

NURSING RESOURCE CENTER **NAVIGATION GUIDE**

ABOUT NURSING RESOURCE CENTER

Nursing Resource Center (NRC) supports nursing programs at two-year community colleges, four-year colleges and vocational education high schools, as well as public libraries nationwide. Our newest resource center offers premier supplemental reference material geared to the education and research needs of nursing students. It provides relevant, current information on nursing topics presented in an easy-to-use interface.

Building on Gale's reputation for providing award-winning health materials, ***Nursing Resource Center*** fills the void of an online resource for beginning LPN, LVN, ADN, RN, and BSN students nationwide. Created in close collaboration with nursing instructors and students and the librarians that support them, ***Nursing Resource Center*** takes textbooks and curricula into account and presents students with information that mirrors the "nursing process" — a workflow that organizes how students diagnose, treat and care for patients — as it is taught in the classroom.

Nursing Resource Center offers students:

- **Ease-of-Use** — For students who need information fast, there are three sure-fire search methods and intuitive results tabs that deliver the right results STAT.
- **Convenience** — Users can assess this resource from anywhere with an internet connection, 24/7 – long after the library has closed. And it's perfect for distance learning programs! Plus, the online textbooks can save students from having multiple textbooks to lug around.
- **On-site Help** — Students at internships or in a clinical rotation or preparing for Skills Labs can access this online resource for quick assessment and consultation.
- **Homework Help** — Students have access to cross-searchable resources. In addition, multimedia content can supplement and enhance learning by helping students better understand the information.
- **Test Preparation** — This is the ideal resource for students preparing to take the NCLEX-PN or the NCLEX-RN. Students may use Nursing Resource Center to reinforce classroom learning; double-check homework assignments; and find additional reading and authoritative articles for research work.

Nursing Resource Center is a premier information resource for nursing students across the United States. Available on the Gale PowerSearch platform, this resource brings together in one easy-to-use interface important titles from Gale and Macmillan and excellent, thorough nursing-specific texts from Thomson Delmar.

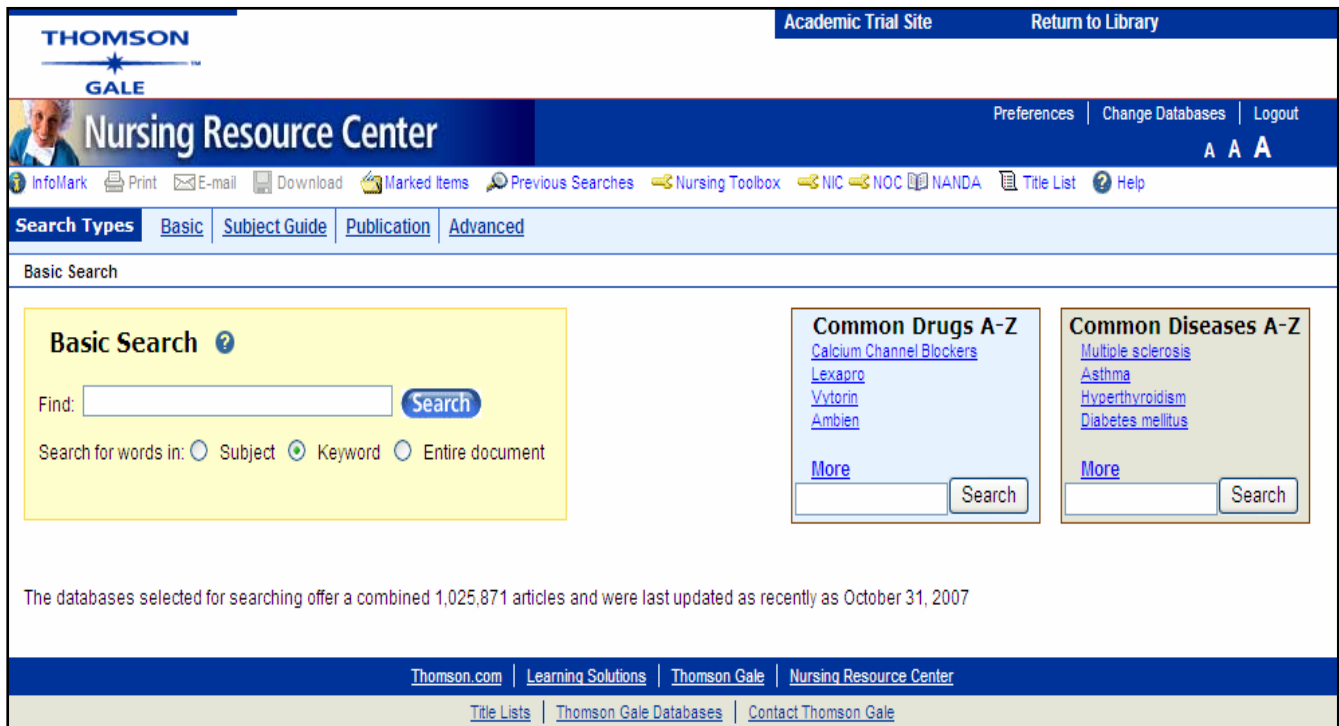
Additionally, relevant journal results from top publications in the field and animated depictions of the human anatomy complements the core reference texts from Gale and Delmar. The Nursing Resource Center provides authoritative information written in accessible language for students completing research papers and class assignments as they learn how to care for and treat patients.

