Agreement Overview

Emerald Alumni Toolkit
Emerald

Available to purchase until 31/12/2020

Help your alumni improve their performance and fast-track their career with an Emerald Alumni Toolkit subscription. This award-winning support tool is trusted by over 1 million leaders and managers. Developed and curated by a team of highly experienced researchers, editors and learning professionals, every resource is designed to make a positive impact on performance. With a varied range of content you'll find everything from in-depth articles and practical guides to infographics, 'talking head' video interviews and animations.

Key Facts

This Agreement is subject to contract.

Benefits

Discount from direct purchase

Important dates

Agreement start: 1 January 2019

Agreement end: 31 December 2020

Subsequent invoice: 1 October

Licence type

Site licence for Alumni only

Agreement Period

Start date: 1 January 2019

End date: 31 December 2020

Commitment Period

This agreement is of two years with sites committed until 31st December 2020 unless they opt out by giving notice on or before **1 October 2019**.

Trials

A 30 day free trial is available. Please contact **Chest Help** with contact details and IP range.

Eligible Institutions

Higher and Further Education and Research Councils in the United Kingdom, and to Universities and Colleges of Further Education in the Republic of Ireland.

Other organisations aligned with Eduserv's charitable objectives of supporting education, research bodies and the public sector may ask to participate in the Agreement. Eduserv will liaise with the Supplier about any such requests.

Background Information

An addition to the popular Emerald agreements designed specifically for Alumni.

Product Information

Supplier Details

Emerald Publishing Ltd, registered in England and Wales (company number 3080506), Howard House, Wagon Lane, Bingley, West Yorkshire, BD16 1WA.

Product Description

Extending the reach of knowledge to the real world

The way people learn is evolving. Traditional training isn't enough. We all need performance support. The Emerald Alumni toolkit provides on-demand, flexible performance support to help your alumni meet challenges, develop and grow.

The Emerald Alumni Toolkit is an award-winning performance support tool which has been created for alumni so they can gain access to the best source of on-demand content to help them get their job done more effectively.

The Toolkit provides engaging and interactive resources in a number of formats to improve performance, sharpen skills and provide support and advice on the business and personal challenges your alumni will encounter every day. Content includes:

- Animations
- Audio
- Case studies
- Exercises
- How-to guides
- Infographics
- Key idea briefings
- Self-assessment
- Surveys
- Video

For the subjects covered by the Emerald Alumni Toolkit see **Subjects tab**.

Access and Identity Management Solution

Solution	Availability
OpenAthens	Yes
Shibboleth	Yes
IP address range	Yes
Username / Password	No
EZProxy	Yes
Referring URL	No

Technical Function Specification

The supplier confirms that throughout the term of the agreement the products will comply with the standards indicated.

Technical Function	Standard>	Compliance
Full Text Linking	**OpenURL**	Yes
Federated Searching	**Z39.50 protocol**	No
	Search & retrieve **SRW/SRU**	No
Harvesting	Metadata **OAI-PMH**	No
	Web feeds **RSS/Atom**	No
	Dublin Core	Yes
Metadata Standards	**MARC**	Yes
	PRISM	No
Embargo Periods		N/A
Digital Preservation	**Lockss**	Yes
	Clockss	No
	Portico	Yes
Usage Statistics	**COUNTER**	Yes
	SUSHI	Yes
Accessibility	**Web Content Accessibility Guidelines**	Yes, Emerald aims to make all public Web pages meet level AA, and will aspire to meet level AAA where possible within resource constraints.
Personalisation features		Yes*
Service Levels		No

* Once a user has registered on 'My Profile' they can create a range of customised features, including: RSS Feeds; Saved Search Alerts, ToC Alerts and Weekly Digests of subscribed or all journals; create Marked Lists; and subscribe to Emerald Newsletters. There are a range of communities for different end-users (authors, librarians, researchers, teachers) which offer interactive participation.

Updates

Content is added on an ad-hoc basis as and when it become available at no additional cost.

Alterations/Additions

All new functionality of the Emerald platform is included for all products at no additional cost.

