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News Banking



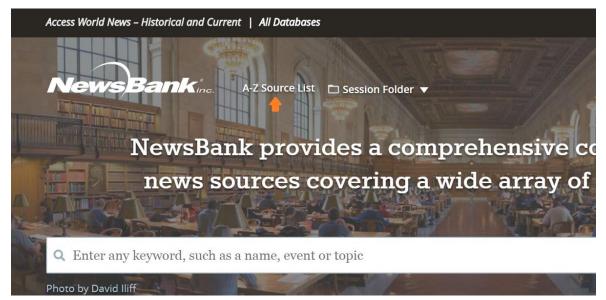
About the Content

A-Z Source List

You can use the A-Z Source List link to find a list of all sources (publications) in the database. Also, from the A-Z Source List, you can restrict your search(es) to particular source(s) or browse a particular source.

To browse the list of sources:

1. Click the A-Z Source List link, to the right of the NewsBank, inc. logo.



- 2. The A-Z Source List page includes several features:
 - a. The total number of sources in the database
 - b. The ability to search the list by name of source, source location, source type, format or language
 - c. The ability to sort the source list by a number of variables such as source location, date range of coverage, source type, etc.
 - d. The ability to select one or more sources for searching, using check boxes
 - e. The ability to browse into a source by clicking the source name



NewsBank Inc. New Search A-Z Source List D Session Folder V St				Share Feedback 🗐		
A-Z Source List 1 - 20 of 8,948 Sources	Enter S	Source Name,	Location, Type, Format, o	r Language	+	
Source Name	\$	Dates 💲	Location 🛛 🖕 🗘	Туре 💲	Format 🗘	Language 💲
100 Mile House Free Press (British Columbia, Canada)		2004 - Current	Canada - 100 Mile House	Newspaper	Text	English
24 Hours (Toronto, Ontario, Canada)		200 <mark>4</mark> - 2017	Canada - Toronto	Newspaper	Text	English
24 Hours (Vancouver, British Columbia)		2010 - 2017	Canada - Vancouver	Newspaper	Text	English
24X7 News Bahrain		2012 - Current	Bahrain	Web-Only Source	Text	English

Note: You can also restrict a search to one or more sources on the results list using postsearch Limiters.

Article Formats

Your NewsBank database may contain sources presented in various formats. Some articles are presented as ASCII text, while others may be presented as images. In some cases, a source may be presented in both its ASCII text and image formats. Your database may also contain audio and/or video files.

• ASCII Text

2 proposals in could expand public lands, habitat in Texas

April 24, 2018 | Associated Press State Wire: Texas (TX) Author: SHANNON TOMPKINS Houston Chronicle | Section: Sports, News 1372 Words | Readability: Lexile: 1600, grade level(s): >12

 ${
m HOUSTON}$ (AP) — A pair of land transactions in opposite corners of Texas promise to expand the amount of public lands and public hunting, along with fishing and other outdoor recreation opportunities in the state.

• Image

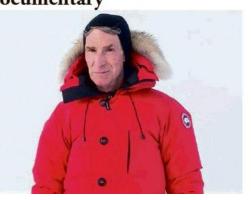
Bank

reality by GEORGE DICKIE Bill Nye takes on anti-scientific thought in new 'POV' documentary

If you want to set Bill Nye off, just mention a certain archaic though inexplicably persistent science myth to his face.

"I don't get this Flat Earth thing," he says. "It's just weird. Plus, understand the reason you have all the clothes you're wearing and the food you eat is because of global commerce, which is enabled by people who understood how to drive around a sphere on the ocean. For crying out loud, the Earth is not flat! What's wrong with you guys?"

For five seasons in the mid-1990s, Nye was the cheerleader for science education for the nation's youth as the host of his PBS series "Bill Nye the Science Guy" and again on his current Netflix series "Bill Nye Saves the World." And now he's on a mission of even greater importance to stop the spread of out crientific thought



Article Metadata

Each item in the database has citation information, also known as metadata, associated with it. Understanding these elements is important if you need to cite an article or search within one of the elements. Some metadata information is displayed on the results list; more may be displayed in the article itself.

Key metadata elements may include:

- Headline The title of the article or document
- Source The name of the publication in which the article appeared
- Date The date on which the article was published
- Lexile/Readability The grade-level at which the article is written and a Lexile score, which is an educational reading-level measurement
- Source Type The kind of source from which the article comes. Examples: newspaper, magazine, blog, transcript, video, audio, web-only source, college newspaper
- Author The name of the person who wrote the article
- Standard Title The over-arching name by which a newspaper is called throughout its dates of publication, regardless of variations in the name that might have appeared in print at any given time

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• Title as Published - The name of the newspaper exactly as it appeared in print at any given time

Source Types

Your NewsBank database may contain content from a variety of source types.

Source Types may include:

Audio
B logs
☆ College / University Newspapers
Journals
Magazines
Newsletters
Newspapers
Vewswires
Transcripts
▶ Videos
Web-Only Sources

Note: You can limit search results to one or more source types by using post-search Limiters.

Lexile Reading Scores

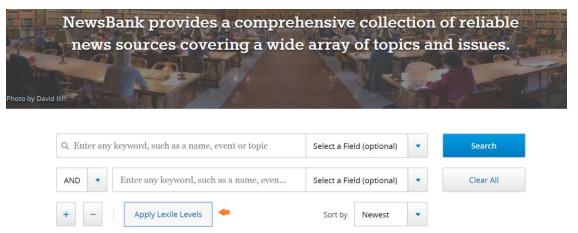
A Lexile reading score represents a text's readability (or difficulty). The higher the Lexile, the more difficult the text. Lexile scores help match an individual's reading ability to the reading level of text.

Searching for content in specific Lexile range:

1. Go to <u>Advanced Search</u>.



- 2. Use the search form to construct your search using keywords, etc.
- 3. Below the search form, click the button Apply Lexile Levels



4. In the pop-up window, use the check boxes to select one or more Lexile levels. Click Apply.

Select Lexile (Readability) Levels (1-12 of 12)	×
Show 2 Selected Apply 🔶	
Lexile (Readability) Levels	Articles
200-400L (Grade 1)	1,955,409
300-500L (Grade 2)	4,066,669
500-700L (Grade 3)	15,259,986
□ 650-850L (Grade 4)	27,721,582
750-950L (Grade 5)	43,752,918
➡ 🗹 850-1050L (Grade 6)	70,266,928
	56,816,667
n 1000-1100L (Grade 8)	56,524,538
1050-1150L (Grade 9)	67,803,673

Note: You can also limit search results to one or more Lexile ranges by using post-search Limiters.