A subscription to Nursing Resource Center comes with citations to journal articles. To get full-text journal articles, your library or institution must also subscribe to one of a select few Gale periodical collections – ask your sales representative for additional details.

Nursing Resource Center offers unequalled content that is geared to the education and research needs of nursing and allied health students. This comprehensive collection offers key information in various media types:

- More than 20 full-text reference books, including the Gale Encyclopedia of Nursing and Allied Health, Gale Encyclopedia of Medicine, the Encyclopedia of Public Health (Gale), Foundations of Basic Nursing (Delmar), Fundamentals of Nursing, Standards, and Practice (Delmar), Health Assessment and Physical Examination (Delmar), and Nursing Diagnoses: Definitions & Classifications 2007–2008 from NANDA International
- Citations to more than 900 journals in the field (full-text articles are available when your library or institution also subscribes to a Gale periodical database -- contact Gale Sales Assistance for more information)
- Over 200 animations from Blausen Medical's Human Atlas combine detailed medical drawings with audio elements to "bring to life" human anatomy and basic biological processes. All major body systems are covered as well as major procedures and operations
- Search results are sorted into tabs that follow the "nursing process" so that students can quickly find what they need. The tab names specify topics and group the information into categories that nursing students are likely to need: disease overviews, diagnostics, interventions, care plans, and so on.

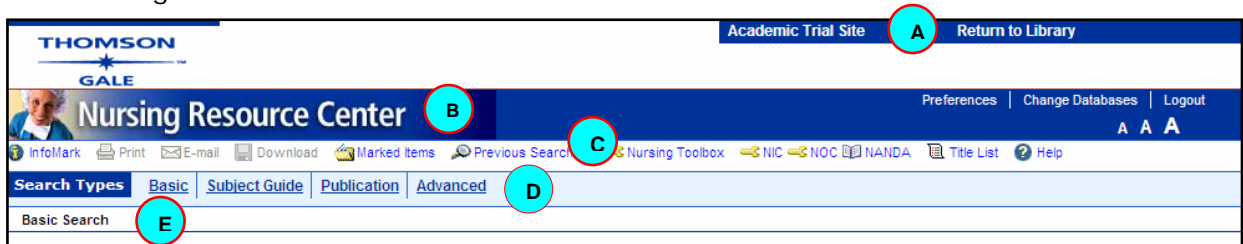
Note: Click the Title List link on the toolbar for a complete list of sources used in this collection



The screenshot shows the Thomson Gale Nursing Resource Center website. At the top, there is a blue navigation bar with the Thomson Gale logo on the left and links for "Academic Trial Site" and "Return to Library" on the right. Below this is a dark blue header with the "Nursing Resource Center" title and a user profile picture on the left, and links for "Preferences", "Change Databases", and "Logout" on the right. A toolbar contains various utility icons like "InfoMark", "Print", "E-mail", "Download", "Marked Items", "Previous Searches", "Nursing Toolbox", "NIC", "NOC", "NANDA", "Title List", and "Help". Below the toolbar are tabs for "Search Types" including "Basic", "Subject Guide", "Publication", and "Advanced". The main content area features a "Basic Search" section with a search input field and a "Search" button. It also includes two sidebars: "Common Drugs A-Z" with links to "Calcium Channel Blockers", "Lexapro", "Vytorin", and "Ambien"; and "Common Diseases A-Z" with links to "Multiple sclerosis", "Asthma", "Hyperthyroidism", and "Diabetes mellitus". At the bottom, a footer provides contact information and a note that the databases contain 1,025,871 articles last updated on October 31, 2007.