Subjects

Subjects covered by the Emerald Alumni Toolkit

Personal skills and development

Career Management

Commercial Awareness

Communication Skills

Confidence

Creativity Skills and Techniques

Credibility and Professionalism

Decision-Making

Emotional Intelligence

Feedback

Handling Information and Data

Negotiation and Influencing

Networking and Relationship-Building

Planning

Presentation Skills

Problem-Solving

Resilience

Self-Awareness

Self-Development

Self-Motivation

Time Management

Wellbeing

Services, projects and operations

Business Continuity Management

Continuous Improvement

Customer Service

Financial Management

Health and Safety

Project Management

Managing people and teams

Coaching and Mentoring

Collaborative Working

Conflict Management

Delegation and Empowerment

Developing Team Members

Dismissal

Managing Different Generations

Managing Different Individuals

Meetings

Motivation

Performance Management

Recruitment and Selection

Redundancy

Stress Management

Team Management

Leadership and strategy

Change Management

Employee Engagement

HR For Leaders

Innovation

Internal Communication

Knowledge Management

Leadership

Partnership Working
Scenario Planning
Social Responsibility
Strategy
Succession Planning
Talent Management
Work-Life Balance

Service and Support

Trials

A 30 day free trial is available. Please contact **Chest Help** with contact details and IP range.

Login information

www.emeraldinsight.com

Technical Support

Support will be provided via a single contact or his/her deputy at each Institution. Contact details:

- email: **support@emeraldinsight.com**
- phone: 01274 785 278
- fax: 01274 785 204

Product Documentation

Comprehensive help files are included in the Online service

- **Guides for Librarians**
- **Quick Guides for end users**

Copying of hardcopy and electronic documentation is permitted for staff and registered students and other permitted users except Alumni. Registered users are able to make up to make up to 25 copies of the resources.

Alumni specifically:

Where additional access has been subscribed to for Alumni (who have access to subscribing library's facilities) they may copy parts of both hardcopy and electronic for personal use only and may not distribute it without requesting permission through either Rightslink or emailing **permissions@emeraldinsight.com**.

Training and Training Materials

Making copies of training materials for teaching purposes is permitted.

Terms and Conditions

The Chest Order, together with the Licence Terms and Conditions, and any exceptions listed below, create a legally binding contract between your institution, organisation or company and the Licensor. Therefore please read the terms and conditions carefully and only submit a Chest Order if its terms and conditions are acceptable to your institution, organisation or company and you have the authority to make the financial commitment shown.

Licence

This Site licence is subject to the terms and conditions for the **Standard Chest Licence for Online Resources** with the exceptions listed below.

What are institutions and library services allowed to do?

Keep a local cached copy for Educational Purposes	Yes
Incorporation of parts of the Licensed Material	Yes
Deposit learning and teaching objects in repositories	Yes
Interlibrary loan	Yes

Who can use the resource?

User	On site	Remote access
Students	No	No
Staff	Yes	Yes
Walk-in users	No	No
Alumni members	Yes	Yes

What can authorised users do?

The resources can be used for Educational Purposes – defined as:

- education
- teaching
- distance learning
- private study
- academic research
- administration and management of the Licensee's educational or research operations

Exclusions:

- Downloading of large amounts of material by authorised users that might be considered 'systematic'.

Payment Terms

On receipt of a completed Order, Institutions will be invoiced for the Agreement year in which the Licence is signed.

There is/is no no monthly pro-rata charging for Institutions which become licensed partway through a licence year.

All Purchase orders must be made out to **JISC, One Castlepark, Tower Hill, Bristol, BS2 0JA**.

Please send purchase orders and any other files relating to your Chest order by email to **help@chest.ac.uk** or by mail to **Chest (a Jisc Enterprise), 4 Portwall Lane, Bristol, BS1 6NB**

Payments are due within thirty days of invoice date; recipients of late payments are entitled to interest in accordance with **UK statutory provisions**.

Termination Clauses

The Fee for early termination in accordance with clause 10.4 of the Terms and Conditions for the Standard Chest Licence for Online Resources is **nil**.

The Fee for retention rights upon termination in accordance with clause 10.5 of the Terms and Conditions for the Standard Chest Licence for Online Resources is **nil**.

Opt out rights and notice period

Subject to notice being given on or before 1 October 2019 the licensee may opt out of the agreement.

The effective termination date will be the following 31st December

It is the intention of Chest and Emerald to renew this Agreement. If the Agreement is renewed or extended, then new conditions may apply. If the Agreement is not renewed, then any extension is a matter between institutions and Emerald.

Personal Licences

Personal licences are not> available under this Agreement.

Exceptions to the Terms and Conditions

Clause 10.4 of the Terms and Conditions for the Standard Chest Licence for Online Resources is amended so that "ninety" rather than "sixty" days' prior written notice of termination must be submitted.

Products and Pricing

Alumni Toolkit

Year	Price £
2019	6,250
2020	6,250