

Searching GALE - Student User Guide

Basic Search:



Use the search bar for results across all resources. Findings will be categorized by types of references.

Use [Advanced Search](#) to customize findings and get more specific resources.



SEARCH OPTIONS
[Advanced Search](#) [Publication Search](#) [Topic Finder](#)

Advanced Search

Search Terms

Terms	Field	Finds results that...
Search for <input type="text"/>	in <input type="text" value="Keyword"/>	contain these terms in key fields; does not search entire document
And <input type="text"/>	in <input type="text" value="Keyword"/>	contain these terms in key fields; does not search entire document
And <input type="text"/>	in <input type="text" value="Keyword"/>	contain these terms in key fields; does not search entire document

Search Tips
Operators
AND, OR, NOT Proximity Nesting *Special Characters*
Quotation Marks Wildcards Ignored

With Advanced Search, you can choose multiple terms to target results. The drop down menu allows you to choose terms in fields such as title, author, type of publication, subject, etc. You can use “operators” AND, OR, and NOT to help narrow your search.

Full text documents
 Peer-reviewed journals
 Document Contains Images
 Leveled documents

Publication date(s)
 All Dates Before On After Between

Content type
 Select All Deselect All
 Academic Journals Audio Biographies Case Overview
 Creative Works Critical Essays Images Magazines
 News Plot Summary Primary Sources Reference
 Videos Websites

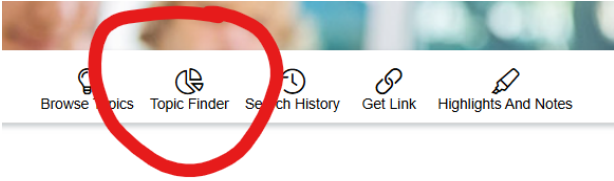
Document type

Content level

Lexile measure

Lexile measure

Scroll down to select search limiters, publication dates, content type, document type, and reading level (Lexile measures).



Topic Finder is another way to search GALE. This is a VISUAL search that categorizes topics into subtopics. You can view by tiles or a wheel. This is especially helpful if you are working in groups and need to divide up the topic. Or, if you are writing an essay and organizing your body paragraphs. You can use topic finder after you enter your topic into the search bar.

Visualization: Tiles Wheel



Visualization: Tiles Wheel



Once you find a resource, there are several helpful tools to use:

The screenshot shows the Gale In Context High School interface. At the top, there is a search bar with 'Search...' and 'Advanced Search' options. Below the search bar, a navigation path reads 'Home > Browse Topics > Anime and Manga > Reference > Document'. A red box highlights a toolbar with icons for 'Cite', 'Send To...', 'Download', 'Print', 'Get Link', and 'Highlights And Notes (0)'. The main content area is titled 'History of Manga'. Below the title, there are three informational icons: a pencil icon for 'Date: 2022', a document icon for 'From: Gale In Context Online Collection' and 'Publisher: Gale, part of Cengage Group', and an information icon for 'Document Type: Topic overview', 'Length: 1,216 words', 'Content Level: 12 (Level 4)', and 'Lexile Measure: 1280L'. Below the text, there is a toolbar with icons for 'A-Z', 'A-', 'A+', 'A', and a speaker icon. A red box highlights this toolbar. The main text begins with 'Manga, literally "whimsical pictures," is the Japanese term for comics and graphic novels. The term is used throughout the world to refer to works created in Japan, many of which have unique characteristics that draw upon the country's rich artistic traditions. The term "manga" may also refer to comics and graphic novels created in the distinct style of Japanese comics, even though they may have originated in other countries or by non-Japanese artists.' Below the text, there is a sidebar with a 'Hide' button and a section titled 'CRITICAL THINKING QUESTIONS' with two bullet points: 'How did both Japanese and foreign sources influence the evolution of manga?' and 'How did Japanese manga change from before World War II to after the war?'. On the right side, there is an 'EXPLORE' section with 'More Like This' and 'Article Contents'.

Cite: generates citations for reference page.

Send to: emails or exports the article

Download: saves to your device for future use

Get link: share results with others

Highlights and Notes: highlight information you want to use and take notes in the text box. Your information will be saved when you download, print, share link, etc.

Accommodations also include the ability to **translate, increase or decrease font, adjust settings, and read out loud.**

Keep in mind features like notes DO NOT automatically save in the database. Make sure you download your resources to save.