

## Points of View Reference Center - Basic Searching

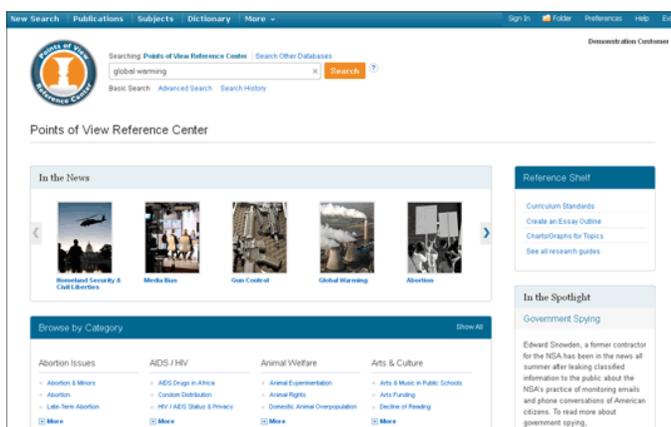
The Home Page is a starting point for using *Points of View Reference Center*. From the Home Page you can perform a keyword search, browse by category, or browse topics in the news.

The *Reference Shelf* area (located on the right-hand column of the Home Page) provides information and guidance for students conducting research for an essay, as well as a Curriculum Standards tool for educators.

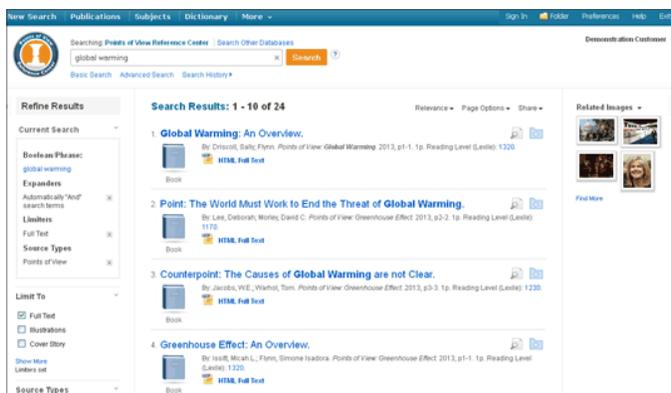
Also located on the Home Page is an *In the Spotlight* box, which features a topic of interest that is rotated on a regular basis.

### To conduct a Basic Search from the Home Page:

1. Enter your search terms in the search box and click **Search**.



2. A Result List displays.



3. Click on the title to view the article details screen, or click the full-text link to view the complete article. Hover your cursor over the preview



icon to view article details, or click the folder



icon to save the article to your personal folder.

#### Notes:

- The search box is displayed above the result list. Your search terms, limiters, and expanders are retained.
- To revise your search, you can apply the limiters under **Refine Results**. Click the **Show More** link to view all available limiters and expanders.
- If you click the **Points of View Reference Center logo**, you are returned to the Home Page with your search terms *cleared* and search parameters *reset*.
- If you perform a keyword search while viewing a *Points of View Reference Center Category*, *Points of View Reference Center* searches the entire database — your results are not limited to the Category selected.
- If you click the **Advanced Search** link, you are taken to the Advanced Search Screen with your search terms *carried forward*.