GETTING STARTED WITH THE DATABASE

Use the links found in the banner bars at the top of the page to navigate to product features. Any links that are "grayed out" are not available for the current page you are viewing. For example, some screens cannot be downloaded, so the **Download** link will appear dimmed and not be functional. You'll find five bars (or rows) similar to the sample screen images below



A = Library bar
B = Title bar
C = Toolbar
D = Search types bar
E = Breadcrumb trail

Library Bar

The library bar, at the top of the banner area, displays the Gale logo and a link to return to your library or institution's home page, if enabled. The library link (if present) may also feature a drop-down menu to other areas within your library or institution's Web site. Simply mouse over the library link to access specific library links such as "Ask a Librarian," "Library Catalog," or other options set by your library/institution.

Title Bar

The title bar, found on the banner of each page, contains links for setting session preferences, accessing a list of Gale databases, and logging out. In NRC, you can change the text size by clicking the small, medium or large letter **A** (found under the **Logout** link).

Toolbar

The toolbar, located between the title bar and the search types bar on the page banner, offers you a complete set of tools to help you use and retrieve the information you find.

Search Types Bar

The search types bar provides links to the types of searches available in this database: Basic, Subject Guide, Publication, and Advanced. It is one of the banner bars found at the top of most pages. You can find the search types bar below the toolbar and above the breadcrumb trail.

Breadcrumb Trail

As you search this collection, you'll see a "breadcrumb trail" appear directly below the search types bar in the banner area at the top of most pages. The breadcrumb trail shows where you are in your search by displaying the sequence of pages you have navigated. For example, if you started a Basic Search, viewed your search results, and selected a document, your path would show in the breadcrumb trail as:

Basic Search > Results > **Document**

Underlined terms are hyperlinks, and you may return to any previous page simply by clicking on the page name in the breadcrumb trail. The last link displayed is the page you are currently viewing and is not hyperlinked. The breadcrumb trail is reset whenever you start a new search.

BASIC SEARCH

Basic Search offers a straightforward way to search featuring a single search box, the choice of selecting from the most widely used search options.

The screenshot shows the Thomson Gale Nursing Resource Center interface. At the top, there are navigation links for 'Academic Trial Site' and 'Return to Library'. Below that, the 'Nursing Resource Center' header includes 'Preferences', 'Change Databases', and 'Logout'. A search types bar at the top left has 'Basic' selected, with other options being 'Subject Guide', 'Publication', and 'Advanced'. The main search area is titled 'Basic Search' and contains a 'Find:' input field, a 'Search' button, and radio buttons for 'Subject', 'Keyword', and 'Entire document'. To the right, there are two sidebars: 'Common Drugs A-Z' and 'Common Diseases A-Z', each with a list of terms and a 'More' link. At the bottom, a footer provides links to 'Thomson.com', 'Learning Solutions', 'Thomson Gale', and 'Nursing Resource Center', along with 'Title Lists', 'Thomson Gale Databases', and 'Contact Thomson Gale'.

Performing a Basic Search

Here's how to perform a Basic Search:

1. If you're not already at the Basic Search page, click **Basic** from the search types bar
2. Enter one or more words in the **Find** box
3. Select a search type by clicking one of the radio buttons below the **Find** box:
Subject, Keyword or Entire document
4. Click the **Search** button

You may use logical (Boolean) operators, proximity operators and wildcard (*, !, ?) characters in a Basic Search. Note that entering two or more search terms without any logical operators between terms is the same as using the N4 proximity operator. So that a search on cats dogs is the same as entering cats N4 dogs.

