GALE CENGAGE Learning®

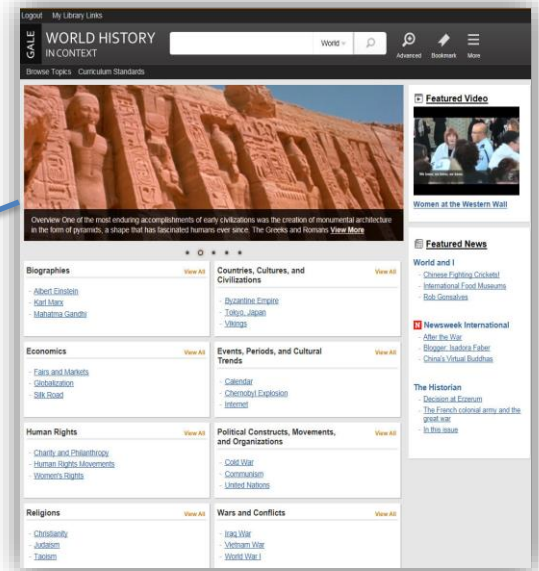# *World History In Context*
Search Tips

World History In Context, part of Gales family of *In Context* knowledge portals, is the premier online resource providing an overview of world history covering over 5,000 years from antiquity to the present and geographically around the globe, to ensure that the events, movements and individuals that defined, informed and shaped world history are covered with a sense of balance. It combines Primary Source documents, reference articles, as well as other content such as country and era overview information, full-text periodicals and journals. It provides an engaging online experience that puts tools of the historian into users' hands with an ease and engagement never before experienced.

On the homepage, you will find the following options for beginning your research:

- *Spotlighted Topics*
- *Browse Categories & Topics*
- *Featured Video & News*
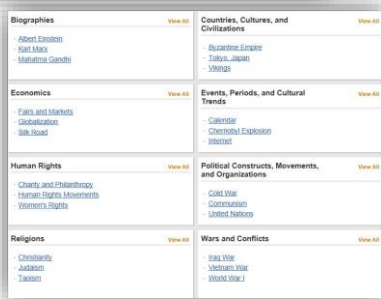- *Basic Search*
- *Advanced Search*

SPOTLIGHTED TOPICS

There are five (5) spotlighted topics within the image carousel that rotate continually. Use the dots to move through the featured spotlights. To get more information on a specific topic, select the VIEW MORE link in the image caption.

BROWSE CATEGORIES & TOPICS

The categories and topics featured in *World History In Context* are arranged into eight (8) categories (topics may appear in more than one category). Select View All next to the category to display an alphabetical list of all topics within that category. From there you can click on a specific topic.
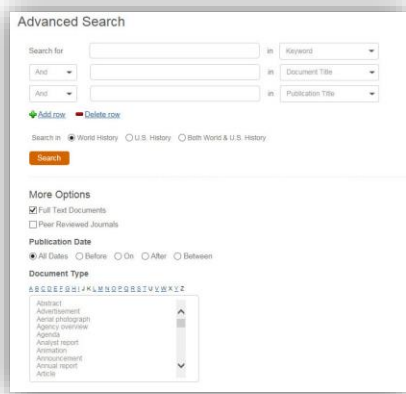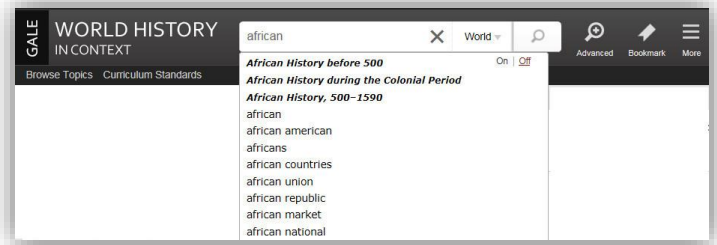
FEATURED VIDEO & NEWS

The featured video allows you to view the video by selecting the caption. To view all articles from the featured newspaper section, select the publication title and browse the articles. Recent articles are available with one click from the Home Screen.