Featured Current-Events Content

NewsBank gathers and features content related to current global issues, events and people. Through <u>Daily Headlines</u>, <u>Special Reports</u> and <u>Hot Topics</u>, you can research a variety of subjects.

Understanding Optical Character Recognition (OCR)

Some pages in the database may have been digitized from microfilm. Each page is produced in a manner that provides the highest quality possible image from the microfilm. This includes de-skewing and cropping every page image.

After digitization, newspaper pages are passed through OCR (Optical Character Recognition) to make each page searchable. Newspapers are among the most difficult type of content to digitize because of the wide variety of constantly changing type faces, font sizes, ink quality, article format and more. The older the newspaper, the more challenging this process becomes.

OCR works by recognizing shapes on a white background and by matching those shapes with known letter shapes that are stored in the computer's memory. In some cases, especially in the case of old newspapers, the letters "bleed" into each other, making the shapes unrecognizable or mistakenly interpreted as other letters by the OCR software. Any problems on the page, such as inkblots, speckles, poor type quality, fading, folds, wrinkles, tears or discoloration of the original paper page, can interfere with the OCR process. When the software cannot recognize or misinterprets some of the letter shapes on the page, this can result in false hits for the researcher and mistakes in keyword highlighting in the results sets.

A few of the most commonly misinterpreted characters are a, o, e, r, i, and n. Researchers can often minimize the problems caused by these misinterpreted characters in OCR databases by using wildcard searches. Wildcard searches enable users to allow for unlikely variations in spelling that might be caused by the OCR process. A single-character wildcard is a question mark (?) and a multi-character (allow for up to 5 characters) wildcard is an asterisk (*).



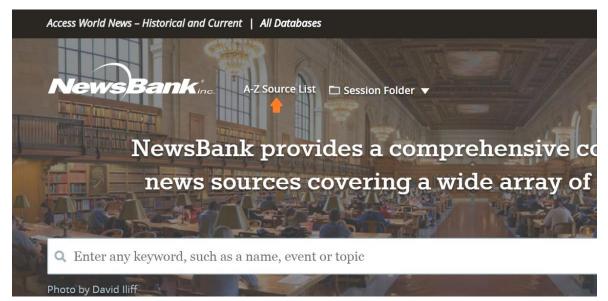
Finding Specific Sources & Available Content

A-Z Source List

You can use the A-Z Source List link to find a list of all sources (titles) in the database. Also, from the A-Z Source List, you can restrict your search(es) to particular source(s) or browse a particular source.

To browse the list of sources:

1. Click the A-Z Source List link, to the right of the NewsBank, inc. logo.



- 2. The A-Z Source List page includes several features:
 - a. The total number of sources in the database
 - b. The ability to search the list by name of source, source location, source type, format or language
 - c. The ability to sort the source list by a number of variables such as source location, date range of coverage, source type, etc.
 - d. The ability to select one or more sources for searching, using check boxes
 - e. The ability to browse into a source by clicking the source name



NewsBank ¹ , New Search A-Z Source List		Share Feedback 🗐				
A-Z Source List 1 - 20 of 8,948 Sources	Enter S	Source Name,	Location, Type, Format, o	r Language	+	
Source Name	•	Dates 🜲	Location 🛛 🖕 🗘	Туре 🜲	Format 🜲	Language 💲
100 Mile House Free Press (British Columbia, Canada)		2004 - Current	Canada - 100 Mile House	Newspaper	Text	English
24 Hours (Toronto, Ontario, Canada)		2004 - 2017	Canada - Toronto	Newspaper	Text	English
24 Hours (Vancouver, British Columbia)		2010 - 2017	Canada - Vancouver	Newspaper	Text	English
24X7 News Bahrain		2012 - Current	Bahrain	Web-Only Source	Text	English

To find available content for a source:

- 1. Click the source name in the A-Z Source List.
- 2. The subsequent Source page allows you to:
 - a. Search the publication in its entirety.
 - b. Quickly view recent issues.
 - c. Browse a calendar of all available issues.
- 3. Enter your search in the search bar or click a specific day. Selecting a date will bring you to that day's content, including the ability to search within that specific day.

100 Mile I	Iouse Free Press (British Colu	mbia, Canada)
	📃 2004 - 2018 Text	
	Create Alert 🌣	
Q Enter any keyword, such as a nam	ie, event or topic	Search
The Manuel Manuel		Advanced Search
	View Recent Issues	
April 26, 2	2018 April 27, 2018 April 28, 2018 April 29, 201	8 April 30, 2018
	Browse Issues by Date	Change year 2018 🗸
	•	
January	February March	April
January Su Mo Tu We Th Fr Sa	February March Su Mo Tu We Th Fr Sa Su Mo Tu We Th	
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6	Su Mo Tu We Th Fr Sa Su Mo Tu We Th 1 2 3 1	Fr Sa Su Mo Tu We Th Fr Sa 2 3 1 2 3 4 5 6 7
Su Mo Tu We Th Fr Sa	Su Mo Tu We Th Fr Sa Su Mo Tu We Th 1 2 3 1 4 5 6 7 8 9 10 4 5 6 7 8	Fr Sa Su Mo Tu We Th Fr Sa



Source Location Map

Depending on your library's NewsBank database, you may have access to a source locator map on the <u>Advanced Search</u> page. You can use the map(s) to find sources from a particular location.

Using the map to find sources:

- 1. Go to <u>Advanced Search</u> and scroll down to the map area.
- 2. The Map by Source Location area includes a variety of functionality to meet your needs:
 - a. Click an area of the map to drills into the next level of map.
 For example, from the map of the world, clicking on North America drills down to a map of just North America. Clicking USA within the North America map, drills down to a map of US states.

Refine by Source Location

 Word
 Image: Carbon
 State St

3. Once you've found the location in which you'd like to find sources, click the numbered Sources link associated with the geographic area. You will see a list of sources from that area and have the ability to browse available issues.



Refine by Source Location



Searching

Basic Search

Basic Search allows you to construct a simple search to start your research. You can enter any keyword(s) or phrases to find articles that match your search. Additionally, you can use quotation marks, <u>Boolean Operators</u>, <u>Proximity Operators</u> and <u>Wildcards</u> in the basic search to form to make more complex searches.

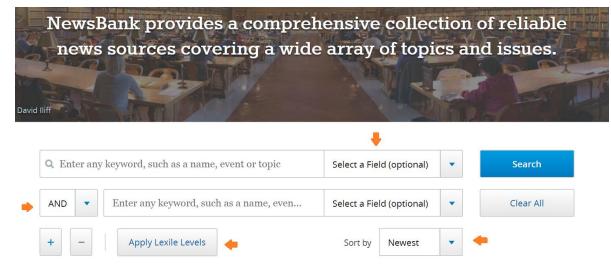
Also, from Basic Search, you can click to access <u>Advanced Search</u> and <u>Map Search</u>.



