



Junior Reference Collection Tip Sheet

The **Junior Reference Collection** is a comprehensive, cross-curricular research tool for schools and libraries.

Scope/Content:

Junior Reference Collection features the U*X*L products *U*X*L Biographies*, *U*X*L Junior DIScovering Authors*, *U*X*L Junior Worldmark*, *U*X*L Science*, and the *Junior Worldmark Encyclopedia of World Cultures*. In partnership with Merriam-Webster, Inc., the *Junior Reference Collection* provides access to *Merriam-Webster's Collegiate Dictionary, Tenth Edition*, *Merriam-Webster's Biographical Dictionary*, and *Merriam-Webster's Geographical Dictionary*, making it a complete reference resource.

Sources:

- ◆ Nearly 8,000 reference documents from U*X*L sources
- ◆ About 8,000 photographs and illustrations
- ◆ More than 50 video and audio clips
- ◆ Three complete Merriam-Webster's resources: *Collegiate Dictionary, Tenth Edition*, *Biographical Dictionary*, and *Geographical Dictionary*
- ◆ E-mail capability for document delivery
- ◆ U*X*L Biographies
- ◆ U*X*L Junior Discovering Authors
- ◆ U*X*L Science
- ◆ U*X*L Junior Worldmark
- ◆ Junior Worldmark Encyclopedia of World Cultures
- ◆ *U*X*L Multicultural*, featuring additional documents and timeline entries
- ◆ Asian American Almanac
- ◆ Asian American Chronolog

Updates: Quarterly

Getting Started:

Select **Junior Reference Collection** from the list of databases.

Search Options:

The primary focus of the **Junior Reference Collection** is to provide students with a single place to begin the research process. Search paths are distinguished by subject area--- People, Places, Subjects, Authors, Books, Timeline---and the results are categorized by document type---Overview Essay, Biography, and Timeline Entry. A full-text search of the database is also available when less-focused results are desired. These various search paths have been designed to assist you in locating information quickly:

People	Searches the entire Junior Reference Collection or, if personal data search criteria are selected, only <i>U*X*L Biographies</i>
Places	Searches the entire Junior Reference Collection or only the nations, states, and provinces essays featured in <i>U*X*L Junior Worldmark</i>

Subjects	Provides a list of topics that match your search term. Selecting one of the subjects will launch a search across the entire Junior Reference Collection for documents on that subject
Authors	Searches the entire Junior Reference Collection or, if personal data, genre, or theme criteria are selected, only <i>U*X*L Junior DISCovering Authors</i>
Books	Searches <i>U*X*L Junior DISCovering Authors</i> for information on books that meet your search criteria
Timeline	Searches <i>U*X*L Science</i> for milestones in science, technology, and medicine through the ages
Custom Search	Allows you to use search operators (and, or, not) to broaden or narrow your search and to search specific document types: Overview Essays, Biographies, and/or Timeline Entries
Full-text Search	"What Do You Want To Know?" type-in boxes on various screens allow you to search for specific terms across the entire Junior Reference Collection
Dictionaries	Gives you access to three invaluable reference tools: <i>Merriam-Webster's Collegiate Dictionary, Tenth Edition</i> , <i>Merriam-Webster's Biographical Dictionary</i> , and <i>Merriam-Webster's Geographical Dictionary</i>

Main Menu Screen:



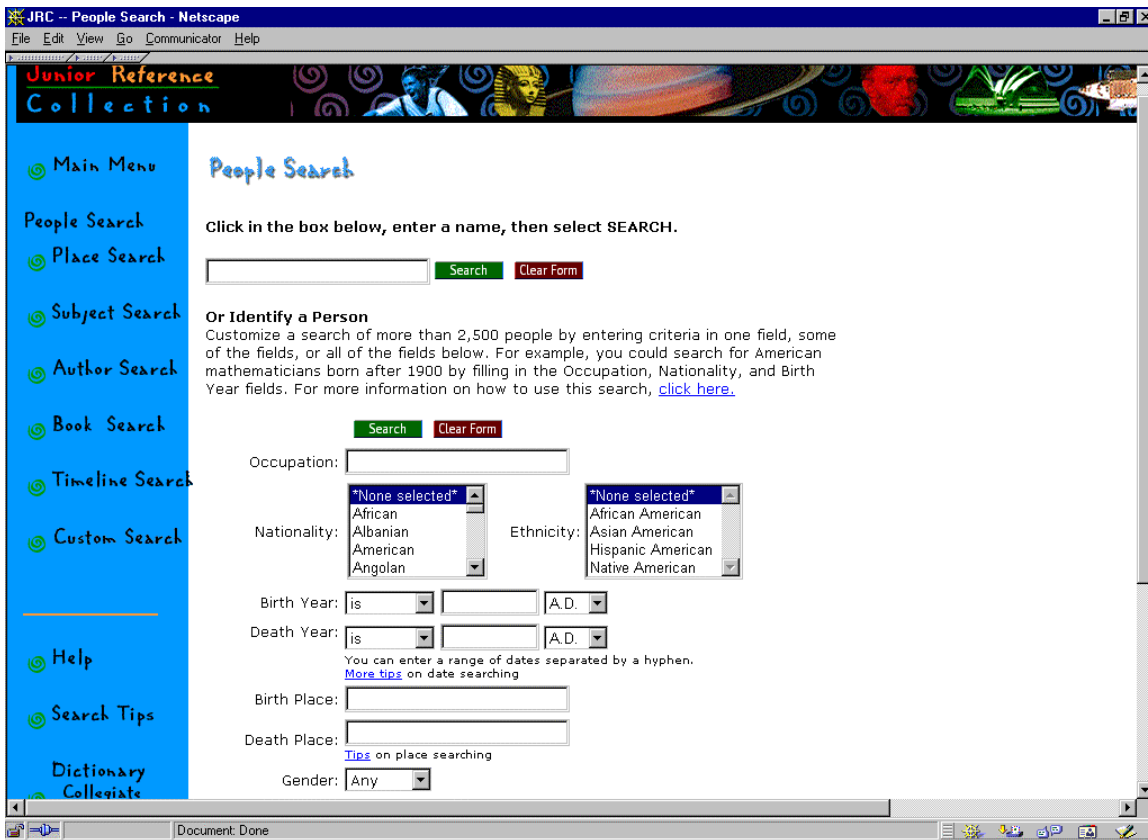
People Search:

Entering a person's partial or complete name or variant name or pseudonym in the search box at the top of the **People Search** screen will allow you to search for any instances of that person's name across the entire **Junior Reference Collection**.

