Global Issues In Context
Search Tips

Designed to support global awareness and cultural studies, *Global Issues In Context,* ties together a wealth of authoritative content that empowers students to critically analyze and understand the most important issues of the modern world.

On the homepage, you will find the following options for browsing the resource:

SPOTLIGHTED TOPICS

There are five 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.

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.

BROWSE CATEGORIES & TOPICS

The categories and topics featured in *Global Issues In Context* are arranged into eight 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. You can see all topics from the **Browse Topics** link in the banner.

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.
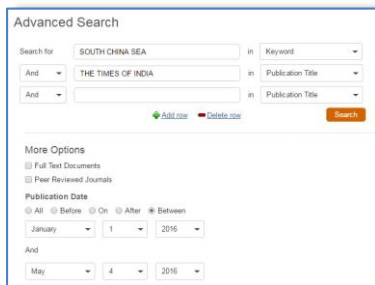
ADVANCED SEARCH

Global Issues 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 three areas of hand selected content:

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:** Essays hand selected by Gale's expert editorial team to help discovery of related content.

Based on available content, topic pages may also include:

Global Viewpoints: Opinion based articles framing issues from different perspectives.

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

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

Statistics: Interactive and static graphs, tables, and charts providing empirical data supporting the different pro/con arguments.

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

News, Magazines, and Academic Journals: Articles from full-text international sources.

Websites: Curated from the open web and vetted by our Editorial staff, websites that provide further research and context to the topic.
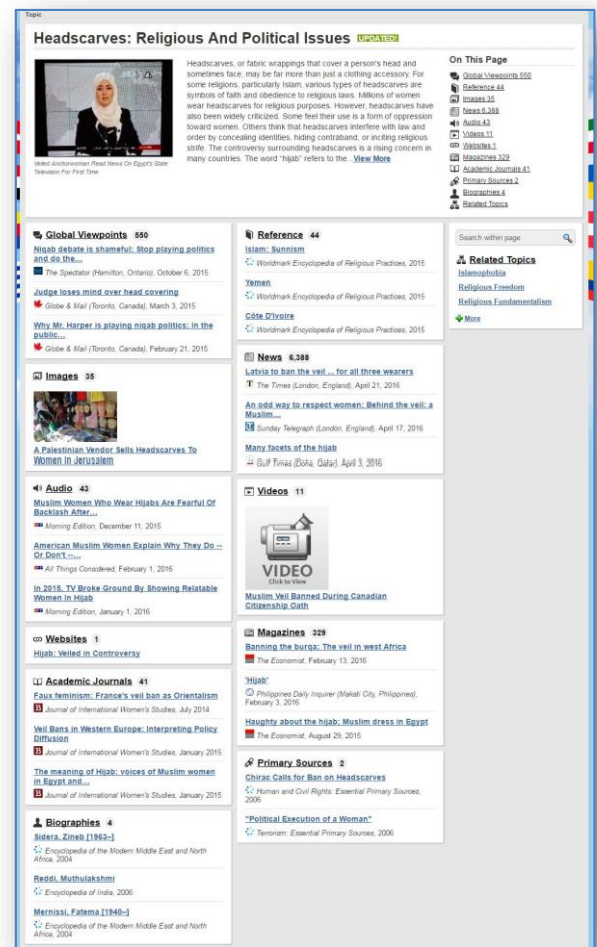
SEARCH RESULTS

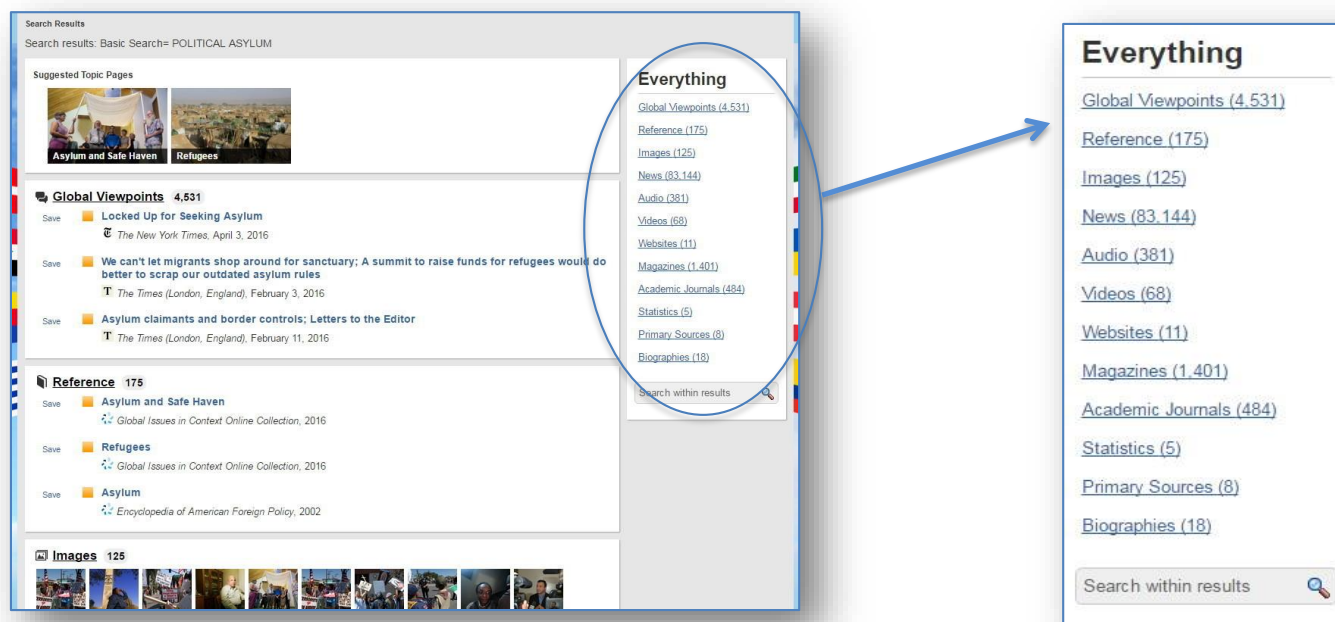In some cases, your search will not find a matching Topic Page, but the system will still display search results matching your terms. Your results will be grouped by the same categories found in topic pages.