Advanced Search

Advanced search contains multiple search rows that allow you to construct more complex searches using search fields, <u>Boolean Operators</u>, and <u>Lexile</u> reading score levels. It also provides the option to select the sort order of your results, prior to searching.





Access Advanced Search by using the link on the **Basic Search** page.



Search Fields

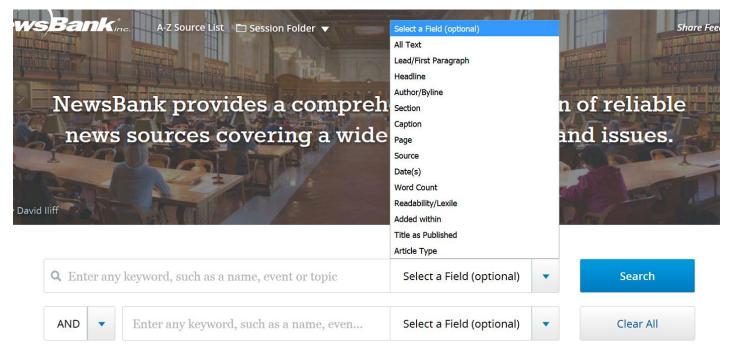
Search fields allow you to limit a search to certain parts of a document or article. This is particularly beneficial when you already know the name of a publication, author or headline you want to search. Search fields can also help to narrow-down your search results to a particular date or date range. In addition, search fields can be used to help with the relevance of search results, by restricting a search to just the headline, for example.

Searching for content using Search Fields:

- 1. Go to <u>Advanced Search.</u>
- 2. In the search form, use the Select a Field drop-down box to see the available fields and select one.



3. Enter your search terms in the associated search box to the left of the search field.



Important Note: Not all content in your library's database contains all shown search fields. Search fields that appear in ASCII text and Image content:

- All Text
- Date(s)
- Source
- Added within

Search fields on *some* ASCII text content only:

- Lead/First Paragraph
- Headline
- Author/Byline
- Section
- Caption
- Word Count
- Lexile/Readability
- Page

Note: Not all ASCII text content contains each of these fields. For example, some newspapers do not contain section.

Search fields on *some* Image content only:

- Title as Published
- Article Type
- Full Text
- Citation Text
- Place of Publication
- Page

Note: Not all Image content contains each of these fields. For example, some articles do not contain article type information.

Searching by Date

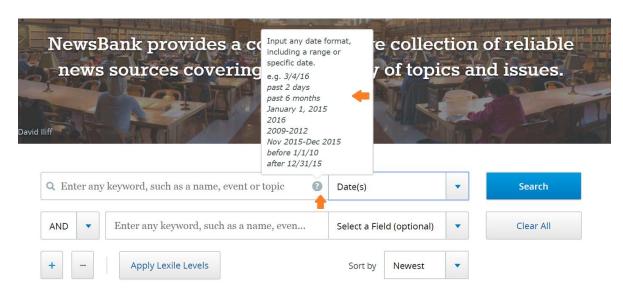
In Advanced Search, one of the optional search fields is Date(s). Using this search field allows you to restrict your search to a particular date or date range.

Searching for content by a specific date or date range:

- 1. Go to <u>Advanced Search</u>.
- 2. In the search form, use the Select a Field drop-down box to select the Date(s) field.
- 3. Enter your date or date range in the associated search box to the left of the search field.

The date field accepts any number of date formats, as seen in the tool tip associated with the search field in the Advanced Search form.





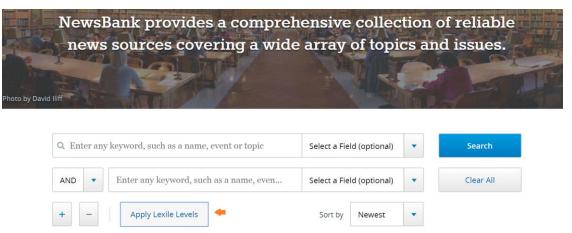
Note: You can also limit search results by Date by using post-search Limiters.

Searching by Lexile Score

A Lexile reading score represents a text's readability (or difficulty). The higher the Lexile, the more difficult the text. Lexile scores help match an individual's reading ability to the reading level of text.

To search for content in specific Lexile range:

- 4. Go to <u>Advanced Search</u>.
- 5. Use the search form to construct your search using keywords, etc.
- 6. Below the search form, click the button Apply Lexile Levels





7. In the pop-up window, use the check boxes to select one or more Lexile levels to apply to your search. Then, click Apply.

Select Lexile (Readability) Levels (1-12 of 12)	×
Show 2 Selected Apply 🔶	
Lexile (Readability) Levels	Articles
200-400L (Grade 1)	1,955,409
300-500L (Grade 2)	4,066,669
500-700L (Grade 3)	15,259,986
□ 650-850L (Grade 4)	27,721,582
750-950L (Grade 5)	43,752,918
➡ 🗷 850-1050L (Grade 6)	70,266,928
🥑 950-1075L (Grade 7)	56,816,667
n 🔲 1000-1100L (Grade 8)	56,524,538
1050-1150L (Grade 9)	67,803,673

Some content in your database *may not* have a Lexile score assigned. For example, imagebased articles that rely on optical-character-recognition are not assigned Lexile scores.

Note: You can also limit search results to one or more Lexile ranges by using post-search Limiters

Setting a Sort Order

In <u>Advanced Search</u>, you have the opportunity to set the sort order of your results prior to search. Options for sorting include sorting by:

- Best Match Ranks results with most relevant content first
- Newest Ranks results in reverse chronological order with most recent articles first
- Oldest Ranks results in chronological order with oldest articles first



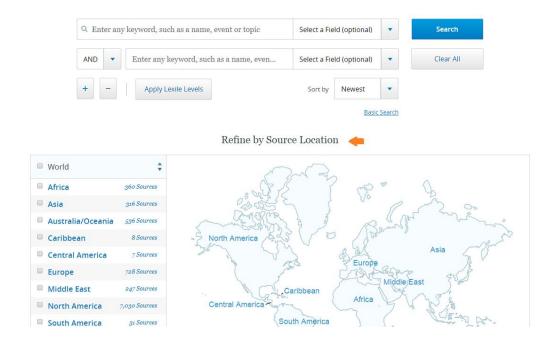
Q Enter any	keyword, such as a name, event or topic	?	Date(s)		•	Search
AND 🔻	Enter any keyword, such as a name, eve	en	Select a Fie	ld (optional)	•	Clear All
+ –	Apply Lexile Levels		Sort by	Newest	•	
				Best Match		
				Newest		
				Oldest		

Note: You can also change the sort order on the Results page.