Your search results will be grouped by document type: Overview Essays, Biographies, and Timeline Entries. Overview Essays will be arranged by relevancy to the search term, with the most relevant documents at the top of the lists. Biographies will be arranged in alphabetical order. Timeline Entries will be arranged in chronological order, with the most recent article at the top of the list.

The source for each of the documents, for example, "Biography in *U*X*L Biographies*," will appear beneath the document title.

If you want to view more results of a particular document type, click the "View more..." text that corresponds to that document type. You will find this text just to the right of the name of the document type (for example, Overview Essays). A results list will appear that consists only of Overview Essays, Biographies, or Timeline Entries, depending on your selection. You have the option of returning to the original results list (consisting of all three document types) by clicking the "View all types" button that appears at the bottom of the screen.

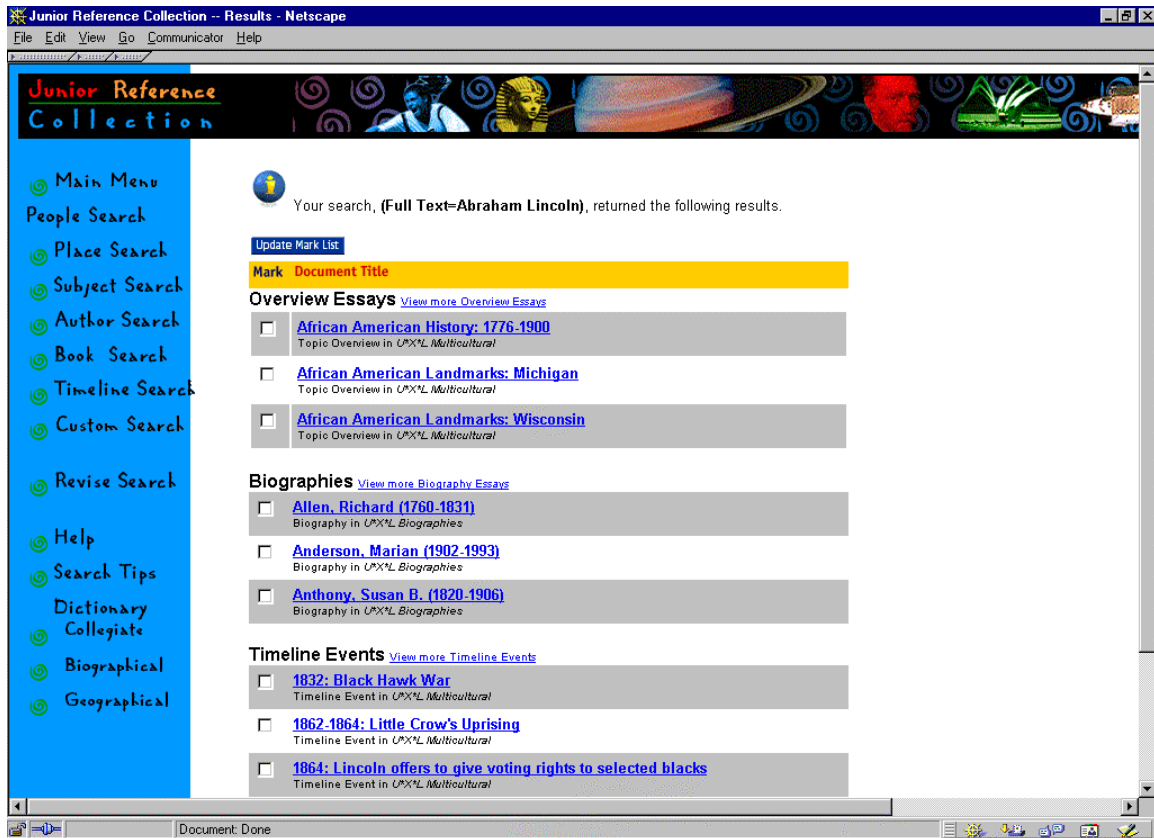


Let's try a **People Search**

1. Type **Abraham Lincoln** in the search box.
2. Click Search.

The search results included overview essays, biographies, and timeline events. You can click "view more" to see more results in each category.

People Search Result Screen:



Identify a Person Search

The **Identify a Person Search** also allows you to perform highly targeted searches on the Biographies to identify individuals who match certain search criteria. You can select one, two, or all terms on the screen for searching. Below is a list of items available for the Identify a Person Search:

- ◆ Occupation
- ◆ Nationality
- ◆ Ethnicity
- ◆ Birth and Death Year Searches
- ◆ Gender
- ◆ Subject

