE OPTIONS AND FUNCTIONS WHEN VIEWING A TALK

(1) Open a PDF of the slides in a format suitable for printing and making notes

(2) Jump to a selected slide

(3) View reflective questions on the talk (when available)

(4) View the topics covered in this talk

(5) View internal and external links

(6) View the talk's citation (APA format)

(7) Control the playback speed of the video

(8) Add subtitles (when available)
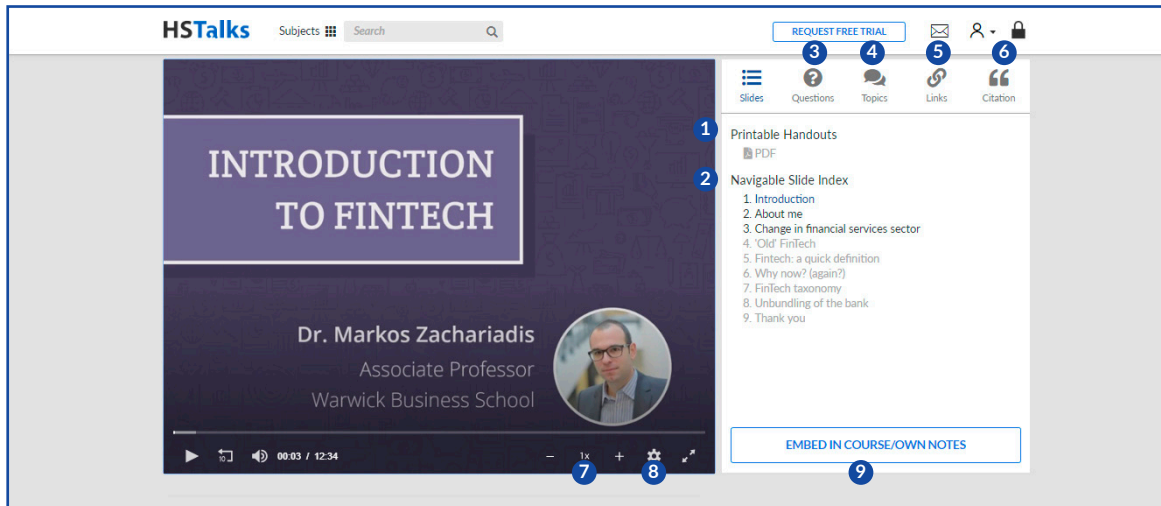
(9) Embed the talk in a virtual learning system (e.g. Moodle, or Blackboard), a PowerPoint presentation, a Word document, or an email. Once you choose to embed you have the following options:
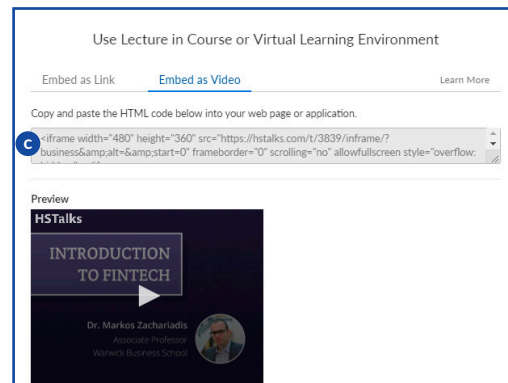
Embed as a link / Thumbnail

(a) Highlight the thumbnail (either manually or by clicking 'select preview') and then use the keyboard to copy & paste it into your application (e.g. virtual learning system).

(b) Drag and drop the thumbnail directly into your application.
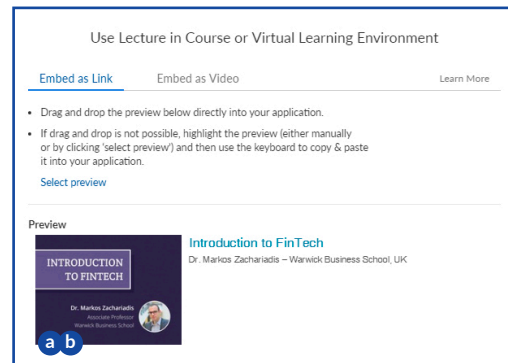
Embed talk as a video

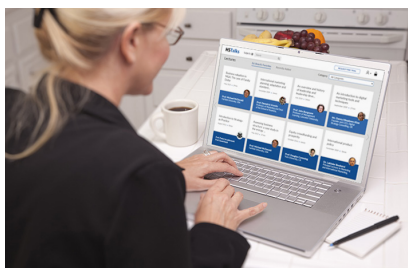(c) Copy and paste the HTML code below into your web page or application.

For more details on how to embed a talk - access our Embed Manual.

WE ARE HERE TO HELP

KEEP ME UPDATED

To receive a monthly update of new talks released select the KEEP ME UPDATED at the bottom left of any page in the collection.

GET SUGGESTIONS FOR CONTENT

Click 'Send Syllabus' in the footer of any page in the collection and send us your syllabus or description of your course's learning objectives and we will suggest which lectures/case studies are suitable.

LIBRARIANS

Click 'General Information' under 'Library Information' in the footer of any page in the collection, to view the services we provide to support librarians.

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