Map Search

Depending on your library's database, <u>Advanced Search</u> may include Map Search. Map Search allows you to limit your search to sources from one or more geographic locations. *Using the map to limit a search by location:*

- 1. Go to <u>Advanced Search</u>.
- 2. Scroll down the page, below the search form, to the area entitled Refine by Source Location.



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- 3. The Refine by Source Location area includes a variety of functionality to meet your needs:
 - a. Click an area of the map to drill into the next level of map.

For example, from the map of the world, clicking on North America drills down to a map of just North America. Clicking USA within the North America map, drills down to a map of US states.



i. As you drill into the map, filters are added to your search. You will see these displayed above the search form.

North Ameri	ica × Clear Fi	Iters				
	Q Enter any	keyword, such as a name, event or topic	Select a Fie	ld (optional)	•	Search
	AND 💌	Enter any keyword, such as a name, even	Select a Fie	ld (optional)	•	Clear All
	+ -	Apply Lexile Levels	Sort by	Newest	•	
				Basic	Search	

- ii. You will also notice that the list to the left of the map changes to reflect the locations on the map.
- iii. You may stop drilling down at any point to conduct a search in the geographical locations that are being displayed.
- b. Click one or more check boxes in the list to limit your search to the selected geographic area(s). This provides a simple way to compare a search topic across different geographic areas. This is also valuable when doing genealogical research, and the exact location of the family is not known.





2 Locations Selected		Refine by Source Location
/orld / North America / U	SA	
USA USA	\$	
🔍 USA - Alabama	92 Sources	AK
USA - Alaska	35 Sources	2. Sur and
🖉 USA - Arizona	55 Sources	
USA - Arkansas	149 Sources	WA MT ND VT NH ME
🖉 USA - California	570 Sources	OR ID SD MN WI (MI) NY WAR
USA - Colorado	102 Sources	NV NE IA IN OH PA CT
USA - Connecticut	168 Sources	CA UT CO KS MO KY WA MD
USA - Delaware	33 Sources	AZ NM OK AR TN SC 7 DC
USA - District of Col	umbia 99 Sources	TX LA MS AL GA

c. Click the Sources link associated with each geographic area in the list to see a list of those sources and a way to limit a search to just those sources.

Refine by Source Location

World / North America / U	JSA	
USA USA	\$	
🔍 USA - Alabama	92 Sources	AK
USA - Alaska	35 Sources	and the second second
USA - Arizona	55 Sources	was well
USA - Arkansas	149 Sources	WA MT ND
USA - California	570 Sources	OR ID SD MN WI (MI) 2
USA - Colorado	102 Sources	NV NE IA II IN OH

Important Search Fundamentals

Boolean Operators – AND, OR, NOT

Boolean Operators help provide search results that are focused and useful for your research. Choosing a suitable Boolean Operator will save you both time and effort as it cuts down on the number of articles that may not be relevant to your research. Boolean operators can be used between any number or words or quoted phrases.

1. In <u>Basic Search</u>, simply join your search words together by using any of the Boolean operators.



2. In <u>Advanced Search</u>, drop-down boxes containing Boolean operator choices are used to connect each of the multiple search boxes.

Using the AND operator:

The Boolean operator AND narrows searches by returning only content that includes both key terms. Any number of words can be joined by the AND operator.

Using the OR operator:

The search operator OR will show results for either or both concepts that you are researching. OR broadens a search and provides more matches on your topic. Use OR when researching topics that have:

Synonyms, such as cats OR felines.

Alternative spellings, such as color OR colour.

International variation of nomenclature, such as gasoline OR petrol.

Using the NOT operator:

NOT narrows a search by eliminating specific aspects of a search. Use NOT to: Include one term, and not the other, such as palm NOT tree. Eliminate irrelevant articles, such as Mexico NOT "New Mexico."

Quotation Marks and Proximity Operators

Quotation marks and proximity operators are used to improve search results by constraining the search to look for words that are within a short distance from one another.

Using quotation marks:

Quotation marks can be used around two or more words to find articles that include that specific phrase.



For example: "Winston Churchill" will find the words Winston and Churchill next to one another, with the word Winston always appearing before the word Churchill.

Using the Adjacency (ADJx) Operator:

ADJx (Adjacent) specifies the order of search words and their proximity to each other within an article. Use adjacency when you want very specific results.

For example: Lee ADJ2 Oswald will return results for both Lee Oswald and Lee Harvey Oswald. Note that x equals the number of words between the two terms.

Using the NEARx Operator:

NEARx will search for terms that have a specified distance between each other and are in any order.

For example: Olympic NEAR3 athletes will return results for Olympic winter athletes and athletes in the Olympics. Note that x equals the number of words between the two terms.

Wildcards

Wildcards are characters that you can be used in a search when you are unsure of spelling or when you want to include multiple forms of a word.

Using the Asterisk (*):

Use an asterisk (*) to include multiple letters and forms of a word.

For example:

- A search on Petr*us will find all the items containing Petraeus or Petraus -- a great help for searching despite variations in spelling.
- A search on truck* will also search words such as trucks, truckstop, trucking.

Using the Question Mark (?)

Use a question mark (?) to replace a single letter in a word. This is particularly useful for including plural forms of singular nouns.



For example:

- A search on wom?n will find items containing woman or women.
- A search for turtle* will find items containing turtle or turtles.

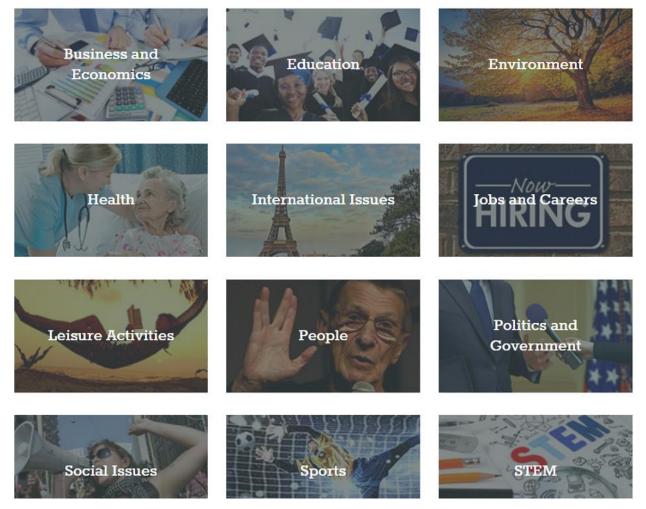
Suggested Topics

Depending on your library's database, you may have access to Suggested Topics. The Suggested Topics feature allows you to browse research topics and quickly find relevant articles on a selected topic. Each broad topical area contains multiple sub-topics that lead to pertinent articles. Articles are found via searches that have been carefully crafted by NewsBank's editorial team.

