

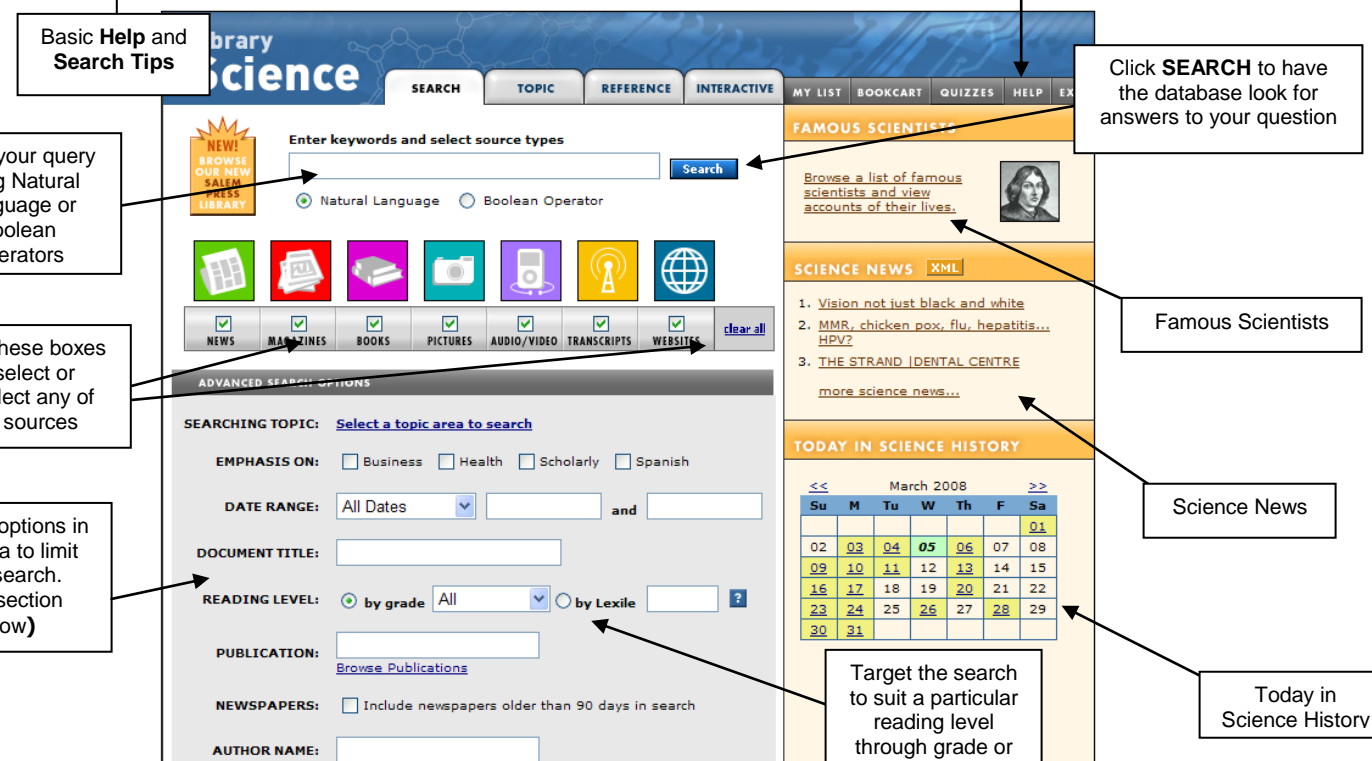
What is eLibrary® Science?

eLibrary Science is a simple yet powerful online database that allows users to quickly answer research questions using its vast collection of publications. eLibrary Science focuses on providing the scientific researcher with recognized national and international resources including: full-text Magazines, Journals, Reference Books and Encyclopedias, TV & Radio Transcripts, Pictures and Audio/Video sources. It will allow you to search by **Natural Language** or by **Boolean**, and offers **100% Full-Text and Lexiled Articles**.

Learning how to use eLibrary Science Sit in front of the computer. Use this worksheet to familiarize yourself with eLibrary Science's functions and how it searches.

1. The Basics ...

When you first log on, you will see the main search window. Take some time to familiarize yourself with the various features.

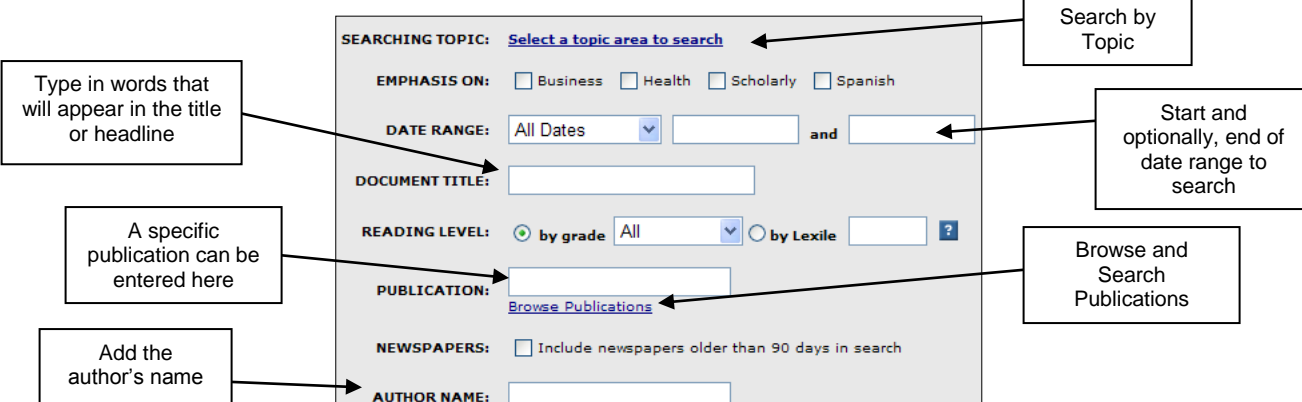


The screenshot shows the main search window of eLibrary Science. Callout boxes provide the following information:

- Basic Help and Search Tips:** Located in the top left corner.
- Enter your query using Natural Language or Boolean Operators:** Points to the search input field and the radio buttons for "Natural Language" and "Boolean Operator".
- Click these boxes to select or unselect any of the sources:** Points to the source selection icons: NEWS, MAGAZINES, BOOKS, PICTURES, AUDIO/VIDEO, TRANSCRIPTS, WEBSITES, and a "clear all" button.
- Use the options in this area to limit your search. (See section below):** Points to the "ADVANCED SEARCH OPTIONS" section.
- Click SEARCH to have the database look for answers to your question:** Points to the "Search" button.
- Famous Scientists:** Points to the "FAMOUS SCIENTISTS" section, which includes a link to "Browse a list of famous scientists and view accounts of their lives." and a small portrait of a scientist.
- Science News:** Points to the "SCIENCE NEWS" section, which lists three news items: "Vision not just black and white", "MMR, chicken pox, flu, hepatitis... HPV?", and "THE STRAND DENTAL CENTRE".
- Today in Science History:** Points to the "TODAY IN SCIENCE HISTORY" section, which features a calendar for March 2008.
- Target the search to suit a particular reading level through grade or lexile score:** Points to the "READING LEVEL" section, which has options for "by grade" (set to "All") and "by Lexile".

2. Search Options

The second half of the search window provides Advanced search options that let you limit or refine your search. You don't need to complete all the fields at one time. You can use some, none or all fields to generate more focused results.



The close-up screenshot of the "ADVANCED SEARCH OPTIONS" section includes the following callouts:

- SEARCHING TOPIC:** A dropdown menu with the option "Select a topic area to search".
- EMPHASIS ON:** Checkboxes for Business, Health, Scholarly, and Spanish.
- DATE RANGE:** A dropdown menu set to "All Dates" and two input fields for start and end dates.
- DOCUMENT TITLE:** An input field for entering specific words from titles or headlines.
- READING LEVEL:** Radio buttons for "by grade" (set to "All") and "by Lexile".
- PUBLICATION:** An input field for a specific publication name, with a "Browse Publications" link below it.
- NEWSPAPERS:** A checkbox for "Include newspapers older than 90 days in search".
- AUTHOR NAME:** An input field for adding the author's name.

Step 1: Type your question (or keywords) in the main search window and click search

You can enter in a few key words (**Technology, Globalization**) or you can type in a complete question (**How has technology effected globalization?**). In the beginning, you might find that you get better results if you express the search in the form of a question.

Example:

How it Searches: The search engine will only look for key words in the body of the article and look for them in the order they are typed. It will **NOT** search the title of the article. To search the title field of an article, also include your terms in the title search box.

Things to Remember: The Natural Language search ignores words like “THE”, “AND”, “OR”, “WHO”, “WHEN”, “TO”, “BE”, etc. It also ignores commas, colons, and semi-colons but will look for plurals, such as gem, gems, or doctor and doctors.

Step 2: Review The Results

When the search is complete, you will be provided with a list of sources that pertain to your query.

Check out the features on this page (reference the numbers below):

- 1) This image indicates the source type (i.e. magazine or newspaper), etc.
- 2) By default all results will be sorted by relevancy with higher numbers at the top. Relevancy is determined by the number of occurrences of your search words and the order in which they appear relative to your question. You can change how your results are sorted either by using the “**Sort by**” dropdown box OR click on the ‘**publication**’ icon.
- 3) Underneath each icon a number will be listed. This indicates the number of results retrieved for that specific source type.
- 4) The “My List” Feature enables you to add documents to your list from the results screen or from the document itself.
- 5) This area shows you the total number of search results retrieved. By default you will always see the best 250 results. If you wish to view further results, click on refine search to change your search restrictions.

Step 3: Read the Document

To see the full text (or picture) of any of the sources found, click on the highlighted, underlined title from the results page to get to the following screen:

The screenshot displays the ProQuest eLibrary Science interface. At the top, there is a navigation bar with buttons for SEARCH, TOPIC, REFERENCE, INTERACTIVE, MY LIST, BOOKCART, QUIZZES, HELP, and EXIT. Below this is a sub-navigation bar with buttons for return to search results, to best part, printer friendly version, citation, email, and add to my list. The main content area shows the title "Embracing sustainability science: The challenges for Africa" by Obasi, Godwin O P, dated 05-01-2002. Below the title is a preview of the document's text. A callout box points to the "to best part" button, stating "Go the greatest concentration of your search words". Another callout box points to the "citation" button, stating "Click to obtain a citation for a works cited page". A third callout box points to the "email" button, stating "Allows you to send the document to an email account". A fourth callout box points to the "add to my list" button, stating "Add document to your list. This will allow you to store articles as you research. You may then print or email the list before you log off." A fifth callout box points to a small icon in the top right corner of the document preview, stating "Clicking on this icon, will take you to the bottom of the document, giving you information about the document you are viewing. You will also find two additional lateral search options for most documents." A sixth callout box points to the "return to search results" button, stating "Takes you back to the list of documents found". A seventh callout box points to the "printer friendly version" button, stating "Print the document".

Additional Options

1. To download or save documents, simply follow your computer browser's "save as" options.
2. Click the **Print** or **Email** button. Or you may wish to add the document to the "My List".
3. When you are in "My List", you may print, save or email all of your documents at once.
4. To look up a word in a dictionary, thesaurus or encyclopedia simply highlight the word and click on reference desk.