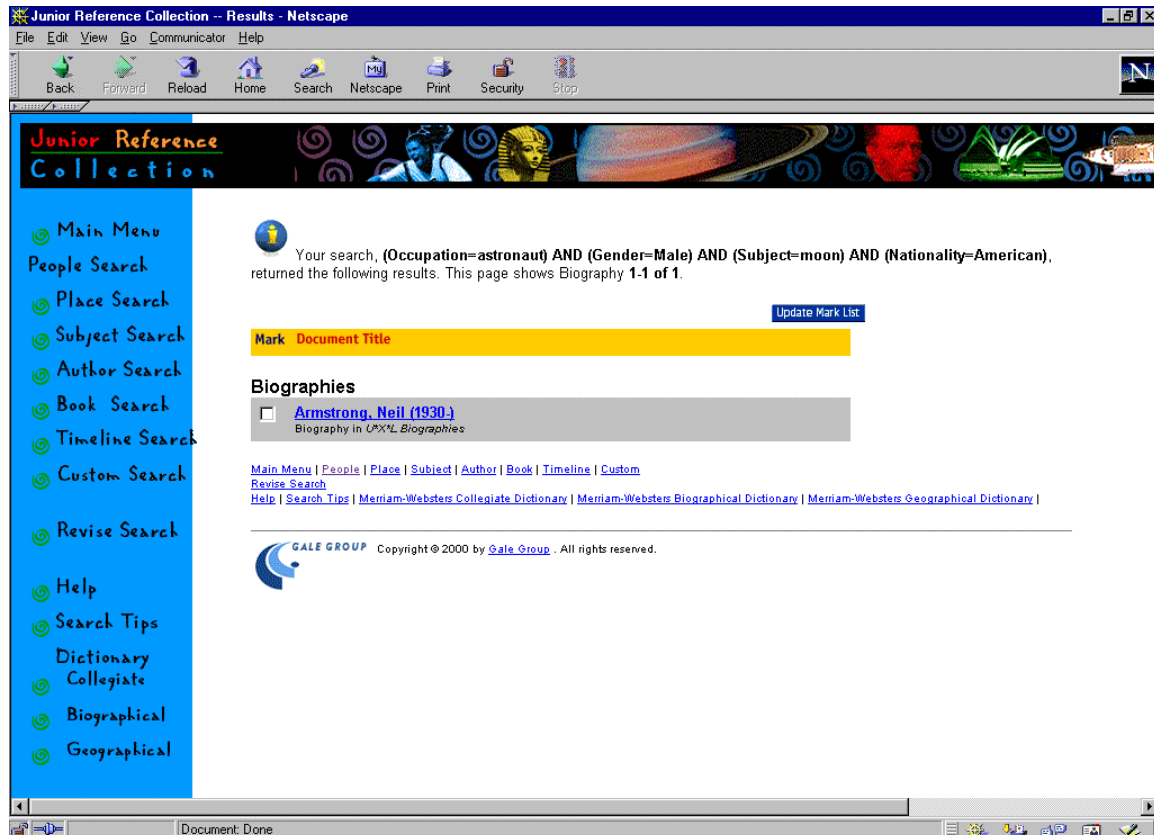
The Identify a Person Search will return only Biography documents, arranged in alphabetical order. The source for each documents, for example, "Biography in *U*X*L Biographies*," will appear beneath the title.

Let's Try an **Identify a Person Search**

1. Type **astronaut** in the occupation box.
2. Select American as the nationality.
3. Select male Gender.
4. Type **moon** in the subject search box.
5. Click Search.



Results yield one Biography for Neil Armstrong, the first man to walk on the moon.



Places:

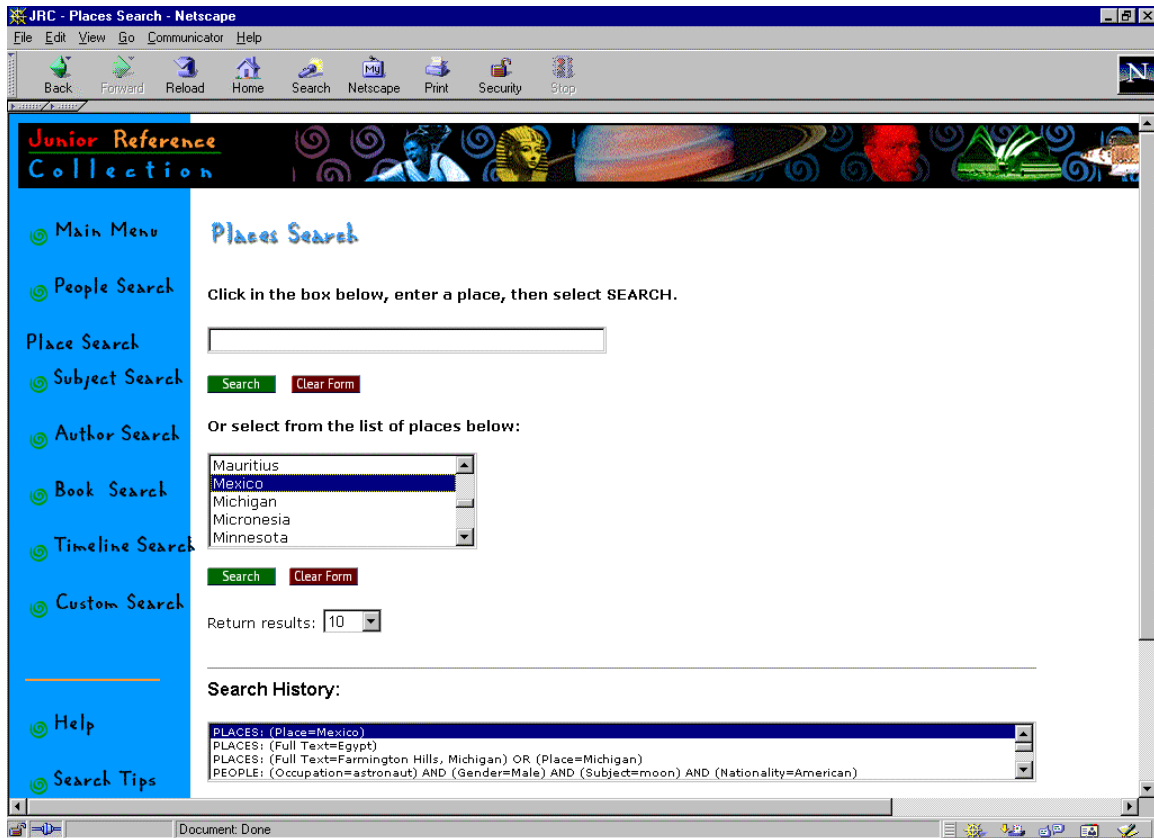
Entering the name or partial name of a place in the search box at the top of the **Place Search** screen will allow you to search for any instances of that place name across the entire **Junior Reference Collection**. Your search results will be grouped by document type and arranged according to the standard arrangement of documents as outlined earlier.