Access Suggested Topics on the lower portion of the <u>Basic Search</u> page.



Suggested Topics



Using Suggested Topics:

1. Click a broad topic of interest to reveal subtopics.



Health	International Issues	HIRING

Diseases and Conditions
ADHD
Allergies
Alternative Medicine
Alzheimer's Disease
Asthma
Autism
Autism Spectrum Disorder
Cancer
Cerebral Palsy
COPD
Diabetes
Drug And Alcohol Use
Ebola
Emphysema
<u>Epilepsy</u>
HIV/AIDS
3.4° · TT 1 1

Fitness and Wellness Benefits of Exercise Benefits of Weight Lifting Genetics 🔶 **Meditation** Physical Fitness Yoga Medical Care Anesthesia Use Antibiotics Cholesterol Screening Disability Benefits **EKGs** Elder Care Health Care Reform Hospice Care

- **Mental Health** Bipolar Disorder <u>Dementia</u> Depression Obsessive-Compulsive Disorder (<u>OCD</u>) Personality Disorder Phobias PTSD Schizophrenia Stress and Anxiety <u>Trauma</u> Nutrition Celiac Disease Diet Eating Disorders East Easd
- 2. Click a subtopic link to find relevant articles.
- 3. On the search results page, you will see the carefully-crafted search, created by NewsBank's editorial team. You can modify this search to change, refine or expand your results.
- 4. Return to the Suggested Topics using the breadcrumb trail above the results list.

Access World News – Histo	orical and	Current	All Da	abases								
		New Se	New Search A-Z Source List 🗀 Session Folder 🔻							Share Feedback 🛒		
	Kinc.	Q gen	etic*		×	× Headline •		•	Search			
		AND	•	More than 500	•	Word Co	ount		•	+ -	Clear All	
		AND	•	disease AND prevent*	×	All Text			•			
		Hide						Basic Sea	arch			
	-			/ Health / Genetics Save Search 😰 Create Alert 🋕								
Sort by	_	Sele	ct Artic	es 1 - 20		999	\sim	ē		±	Ð	
Best Match Newest			ep C volu	RISPR Safe - Regulating a Genetic tion			0			v genetic mate result, genetic		
Oldest Source type	_	4/11/	의 Jona	1, 2018 Foreign Affairs Amy Gutmann and than D. Moreno Volume 97 Page 171 Lexile: 0, grade level(s): >12	normally spread only if they make an expl CRISPR to insert genetic material into the "s					oit this tendency by using		

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Quick Links

Quick Links provide fast access to special groupings of content. The Quick Links area contains two types of links:

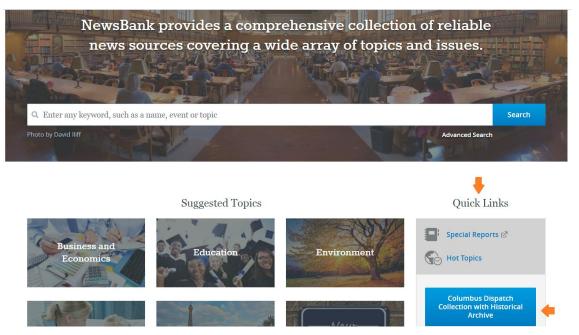
- 1. The top section of the Quick Links area contains links to content, curated by NewsBank's experienced editorial staff, focusing on topics of current interest.
 - a. Special Reports are updated daily and included articles, images, videos and other useful content organized by topics and themes.
 - b. Updated monthly, Hot Topics cover issues and events relative to social studies, science, health, sports, the arts and people from throughout the world. They are intended to alert you to important and useful topics found within NewsBank databases.
 - c. News Headlines and Daily Activity Plans feature major domestic and international news headlines that are gathered and featured on a daily basis. Depending on your library's database, each day features an activity plan that aligns with the focus of one of the headline articles.
- 2. The second area of Quick Links contains link(s) to any single source or group of sources that your library has set up with assistance from NewsBank Customer Service. This allows you to go directly into a commonly searched publication or location, without having to locate it yourself.

Using Quick Links:

1. Find the Quick Links section under the search bar on the Basic Search page or along the bottom of the Advanced Search page.



2. Click the link to the content in which you are interested.



Working with your Search Results

Overview of the Search Results Page

The search results page has several features that allow you to work efficiently with the content you've found. On the results page, you can:

- 1. Edit your search, without having to return to the search page.
- 2. Change the Sort Order of the results, to bring your preferred content to the top.
- 3. Use Limiters to refine your results by a number of factors like source type, source location, Lexile reading score and more.
- 4. See an expanded preview of an article before deciding to work with it.
- 5. Select one or more articles to cite, email, print, download, or save to your Personal Folder.
- 6. Save a search to your Personal Folder for future use.



7. Create an alert to receive relevant articles as they are added to the database.

	New Search A-Z Source List 🗀 Session Folder 🔻	Share Feedback
	🔍 sea turtles	× Search
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Sort by —	Select Articles 1 - 20	11 C 📓 🖶 🛃
Best Match Newest Oldest Source type Audio (1) Biog (703) College/University Newspaper (51) Journal (18)	 Texas biologists warm chilled sea turtles December 6, 2014 Associated Press News Service, The Lexile: 1260, grade level(s): 11-12 Rare sea turtles reported May 15, 2014 Charlotte Sun (Port Charlotte, FL) STEVE REILLY Staff Writer Page 1 Lexile: 1450, grade level(s): >12 	biologists have flown dozens of endangered sea turtles from Cape Cod to Galveston for treatment biologists have flown dozens of endangered sea turtles from Cape Cod to Galveston for treatment of 50 Kemp's ridley sea turtles , a critically endangered species, were • Preview — Nesting Kemp's ridley sea turtles are a fairly noteworthy occurrence on — Nesting Kemp's ridley sea turtles are a fairly noteworthy occurrence on local Kemp's ridley nesting on Venice Beach. All sea turtles are protected species, but Kemp's ridley
 Magazine (574) Newspaper (145,346) Newswire (6,443) Transcript (36) Video (36) Web-Only Source (7,659) 	Rare sea turtles reported May 15, 2014 Charlotte Sun (Port Charlotte, FL) STEVE REILLY Staff Writer Page 1 Lexile: 1450, grade level(s): >12	Preview — Nesting Kemp's ridley sea turtles are a fairly noteworthy occurrence on — Nesting Kemp's ridley sea turtles are a fairly noteworthy occurrence on local Kemp's ridley nesting on Venice Beach. All sea turtles are protected species, but Kemp's ridley O Preview

Modifying a Search

You can modify your search or start a new search directly from the results page, without needing to return to the main search page. Simply edit your search in the search box at the top of the page, or you can clear the search box by clicking the X. If you conducted a basic search, you can create a more advanced search on the results page by clicking the Advanced Search link under the search bar.



