

MeL eResources Worksheet – Using Facets & Features

1. Using previous exercise – **Subjects and Keywords**, narrow your search using the **Features and Functionality At-A-Glance** guide.

Number of search results after initial search _____.

2. Use the following to narrow your search: **Full Text, Publication Date, Source Type, Show More features, and Relevance**.

Number of search results narrowing your search, using the above criteria _____.

- A. Use the **Preview** feature to review individual results and make relevant selections.
- B. **Save** the relevant selections to a **Folder**.
- C. Review the Articles in your Folder.
- D. Review and demo **HTML** of one of the selections.
 - a. **Change the Language** – and change back to English.
 - b. Use the **Text to Speech** feature.
 - c. Find the **Citation**.
 - d. Find the **Permalink**.
 - e. **Email** the article to yourself and review it.
- E. Review and demo the **PDF** of one of the selections.
 - a. What is the **Source**? _____
 - b. **Date of Publication**? _____
 - c. Find **Permalink**.
 - d. Find the **Citation**.
 - e. **Email** the article to yourself and review it.
 - f. If the Publication has **“Chapters”**, explore additional articles.