Select a Place allows you to choose from a list of the nations, states, and provinces featured in the Geography database of the **Junior Reference Collection**. By selecting a place from the list, only Overview Essays will be returned, arranged by relevancy to the search term, with the most relevant documents at the top of the list.

Let's try a **Place Search**

1. Select **Mexico** from the pull-down menu of places.
2. Click Search.

Place Search Screen:



The results yielded two Overview Essays, one on Mexico the country and one on New Mexico, the state. The database searched for any instances of the place name Mexico across the entire *Junior Reference Collection*.

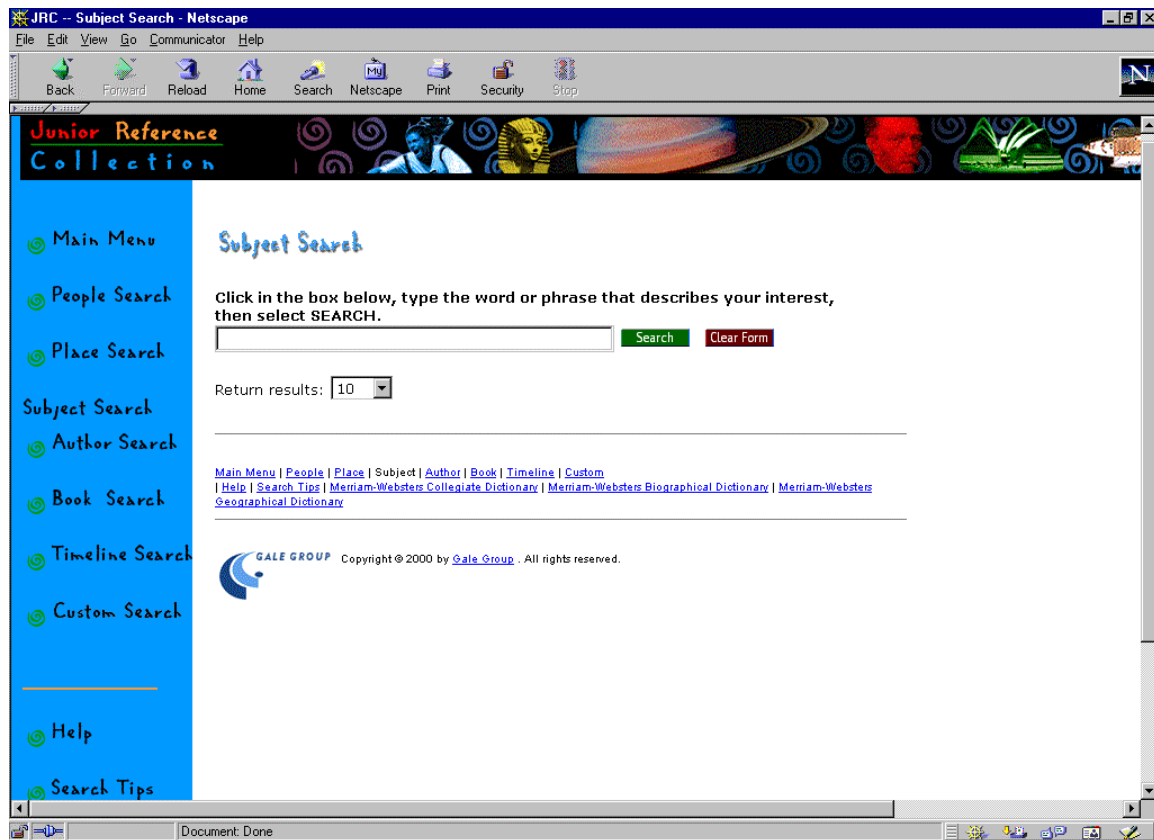
Subject Search

The *Junior Reference Collection* features a comprehensive subject guide to help you conduct research by topic. It's usually best to search for only one or two words. If you enter more than one word, enter the most important word first, even if that looks backwards. The following table illustrates the kinds of words and short phrases that are listed as subjects:

Subject Field	Examples	Comments
Subject headings	Earthquakes Baseball players	If the singular form doesn't work, try a plural
People	Sammy Sosa Madeleine Albright	
Places	Amazon River Italy	
Events	Persian Gulf War Olympics	
Organizations	American Indian Movement National Urban League	



Subject Search Screen:



Subject Search results

Once you have filled in your search term and selected Search, a results page will appear. If your search has been successful, you'll see on the left side of the screen a portion of the Subject Guide; on the right side of the screen you'll see a list of documents that meet your search term. The Subject Guide lists all subjects in which the term for which you searched occurs. To select a narrower topic in the Subject Guide, select its link. To select one of the documents, select its link. Below are some tips on using the Subject Guide:

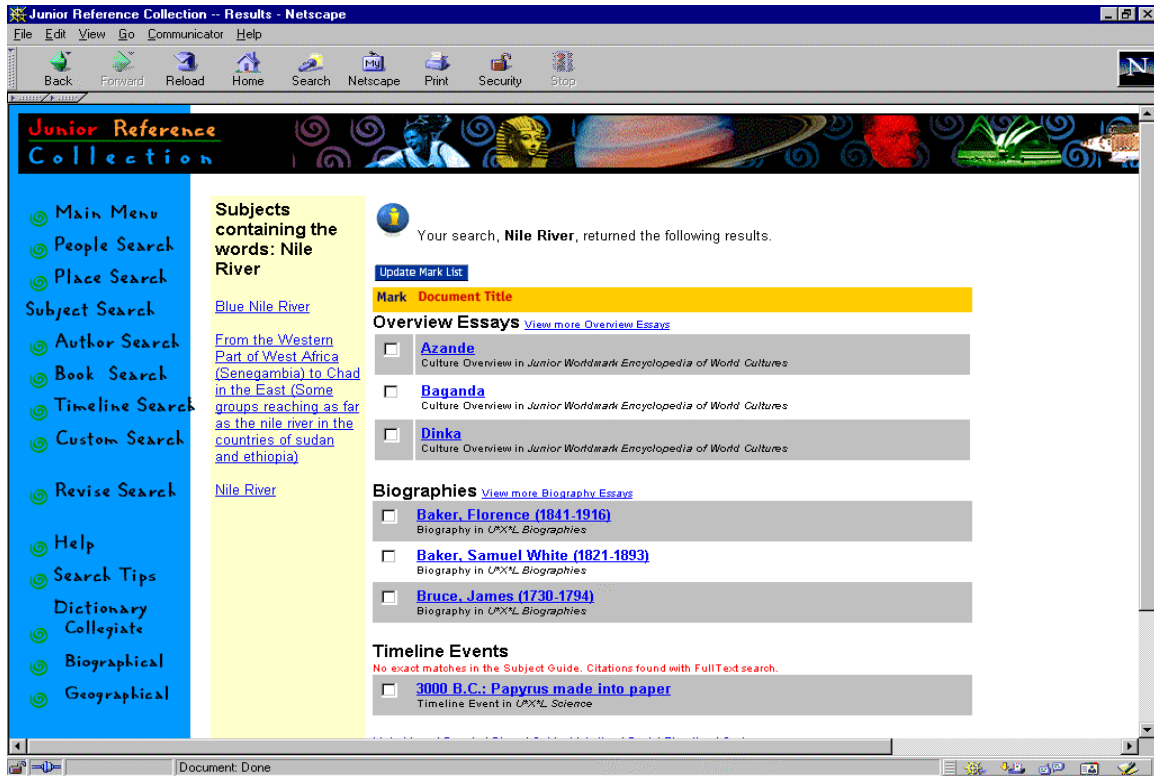
- ◆ Selecting a main Subject Guide term will result in a list of documents from which to choose
- ◆ Selecting a "See also related subject" link will result in another Subject Guide with narrower topics relating to your subject; on the right of the screen will be a list of more focused documents from which to choose
- ◆ Sometimes, if your term does not appear as a Subject, a similar term will be presented

Let's try a **Subject Search**

1. Type **Nile River**.
2. Click Search.

Results yielded a list of subjects containing the words Nile River on the left side of the screen and Overview Essays, Biographies, and Timeline Events on the right as shown in the following results screen.

Subject Search Results Screen:



Junior Reference Collection -- Results - Netscape

File Edit View Go Communicator Help

Back Forward Reload Home Search Netscape Print Security Stop

Junior Reference Collection

- Main Menu
- People Search
- Place Search
- Subject Search
- Author Search
- Book Search
- Timeline Search
- Custom Search
- Revise Search
- Help
- Search Tips
- Dictionary Collegiate
- Biographical
- Geographical

Subjects containing the words: Nile River

[Blue Nile River](#)

[From the Western Part of West Africa \(Senegambia\) to Chad in the East \(Some groups reaching as far as the Nile River in the countries of Sudan and Ethiopia\)](#)

[Nile River](#)

Your search, **Nile River**, returned the following results.

[Update Mark List](#)

Mark	Document Title
<input type="checkbox"/>	Azande Culture Overview in <i>Junior Worldmark Encyclopedia of World Cultures</i>
<input type="checkbox"/>	Baganda Culture Overview in <i>Junior Worldmark Encyclopedia of World Cultures</i>
<input type="checkbox"/>	Dinka Culture Overview in <i>Junior Worldmark Encyclopedia of World Cultures</i>

Overview Essays [View more Overview Essays](#)

Biographies [View more Biography Essays](#)

<input type="checkbox"/>	Baker, Florence (1841-1916) Biography in <i>UPXXL Biographies</i>
<input type="checkbox"/>	Baker, Samuel White (1821-1893) Biography in <i>UPXXL Biographies</i>
<input type="checkbox"/>	Bruce, James (1730-1794) Biography in <i>UPXXL Biographies</i>