Changing Sort Order

Changing the sort order of your search results can surface the best articles that meet your preference. You can sort by the following options:

- Best Match Ranks results with most relevant content first
- Newest Ranks results in reverse chronological order with most recent articles first



• Oldest - Ranks results in chronological order with oldest articles first

Changing Sort Order:

1. Click the links at the top of the left side-rail to change the order of the results accordingly.

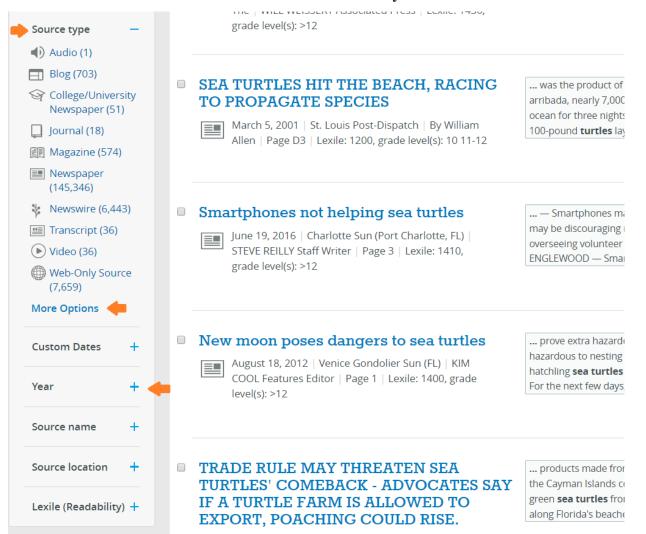
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Using Limiters

Limiters are tools that can be used to refine and narrow search results. Limiters are particularly helpful when you have received a large number of search results and want to



narrow the set to articles that are most relevant to you.



Using Limiters:

- 1. Conduct a search.
- Explore the limiters by clicking the + sign to reveal the selections within each limiter.
 Hide the selections by clicking the sign.
- 3. Click a link to apply that selection to your search results.





4. Click More Options to see other selections and to apply more than one to your search.

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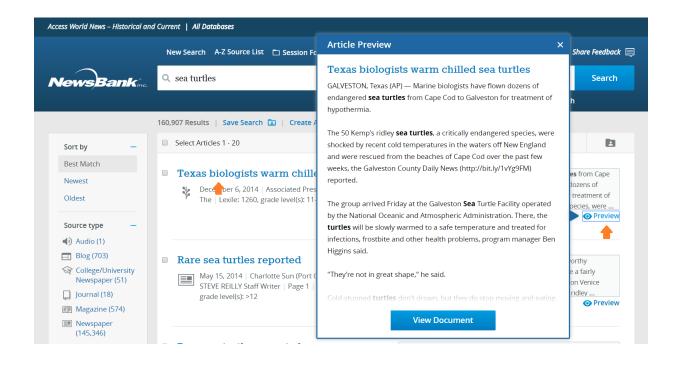
Viewing a Preview of an Article

Viewing an expanded preview of an article provides a quick way to read a portion of an article. This can help you determine whether an article is pertinent to your research, right from the result list.

Viewing a preview:

1. Hover over or click the Preview link under the article snippet, and the expanded article preview will appear.





- 2. Alternatively, hover over an article title to see the preview.
- 3. Click the x in the preview window or anywhere outside the preview window to close it.

Selecting & Working with One or More Articles

Selecting one or more articles directly on the result list makes working with content more efficient and effective. By checking the box next to one or more articles, you can take action on those articles as a group.



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Citing Articles

On the search results page, once you've checked the box next to one or more articles, you can retrieve the citation for those articles, in one of a number of formats.

Citing articles:

- 1. Check the box next to each article you want to cite.
- 2. Click the cite icon **tree** in the action bar at the top of the results list.
- 3. Select your desired citation format from the window.

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4. Highlight and copy the article citations and paste where you need it.

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	"Texas biologists warm chilled sea turtles." <i>Associated Press News Service, The</i> , sec. Domestic, News, 6 Dec. 2014. <i>NewsBank</i> , infoweb.newsbank.com/apps/news/document-view? p=WORLDNEWS&docref=news/152170CD27185CA0. Accessed 8 May 2018.	
۲	REILLY, STEVE. "Rare sea turtles reported." <i>Charlotte Sun (Port Charlotte, FL)</i> , sec. Our Town - B Section, 15 May 2014, p. 1. <i>NewsBank</i> , infoweb.newsbank.com/apps/news/document-view? p=WORLDNEWS&docref=news/14E873A74D5CE9E8. Accessed 8 May 2018.	of end bio ape C <u>a criti</u>
	1-2 of 2	urtle ip's ri
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Emailing Articles

On the search results page, once you've checked the box next to one or more articles, you can email those articles to yourself or others.

Emailing articles:

- 1. Check the box next to each article you want to email.
- 2. Click the email icon \cong in the action bar at the top of the results list.
- 3. Complete the email form, including one or more email addresses in the "To" box, your own email address in the "From" box, and an option message to be sent with the articles.
- 4. Click Send.



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Printing Articles

On the search results page, once you've checked the box next to one or more articles, you can print those articles.

Printing articles:

- 1. Check the box next to each article you want to print.
- 2. Click the printer icon $\overline{\bullet}$ in the action bar at the top of the results list.
- 3. Determine whether you want to include article information in a particular citation format on your printout.
- 4. Click Print.



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Downloading Articles

On the search results page, once you've checked the box next to one or more articles, you can download those articles.

Downloading articles:

- 1. Check the box next to each article you want to download.
- 2. Click the download icon \leq in the action bar at the top of the results list.
- 3. Determine whether you want to include article information in a particular citation format on your download.
- 4. Click Download.
- 5. Your article will be saved as a PDF.

Note: To save an ASCII text article in a format other than PDF, such as .txt or Microsoft Word, copy the text of the article from the browser and paste it into the document of your choice.



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1	Rare sea turtles r	enorted			Necting Kemp's ridle	w soa turtl

Saving Articles to your Personal Account: My Folder

On the search results page, once you've checked the box next to one or more articles, you can save those articles to your <u>personal "My Folder" account</u>.