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 Google Drive or 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 different sharing technologies such as Facebook, Twitter, and MANY more.

Translate: Translate the open document into different languages including Spanish, French, Chinese, Arabic and many more. Please note that this is a machine translation.
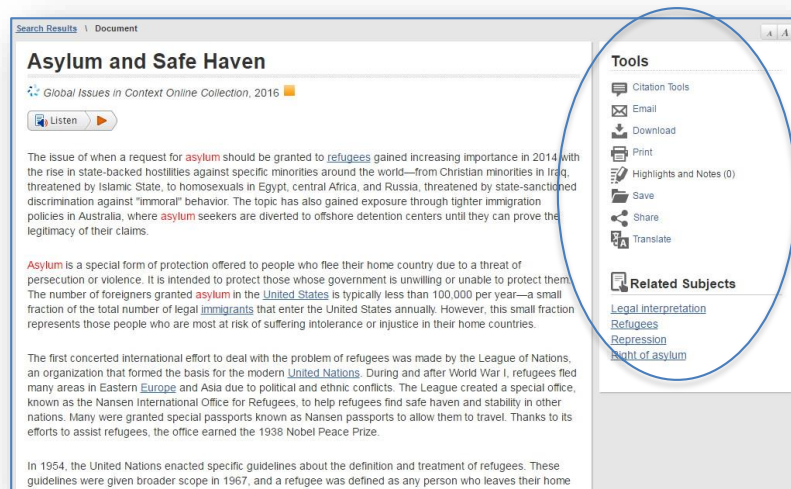
LISTEN

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, etc. You may add it your favorites list and/or e-mail it.
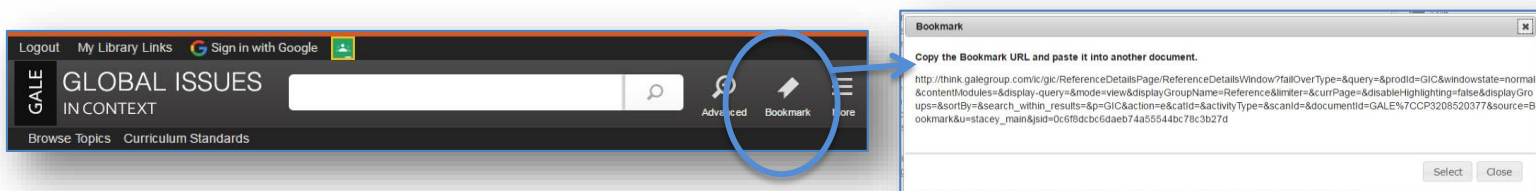
Select **More** from the banner to access other tools such as:

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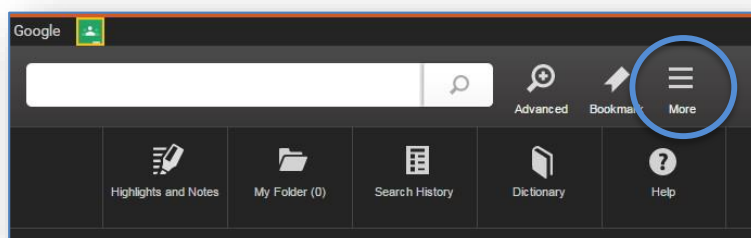
GOOGLE TOOLS

Two Google tools have been integrated into *Global Issues In Context*: Google Drive and Google Classroom. For more on these tools, please refer to our tip sheets and tutorials for Google Tools at www.gale.com/training.

If you require further assistance with *Global Issues In Context*, please ask your librarian.

Please note, *Global Issues 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.