



Home Page Help Sheet

Basic Searching

You can run a Basic Search from the *Points of View Reference Center* Home Page.

Creating a Basic Search from the Home Page

To conduct a Basic Search from the Home Page

1. From the Home Page, enter your search terms in the **Find** field and click **Search**.

The screenshot shows the Points of View Reference Center home page. At the top left is the logo. To the right are links for Sign In, Folder, Preferences, and Help. Below the logo are navigation links for Home, Advanced Search, and Visual Search. A search bar is prominently displayed with the text 'global warming' and buttons for 'SEARCH' and 'CLEAR'. To the right of the search bar are links for 'Search Other Databases' and 'Database Help'. Below the search bar is a 'Browse by Category' section with a 'View All Topics' button. This section contains a grid of topic links including Abortion Issues, AIDS / HIV, Animal Welfare, Arts & Culture, Censorship, Citizens' Rights, Civics & Government, Crime & Punishment, Earth & Environment, Energy & Conservation, Evolution, Family Issues, Foreign Policy, Global Issues, Government Funding, Health & Medicine, Human Rights, Immigration, Internet, Labor & Economics, Media & Communications, Medicine & Ethics, National Debate Topics, People & Society, Race & Culture, Religion, Schools & Education, Sex Education, Substance Abuse, Taxes, Voting & Elections, War & Peace, and Women's Rights. On the right side, there is a 'Demonstration Customer' section with a 'How to...' list containing links for 'Choose a topic', 'Create an essay outline', 'Write a thesis statement', 'Write a persuasive essay', 'Cite sources', and 'See more helpful articles'. Below that is an 'In the Spotlight' section featuring a photo of an Arctic sea and the text 'Global Warming Arctic sea ice is considered to be one of the most important indicators of climate change. Read more ...'. At the bottom left of the page is a 'Top of Page' link.



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2. *Points of View* displays a Result List.

- If *Points of View* essays related to the terms you specified exist, *Points of View* displays the *Points of View* tab listing the *Points of View* content for the topic.
- If no essays exist, *Points of View* displays the All Results tab.

The screenshot shows the Points of View Reference Center search results page. The search bar contains the text "global warming". The "Points of View" tab is selected and circled in red. The results are sorted by "Date" and show 1-10 of 22 results. The first four results are listed below:

1. Coal-Burning Power Plants: An Overview . By: Bailey, Ellen. <i>Points of View: Coal-Burning Power Plants</i> , 2007, p1-1, 1p; Reading Level (Lexile): 1170 ; (AN 23785264) HTML Full Text	Add
2. Counterpoint: Burning Up Our Future . By: Kramer, Otis. <i>Points of View: Coal-Burning Power Plants</i> , 2007, p3-3, 1p; Reading Level (Lexile): 1350 ; (AN 23232846) HTML Full Text	Add
3. Fuel Efficiency: An Overview . By: Jacobs, W. E.. <i>Points of View: Fuel Efficiency</i> , 2007, p1-1, 1p; Reading Level (Lexile): 1420 ; (AN 23712070) HTML Full Text	Add
4. Greenhouse Effect: An Overview . By: Issitt, Micah L.. <i>Points of View: Greenhouse Effect</i> , 2007, p1-1, 1p; Reading Level (Lexile): 1350 ; (AN 23727092) HTML Full Text	Add

The search terms are retained in the **Find** field above the Result List. The Result List is sorted by "source type"--for example, *Periodicals*, *Newspapers*, etc. To view a different source type, click the appropriate tab.

Notes:

- If you perform a keyword search while viewing a Category or Topic, *Points of View* searches the entire database - your results are not limited to the Category or Topic selected.
- If you click the **Points of View logo**, you are returned to the Home Page with all your search terms cleared.
- If you click the **Advanced Search** link, you are taken to the Advanced Search Screen with your search terms remembered.
- If you click the **Refine Search** link, you are returned to the Advanced Search Screen with your search terms, document types, limiters, and expander settings carried forward.

Additional Features



How To...

The *How To* area provides information and guidance when conducting research for an essay. Clicking any of the links in the *How To* area displays articles covering the following topics:

- Choosing a topic
- Create an essay outline
- Writing a thesis statement
- Writing a persuasive essay
- Citing sources

Additionally, the *See More Helpful Articles* link includes tools for both students and teachers on how to write position papers. This includes worksheets and training activities covering the following topics:

- Judging fact vs. opinion
- Evaluating a website
- Writing a topic sentence
- Writing a conclusion
- Taking good notes
- Developing notes into an outline
- Organizing ideas visually

In the Spotlight

The *In the Spotlight* area (available on the Home Page) highlights key content in the *Points of View Reference Center*. The Spotlight topic is rotated on a regular basis.

To learn more about the Spotlight topic, click the **Read more** link in the *In the Spotlight* area. A search is automatically conducted, and a Result List of relevant content is displayed.