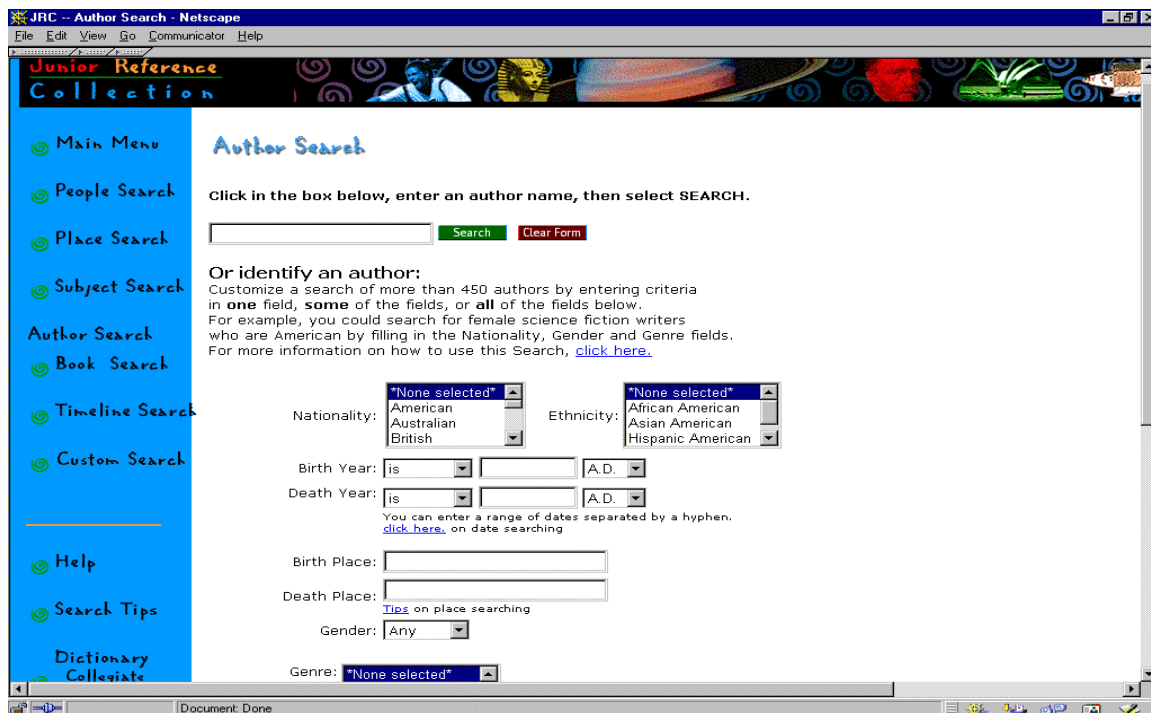
Timeline Events

No exact matches in the Subject Guide. Citations found with FullText search.

<input type="checkbox"/>	3000 B.C.: Papyrus made into paper Timeline Event in <i>UPXXL Science</i>
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Author Search

Entering an author's partial or complete name or variant name or pseudonym in the search box at the top of the **Author Search** screen will allow you to search for any instances of that author's name across the entire **Junior Reference Collection**.



JRC -- Author Search - Netscape

File Edit View Go Communicator Help

Junior Reference Collection

- Main Menu
- People Search
- Place Search
- Subject Search
- Author Search
- Book Search
- Timeline Search
- Custom Search
- Help
- Search Tips
- Dictionary Collegiate

Author Search

Click in the box below, enter an author name, then select **SEARCH**.

[Search](#) [Clear Form](#)

Or identify an author:
Customize a search of more than 450 authors by entering criteria in **one** field, **some** of the fields, or **all** of the fields below.
For example, you could search for female science fiction writers who are American by filling in the Nationality, Gender and Genre fields.
For more information on how to use this Search, [click here](#).

Nationality: Ethnicity:

Birth Year: is A.D.

Death Year: is A.D.

You can enter a range of dates separated by a hyphen. [click here](#), on date searching

Birth Place:

Death Place: [Tips](#) on place searching

Gender:

Genre:



Identify an Author Search

The **Identify an Author Search** also allows you to perform highly targeted searches on the Author Biographies to identify authors who match certain search criteria. You can select one, two, or all terms on the screen for searching. Below is a list of items for the Identify an Author Search:

- ◆ Nationality
- ◆ Ethnicity
- ◆ Birth and Death Year
- ◆ Birth Place and Death Place
- ◆ Gender
- ◆ Genre
- ◆ Theme

The Identify an Author Search will return only Author Biography documents, arranged in alphabetical order with the source listed.

Let's try an **Identify an Author Search**

1. Select **Canadian** nationality from the pull-down list.
2. Select **plays** from the genre list.
3. Click search.

The results returned three Canadian authors who wrote plays.

Book Search

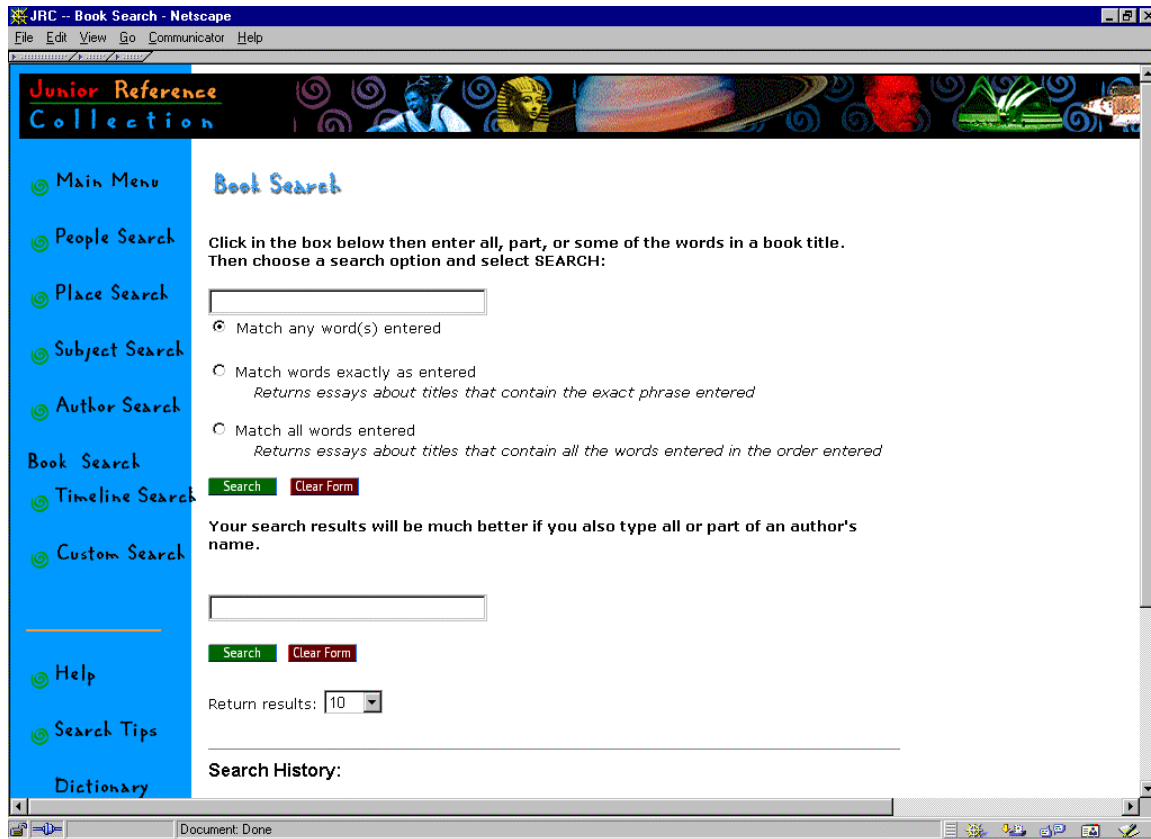
The **Book Search** allows you to search the Author Biography and Plot Summary databases for titles based on all, part, or some of the words entered in the Book Search field. You may select from three types of search options:

Search Options	Description of Search	Examples of Search Term(s)
Match any word(s) entered [Default]	Searches for titles containing ANY, SOME, or ALL the words entered	<ul style="list-style-type: none"> • 2001 • Wizard • Mars
Match words exactly as entered	Searches for titles containing the EXACT PHRASE entered	<ul style="list-style-type: none"> • Julie of the Wolves • The Stand • Mango Street
Match all words entered	Searches for titles containing ALL the words entered IN THE ORDER they are entered	<ul style="list-style-type: none"> • Island Blue Dolphins • House Clock Walls • Martin Luther King

Your search results will be grouped by two document types: Overview Essays (plot summaries of books) and Biographies.

Your search will be much better if you also type all or part of an author's name.

Book Search Screen:



JRC -- Book Search - Netscape

File Edit View Go Communicator Help

Junior Reference Collection

Main Menu

People Search

Place Search

Subject Search

Author Search

Book Search

Timeline Search

Custom Search

Help

Search Tips

Dictionary

Book Search

Click in the box below then enter all, part, or some of the words in a book title. Then choose a search option and select SEARCH:

Match any word(s) entered

Match words exactly as entered
Returns essays about titles that contain the exact phrase entered

Match all words entered
Returns essays about titles that contain all the words entered in the order entered

Search Clear Form

Your search results will be much better if you also type all or part of an author's name.

Search Clear Form

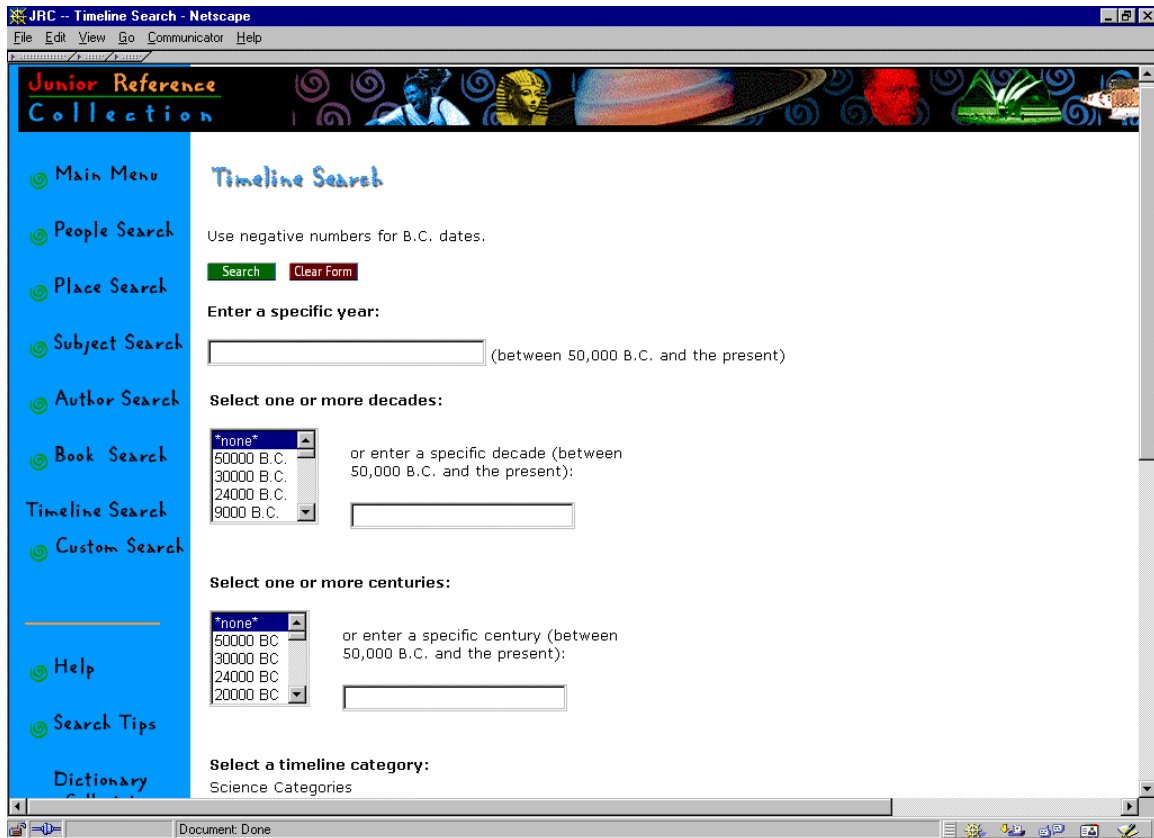
Return results: 10

Search History:

Timeline Search

Through the **Timeline Search** you can search the Science database for milestones in science, technology, and medicine through the ages. You can search by specific year, one or more decades, or one or more centuries, select a timeline category (such as Aerodynamics) from a pull-down list, or search for a word or phrase (such as Computers) across the entire timeline. The Timeline Search will return only Overview Essays, arranged in chronological order.

Timeline Search Screen:



Let's try a **Timeline Search**

1. Select **robotics** from the pull-down list under **Select a Timeline Category**.
2. Click Search.

Results returned were two timeline events.