BASIC SEARCH with SEARCH ASSIST

Basic Search offers a straightforward way to search featuring a single search box. Search Assist will help suggest keyword phrases to efficiently find information. This search is ideal when keywords and phrases are too specific to be found in the Browse Categories and Topics. The system will look for a Topic page that matches your search criteria – Popular topics will be in a ***Bold Italicized*** print; if the system is unable to find an exact or a near-match with a popular topic, the system will perform a keyword search of the resource and display a standard results list. If no results can be found, you will get a message asking you to revise your search.
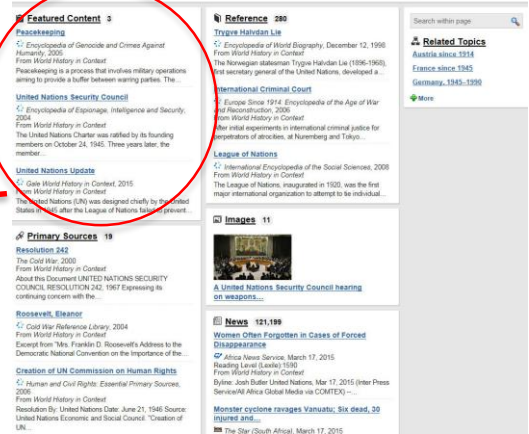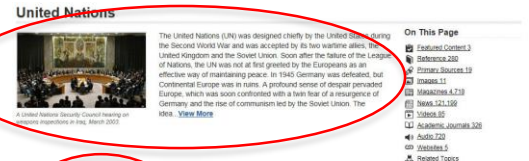
ADVANCED SEARCH

World History In Context supports an Advanced Search that combines criteria such as keyword, document title, publication title, author, subject, entire document, person name, place name, named work, company name, and more. This option allows you to conduct a search on a particular field. You can also limit search results by document type, publication date, content type, Lexile reading levels, and more.

WORKING WITH TOPIC PAGES

Each topic page will include 3 areas of hand selected areas:

1) **Image**: This image represents the topic selected. It will provide an image caption when hovered over.
2) **Overview:** Essay providing an intellectual framework for understanding the topic: why it's important, controversies surrounding it; what should be focused on while conducting research.
3) **Featured Content:** Resources picked by Gale's expert editorial team to help discovery or related content.

Based on available content, topic pages may also include:

Reference: Resources including topic overviews, event overviews, biographies to provide background information on relevant topics.

Primary Sources: Excerpts from transcripts of interviews, legislative acts, resolutions, speeches, testimonials, treaties and more.

Images, Audio, and Video: Streamed video content, nearly 70,000 images, and audio files from reputable research sources.

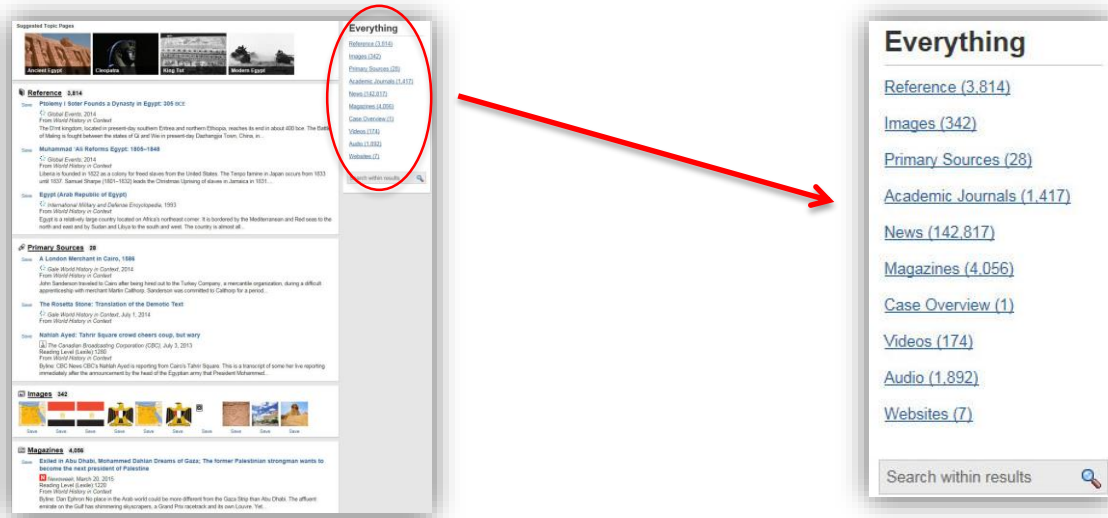**Plot Summaries:** Overviews of specific literature works.

News, Magazines, and Academic Journals: Articles from over 450 full-text English-language international sources.

Critical Essays: Articles analyzing a specific work, topic, or event.