Saving articles to your Personal "My Folder" account:

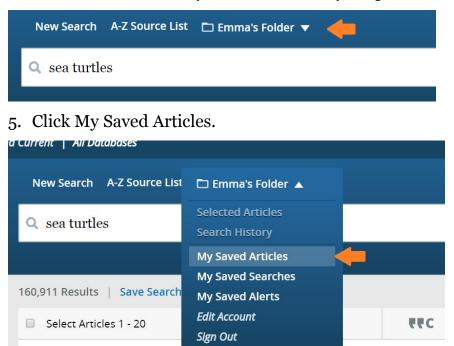
- 1. Check the box next to each article you want to save to your personal folder.
- 2. Click the Save to My Folder icon **2** in the action bar at the top of the results list.
- 3. If you already have a My Folder account, sign in and save the articles. If you do not have a My Folder account, click Create a Personal Folder and follow the instructions.





🗖 Sign In to My Folder		×
Username or email address: Password: Forgot Password?	 Don't have a Personal Folder yet? Easily set up your account to: Save, organize and share documents Save custom searches Create and edit email alerts Create a Personal Folder	
Sign	In	

4. To access the articles you've saved, find your personal folder above the search bar.



Saving a Search

You can save a search to your <u>personal "My Folder</u>" account to make it easy to conduct the search again in the future.

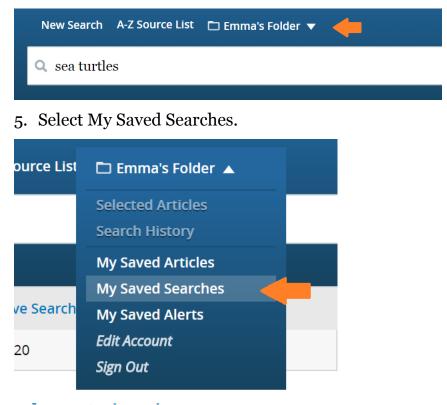


Saving a Search:

- 1. Conduct a search.
- 2. On the search results page, click the Save Search link above the list of articles.



- 3. If you already have a My Folder account, sign in and save the search. If you do not have a My Folder account, click Create a Personal Folder and follow the instructions.
- 4. To access the search you've saved, find your personal folder above the search bar.





Creating an Alert

Alerts are emails that are automatically sent to your inbox when new articles that match your search topic are added to your library's NewsBank database(s). This feature is particularly useful for tracking emerging or evolving topics, keeping up with a sports team, or tracking mentions of particular businesses. You can create an alert with or without a personal account. *Creating an Alert:*

- 1. Conduct a search.
- 2. On the search results page, click the Create Alert \triangle link above the list of articles.
- 3. In the window, enter the email address(es) to which you want the alerts sent.
- 4. Select the frequency with which you would like to receive alerts.

2	Create Email Alert for "sea turtles" in All Text	×
0,9	Alerts will be sent when the new results matching your search criteria become available.	1
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-	Create Alert Or Sign In to My Fol	der
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- 5. Click Create Alert.
- 6. You can also Sign in to My Folder or create a <u>personal "My Folder</u>" account from the alert window. Saving an Alert to My Folder offers options for editing the alert in the future.



Creating and Using a Personal Account: My Folder

A personal My Folder account allows you to save and easily re-access your activity, including articles, searches and email alerts.

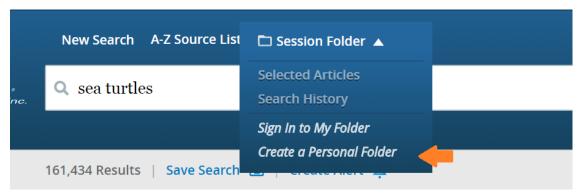
Creating a Personal Account

To create a personal My Folder account:

1. Hover over Session Folder at the top of any screen.

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NewsBankin.	Q sea turtles	×	Search
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2. Select the Create a Personal Folder option.



3. Fill out the form including your email address, first name, last and create a password for your new account. Click Create Account to complete.





New Sea	rch A-2 source list 🥅 Session Folder 🖲	7		
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4. You will notice that the Folder name has been changed to reflect your name.

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Signing in and out of your Personal Account

Once you've already created a personal account, you sign in each time you use your library's NewsBank database(s).

To sign in to your Personal Account:

- 1. Hover over the Session Folder.
- 2. Select Sign in to My Folder.

lewsBank ...

- 3. Complete the form with your email address and password. If you have forgotten your password, click the link, and an email will be sent to help you reset your password.
- 4. Alternatively, when saving articles to your folder, you are presented with the opportunity to sign into your personal account at that time.

Using your Personal Account

A personal account helps you get the most use from your library's NewsBank database(s). In your personal folder, you can <u>save articles</u> and <u>searches</u> and edit or delete your <u>Alerts</u>.

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Sign Out	Rare sea turtle	es reported	Charlotte Sun (Port Charlotte	e, FL)	May 15th, 2014		May 23	rd, 2018	

Saved Articles

Once you've saved articles from the search results list or from the article page using the **E** icon, you can access, work with, and organize them within your personal folder.

To access your saved articles:

1. Hover over your personal folder and select My Saved Articles.



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- 2. On the Saved Articles page, you can work with one or more articles at a time. Functionality includes:
 - a. The ability to sort saved articles by headline, source, date published or date saved.
 - b. The abilities to cite, email, print, download or delete one or more articles at a time.
 - c. The ability to create custom folders and move one or more articles into those folders.

Access World News – Historical	and Cur	rrent All Databases								
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Sign Out	-	Rare sea turtle	es reported	Charlotte Sun (Port Charlotte	e, FL)	May 15th, 2014		May 23r	rd, 2018	

To create and use custom folders:

- 1. Select one or more saved articles to move into a custom folder.
- 2. Click the Move to Folder icon \square .
- 3. Use the drop down to select Create a New Folder.
- 4. Name your new folder and click Move Article(s).
- Back to Table of Contents



Move Article(s))		
lease select a destina	ation folder for the article(s).		
Save to:			
Create a new folder			•
Name folder:			
Marine Biology		-	

5. Your new folder now appears in the left-hand side bar, with the moved article(s) within it.

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Saved Searches

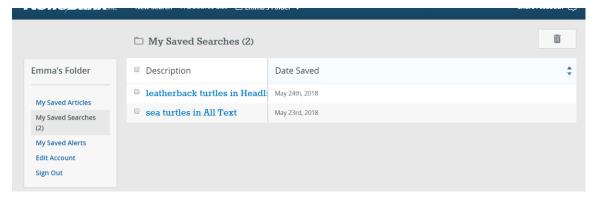
Once you've saved searches from the search results list, you can access and re-run these searches from your personal folder.

To access your saved searches:

1. Hover over your personal folder and select My Saved Searches.

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- 2. On the Saved Searches page, you can click a search link to re-run it.
- 3. You can also use the check boxes to select and delete searches.