Custom Search

The **Custom Search** allows you to broaden or narrow your search in two ways, by using search operators (and, or, not) and by searching only specific document types (Overview Essays, Biographies, and Timeline Entries).

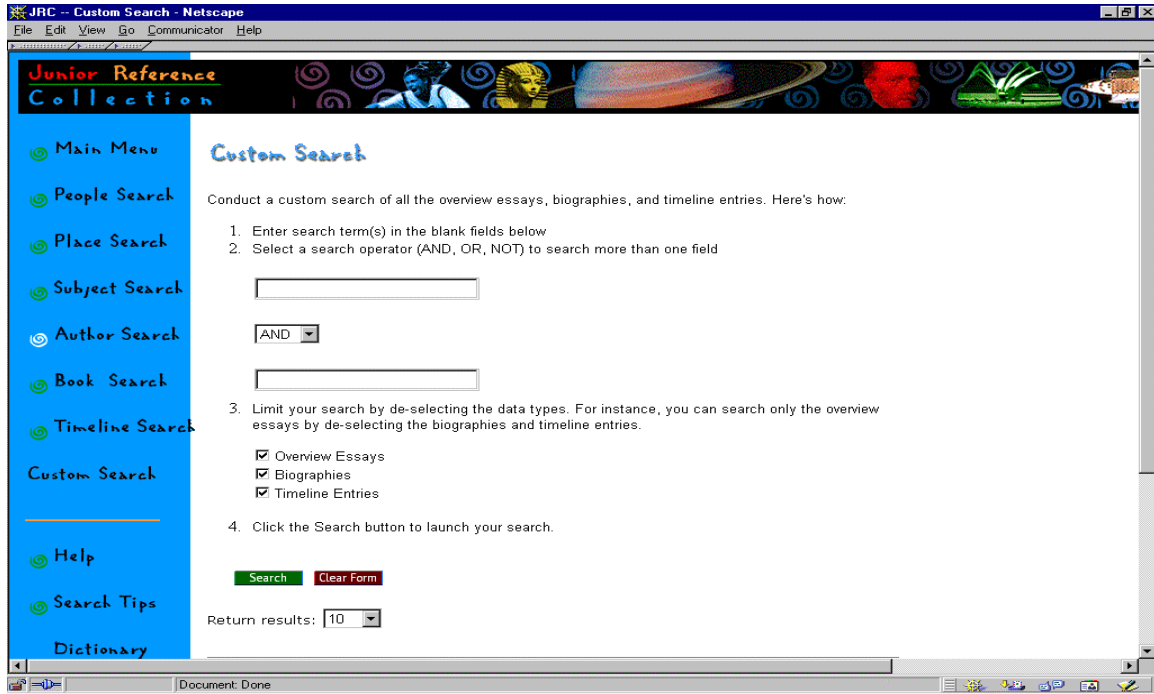
Search Operators

To tailor your searches using search operators, enter a search term in the first box, select an operator that matches your desired search, then enter a search term in the second box. The search operators and how they work are explained in the following box:

Search Operators	Description of Search
AND [Default]	Search will be expanded to include BOTH terms in the boxes
OR	Search will be expanded to include EITHER or ALL of the terms in the boxes
NOT	Search will be limited to include ONLY the term in the first box and NOT the term in the second box.



After you have set up your search, you may wish to additionally limit your search by document type. Your search results will be grouped by the three document types: Overview Essays, Biographies, and Timeline Entries or the specific ones you selected.



Let's try a Custom Search

1. Type **computers** in the first search box and **Internet** in the second search box.
2. Only check Overview Essays and Timeline Events.
3. Click Search.

The following screen shows the results returned: Overview Essays and two Timeline Events.



Search History

Search history will be displayed in a list box at the bottom of the search screen. Search terms are captured when you enter a term and the Search button is clicked. Terms are also captured when you select a term from the Subject Guide. Scroll down the list to see search history. To execute a search from the list, select the search term and click the "Search" button next to the Search History box. There will be one history list for the entire product, not one for each search path. Search history is automatically cleared when you time out of a session. You may also clear the search history by clicking the "Clear history" button next to the Search History.

Mark List:

The Junior Reference Collection allows you to mark documents that you find especially helpful or interesting in order to create a personalized citation list. Documents may be selected from a results list by checking the box to the left of the citation, or while viewing a document by clicking on the Add to Mark List button on the sidebar. When marking documents in the results list, you must click on Update Mark List before proceeding to another screen to save your selections. After selecting one or more documents, you may view your citation list by clicking on the View Mark List button on the sidebar. To remove a document from your mark list, simply deselect the box to the left of the citation, or click on the Remove from Mark List sidebar button while in the document.

Retrieving Articles:

When you're viewing a document, you can choose to print it or e-mail it to yourself. The print or e-mail links are in the Sidebar.

InfoMarks:



An InfoMark at the top of any page indicates that the URL of the page persists even when the session is over. Persistent URLs can be bookmarked for future reference or copied into an electronic mail message or onto a Web page. Use your browser to save the page as a bookmark.

One common use for InfoMarks is to create a predefined search. Any combination of searching and limiting that produces results can be saved. Each time the saved link is selected, the search will be run anew, so the results are always fresh. To create a predefined search, save the URL at the Result List page, the page with a list of matching documents.

Saving a Result List page provides a link to the list with the most recent count of matches. Saving a Mark List page provides a link to a list of selected articles. InfoMarks should be reasonably stable, but keep in mind that the journal selection and negotiated rights (for text and/or full content display) in a collection can change without notice. It's a good idea to verify your saved links from time to time.

Important: Anyone who uses a saved URL must have access to GaleNet and to the product from which the URL came. Users who have access to GaleNet but not the product from which the URL came will see the following message: This InfoMark specifies a database that is not on your current subscription list.

For more information about Junior Reference Collection check out the **Help feature located in the blue area on the left-hand side of the database.