Websites: Overviews of what is included in each website and direct links to the site itself.
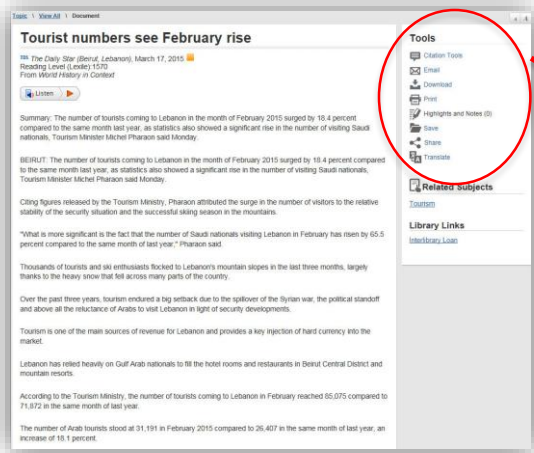
SEARCH RESULTS

In some cases your search will not find a matching Topic Page, but the system will still display keyword results matching your search terms. Your results will be grouped by the same categories found in topic pages.
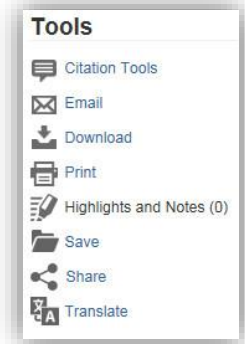

DOCUMENT VIEW

Clicking on a document title takes you to the full content of the record, be it a magazine article, a video, a reference book essay, a transcript, and so on.

TOOLS BOX

To help you manage the document you are currently viewing on the Document page and make its contents more accessible, use the features listed in the document Tools box. Featured tools include:

Citation Tools: Gale will generate the citation within the product, simply select the citation needed (e.g.: APA, MLA, etc.) to open an html version to copy and paste into a citation or bibliography page.

Email: Send the document via email; customize the email by including the senders email address and a message.

Download: Download and save the open document to a memory stick, desktop, CD, zip drive, etc.

Print: Print the open document to a local printer.

Highlights & Notes: Displays the passages highlighted within the text and notes you've added to the document.

Save: Move the open document into a folder, available during the session, to save documents needed for your research. You may print, e-mail, cite, or download these documents in a batch – great time saver!

Share: Share the document using many different sharing technologies such as Facebook, Twitter, and MANY more.
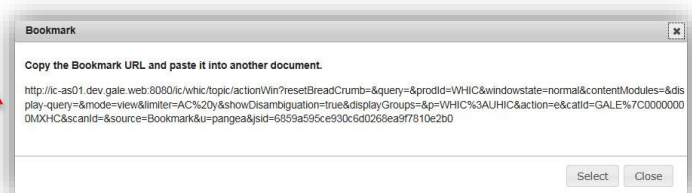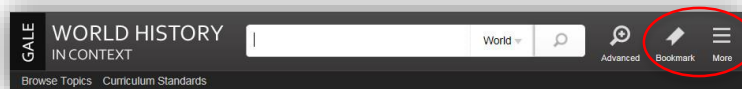
Translate: Translate the open document into many different languages including Spanish, French, Chinese, Arabic and many more. Please note that this is a machine translation.

READSPEAKER

An audio player appears below the title of each document. Listen to all, or part of a document, read aloud by a computer-generated voice. If you want to hear the audio version of the whole document, click the play button. Note that if you have any part of the document selected on the page, you will hear just that highlighted text.   Setting links allow you to change the speed of the audio, and the highlighting options. You can also download an audio version of the document as an MP3 file by selecting download.
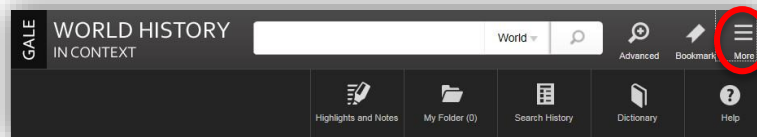
BOOKMARKS & MORE

By using the Bookmark feature, you and others can revisit practically any page you choose after you've ended your current session. The Bookmark feature is available for an individual document, topic page, search results, etc. While viewing a page, simply click Bookmark in the top black banner. A separate window will open, allowing you to copy and paste the Bookmark link into another document, web site, teaching tool, you may add it your favorites list and/or e-mail it.

Select **More** from the banner to access other tools such as:

- **Highlights and Notes** – View all the highlighted sections & personal from your current session
- **My Folder** – Where all the documents saved during your session will be held.
- **Help** – View tutorials for using *World History In Context*, title lists for what appears in the resource, lesson plans, and more.

If you require further assistance with *World History In Context* please ask your librarian.

> Please note, *World History In Context* will adjust to accommodate your device & screen size. All Menu and Tool options will become icons that can be opened by clicking or tapping.