Saved Alerts

When you are signed into your personal folder, you can <u>create alert(s)</u> and access additional functionality to edit them.

To edit your saved alerts:

- 1. Hover over your personal folder and select My Saved Alerts.
- 2. On the Saved Alerts page, you can see the list of your saved alerts, including the email address(es) associated with the alert, the frequency of the alert and the date on which it was saved.

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•	My Saved Articles My Saved Searches	marine turtle habitat in All T	emma@newsbank.com	1 time a week: Sunday	Jun 19th, 2018	
		sea turtles in All Text	emma@newsbank.com	4 times a day	Jun 19th, 2018	
	My Saved Alerts (2)					
	Edit Account					
	Sign Out					

- 3. To edit an alert, check the box next to the alert, then click on the pencil, on the upper right. From the pop-up window, you can edit the email address(es) and frequency.
- 4. To delete one or more alerts, check the box next to the alert(s), then click the trash can, on the upper right.

Featured Current-Events Content

Special Reports

NewsBank's Special Reports focus on topics of current interest. They include content from sources throughout the world to provide a global perspective. Each report includes news articles, images, and suggested search terms. The Special Reports enable users to quickly locate information on a specific subject while helping them gain better insight into current global issues and events.

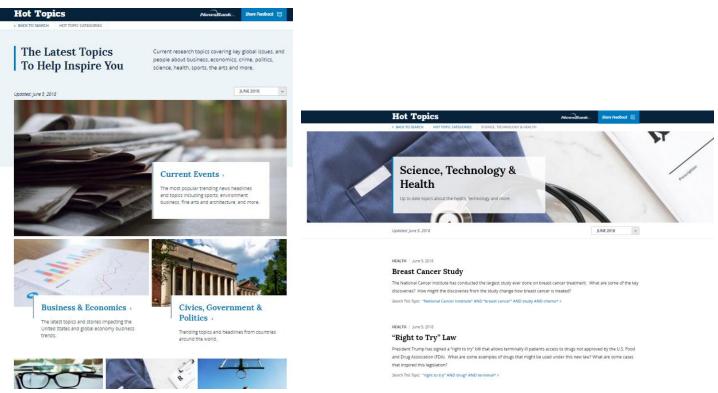
lews Bank

To access Special Reports:

- 1. Find the <u>Quick Links</u> section on the <u>Basic Search</u> or <u>Advanced Search</u> page.
- 2. Click Special Reports.
- 3. The Special Reports page will open in a new browser window.

Hot Topics

NewsBank's Hot Topics feature the latest topics to help inspire you. They cover current research topics covering key global issues, and people about business, economics, crime, politics, science, health, sports, the arts and more. Organized into broad categories, each Hot Topic provides a description of the topic with several prompting questions to inspire further thought on the topic. Additionally, hyperlinked searches lead to supporting articles on the subject.



To access Hot Topics:

1. Find the <u>Quick Links</u> section on the <u>Basic Search</u> or <u>Advanced Search</u> page.

lewsBank ...

- 2. Click Hot Topics.
- 3. You can return to the search page by clicking Back to Search at the top of the Hot Topics page.

Daily News Headlines and Activity Plans

NewsBank gathers the major domestic and international news headlines and articles of the day. Depending on your library's subscription, you may also have access to an activity plan that aligns with the focus of one of the daily articles.

To access News Headlines and Daily Activity Plans:

- 1. Find the <u>Quick Links</u> section on the <u>Basic Search</u> or <u>Advanced Search</u> page.
- 2. Click Daily Headlines.
- 3. The Daily News Headlines page will open in a new browser window.

Terms of Use

Please click to read our <u>Terms of Use</u>.

Privacy Policy

Please click to read our Privacy Policy.

Frequently Asked Questions

How can I find the particular source I want to search?

If you know the exact name of the source you want to search, click the <u>A-Z Source List</u> link. Filter or scroll in the list and click the name of the source in which you are interested. Alternatively, if you know the location where the source is published, click <u>Advanced Search</u> and use the <u>Map</u> to obtain a list of all available sources from that location. You can then click on the name of the specific source that you want from the subsequent listing



Why can't I find a specific article I read in the print edition?

There are a few reasons you might not be able to find a specific article that appeared in print.

- If the article you read was written by a syndicated columnist or a freelance writer, the publication may not have the rights to republish it online.
- Newspapers frequently publish several editions at different times of the day or for different neighborhoods in their circulation area. Articles can change sometimes just a little, other times quite substantially from edition to edition. The publisher may have provided NewsBank with all versions of the article; they may have chosen to send only the longest version or only the version that was published in the final edition. So, you may not be able to find the exact version of the article that you read in print.
- If the article you read was not a news item, but rather some sort of paid advertisement, you will not find it in the <u>ASCII text</u> content in the database. Providers supply news and editorial content only. Advertisements (with the exception of some death notices) are not included in the <u>ASCII text</u> content. Note: If your library subscribes to image content, that may contain advertisements and classified content.

If the article you are looking for does not fall into any of the above categories, try broadening your search by expanding the date range or using alternative search terms.

Are classified ads included in the database?

Classified ads, such as personals, automotive, real estate, and jobs, are not included in the <u>ASCII text</u> content of the database. If your library has <u>image content</u>, classified ads may appear in that content.

Can I find articles by syndicated columnists?

Depending on the particular columnist and the agreement that they have with a particular publisher, you may be able to find articles written by syndicated columnists. However, this will not be the situation for all writers or all publishers. Conduct your search for a particular columnist in as many sources as possible to give yourself the best chance of finding articles by that syndicated columnist.



Can I find articles that were published today?

Yes. Many of the individual sources include material that was published online or appeared in print today. However, this varies considerably from source to source and can even vary from day to day. These variations are due to the ways in which publishers provide their data to NewsBank.

To determine the currency of a particular source on any given day, browse the publication in which you are interested via the <u>A-Z Source List</u>. There you will see the most-recent date available.

What's the difference between Obituaries and Paid Death

Notices?

Obituaries are news items, compiled or written by newspaper staff (or wire services), regarding area deaths or the death of a well-known person. Obituaries are included in this database. Death Notices are classified ads submitted by funeral homes. Some publishers send Death Notices to NewsBank; others do not.

Note: NewsBank includes death notices in its America's Obituaries & Death Notices product. If you wish to search for obituaries and death notices specifically, check with your library staff to see if you have access to this database.

Browser Requirements

NewsBank databases are compatible with most popular browsers, including:

Firefox (latest version) Google Chrome (latest version) Internet Explorer (11+)

Safari (latest version)

MS Edge (latest version)

Mobile iOS

News Banking

Safari (latest two versions)

Mobile Android

Chrome (latest two versions)