

Brookes Virtual Learning Guide to Business and Economics Databases

A great variety of Business and Economics information is available via the internet from databases for which the Library pays subscriptions and which are available to you only as Brookes students. It is important that you really appreciate the type of information available, how to access the databases (which can be done all over the world with your student number and password) and how to use them correctly to obtain the information you need.

To help you to do this we have written a virtual course. You can self-register to use it and it is self-assessed, so no one will be monitoring your progress or performance! Because it is a secure site we can keep connection and password details for databases on it, so it is a good idea to keep registered during your whole time at Brookes. To self register:

Select **Brookes Virtual** from the Computer Services Web Gateway

The direct link is: <http://www.brookes.ac.uk/bv-gateway>

Click on the [Self-Registration courses](#) link:

The screenshot shows the Brookes Virtual Gateway website. At the top left is the Oxford Brookes University logo. A search bar is at the top right. A navigation menu includes Home, Studying at Brookes, International, About Brookes, Research, Business and employers, Alumni, and Students and staff. The main heading is 'Brookes Virtual Gateway' with the tagline 'Your Personal Learning Environment'. Below this, there is a paragraph of text and a link to 'Self-Registration courses'. A callout box points to this link with the text: 'First go to your PIP page to Self- Register'. On the left side, there is a 'Brookes Virtual' menu with links for Help, Media Workshop, and eLearning@Brookes. Another callout box points to the 'eLearning@Brookes' link with the text: 'Then come back here and click on this link to enter Virtual Learning.' The main content area features five tiles: VLE, Wiki, Electronic Library, PIP, and Webmail. On the right, there is a 'System Status' section indicating that systems are operating normally and providing information about downtime and WebCT CE4 users.

You will then need to log-in to your Brookes PIP with your student number and portal password.

Personal Information Portal [PIP Home](#)

You will need to log in to your Brookes PIP to access this information

Please login with your Brookes username and portal password

Enter your staff, student or applicant number:

Enter your portal password:

You are given a list of courses which allow self-registration. 'A Guide to Business and Economic Databases' is at the top, so click on **Register**.

Self Registration

Below is a list of Brookes Virtual courses which allow self-registration as a student. If your course is *not* listed then it is not a self-registration course.

Once you have self-registered you may de-register at any time but please be aware that this will delete any work that you have done on this Brookes Virtual course.

Brookes Virtual courses for which you may self-register, in course title order :-

Brookes Virtual Course Title	Leader	Your status	Change your status
A Guide to Business and Economics Databases	Mr Neil Vaughan	In preclusive role	N/A
Academic English for Postgraduate International Students	Mr Garrv Maguire	Not registered	<input type="button" value="Register"/>
Academic English for Undergraduate International Students	Ms Fiona Gilbert	Not registered	<input type="button" value="Register"/>
Architecture Guest Lecture Library	Mr Rob Woodward	Not registered	<input type="button" value="Register"/>
BEng and MEng Field Administration	Mr Douglas Higgison	Not registered	<input type="button" value="Register"/>
BSc Field Administration - Motorsport Technology and Computer Aided Mechanical Engineering	Mr Daniel Bell	Not registered	<input type="button" value="Register"/>
Digital Architecture	Mr Toby Shew	Not registered	<input type="button" value="Register"/>
Dissertation Module	Dr Helen Avevard	Not registered	<input type="button" value="Register"/>

Click on the **Register** button which is normally here.

Confirm the change on the next screen by clicking the **Register** button at the bottom left of the page:

Personal Information Portal [PIP Home](#) / [Site Map](#) / [Help](#)

Staff News Staff Guides

My PIP Mentoring Scheme / OCSLD My Settings My Personal Details Staff Search Room Booking

Telephone Directory Library Electronic Resources UMP Handbook Course Handbook **Brookes Virtual** Intranet

Self Registration

Confirm

Brookes Virtual Course Title: A Guide to Business and Economics Databases
 Leader: [Mr Neil Vaughan](#)
 Your current status: Not registered

You are about to **register** as a student on this course. Please click on the **Register** button below to confirm.

If you need help with this page, please contact the [Media Workshop](#).

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Click here.

...and the confirmation is given:

The screenshot shows the 'Personal Information Portal' with a navigation menu at the top. The main content area is titled 'Self Registration' and includes a 'Done' status. It confirms registration for the course 'A Guide to Business and Economics Databases'. A callout bubble points to the 'Go to the Brookes Virtual Gateway' button with the text 'Click here.' Other buttons include 'Return to self-registration course list' and 'Go to the Brookes Virtual Gateway'. A footer contains the Oxford Brookes University logo and copyright information for 2007.

Once this is done, select the option: **Go to the Brookes Virtual Gateway.**

At the Brookes Virtual Gateway, select the VLE option shown in the first screenshot and enter your student number and portal password. You will have to enable Pop-ups and confirm that you trust the site!

The screenshot shows the 'Brookes Virtual' gateway page. It features a 'Log In' form with fields for 'User name' and 'Password', and an 'OK' button. To the right, there are sections for 'Browser Check', 'Pop-up Blockers', and 'Java Security Certificate'. The 'Course List' section is visible at the bottom left, with a 'View Course List' button.

You will see 'A guide to business and economic databases' listed under the **Course List** heading. Click on the title to start using the course.

Updated April 2009