If your search is successful, you will see a results list page with citations matching your search criteria on the right-hand side of the page organized into tabs. You may also see a list of the subject terms most closely matching your search terms on the left-hand side of the page known as the Subject Guide sidebar.

If no results can be found, the system will display a message asking you to revise your search. The Clear Form button will erase anything you have typed on the screen and reset the page to its original state.

Basic Search by Subject

Use the **Subject** option of Basic Search to search for *topics* such as disease or drug names, events, laws, geographic locations, organizations, people, etc. using a hierarchical subject guide developed by Gale editors. This is a good search to use when beginning your research or when you want to look for related subjects. When typing in terms in the search box, it is 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 backward.

Basic Search by Keyword

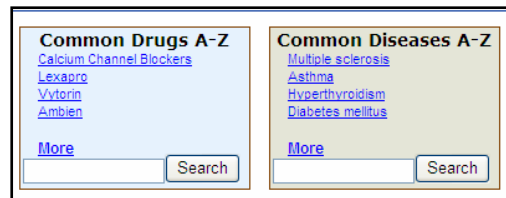
The **Keyword** option of Basic Search lets you search on significant fields in documents, including titles, introductory text, authors, and subject terms. This option searches a broader range of fields than more specific searches like by title or subject. Keyword search works well for less common terms such as proper nouns.

Basic Search by Entire Document

The **Entire document** option of Basic Search looks for any word or words within the entire text of all documents in the database(s) you are searching, as well as in the fields of information included in the Keyword search. This is a good search to use if you are looking for a particular line of text, an unusual phrase, jargon, new terminology or abstract topics.

SEARCHING BY COMMON DRUGS OR DISEASES

Alternatively, you can search this collection via the two boxes on the Basic Search page: Common Drugs A-Z and Common Diseases and Conditions A-Z. Click on a topic to view its full article. Or click the More>> link for a complete list of topics, arranged alphabetically and accessible via letter links at the top of the list. You can even search directly within



the specific type of content using the input field and clicking the Search button.

The database will perform a subject search and display results. The results from the Common Drugs A-Z Search will yield drug monographs from the PDR Nurse's Drug Handbook: The Information Standard for Prescription Drugs and Nursing Considerations. The results from the Common Diseases A-Z Search will yield from the Gale Encyclopedia of Medicine. The Common Drugs and Common Diseases A-Z search boxes are accessible only from the Basic Search page.

SUBJECT GUIDE SEARCH

Search the Subject Guide when you want to browse a listing of subjects, diseases, drugs, people, products, locations and organizations that contain word or words you entered. From this listing (known as the Subject Guide), you can select a term and see a results list of citations, or navigate through the Subject Guide by selecting subdivision and related subjects links.

PERFORMING A SUBJECT GUIDE SEARCH

Here's how to do a Subject Guide Search:

1. If you're not already at the Subject Guide Search page, click **Subject Guide Search** from the search types bar
2. Enter one or more words in the **Find** box
3. Optionally enter one or more search limits (if enabled) to limit your search results
4. Click the **Search** button

The word "and" is ignored; however you may use the OR and NOT logical operators. Proximity operators are ignored. If your search is successful, you'll see a page of the Subject Guide. If no exact matches are found, the search system goes through a series of fall-back steps to try to get you results.

Hint: 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. Use one or more wildcards (*, !, ?) if you're unsure of spelling or want to search for variant forms of a word. Also try making your search term plural when searching broad topics, such as *birds*.

How a Subject Guide Search Works If you enter a single word

1. The system tries to find subjects that have the word you entered in them. If it succeeds, you'll see the Subject Guide, which is a list of all the subject entries in which your word shows up.
2. If that doesn't work, the system looks through entire documents to see if your word shows up. If it finds something this way, you'll see a list of documents that match what you entered.

If you enter more than one word

1. The system tries to find subjects that have all the words you typed in them. If it succeeds, you'll see the Subject Guide, which is a list of all the subject entries that your words show up in (not necessarily next to each other).
2. If that doesn't work, the system looks through entire documents to see if your words show up, first near each other, then anywhere. If it finds something this way, you'll see a list of documents that match what you entered.
3. Even if the first two tries don't work, the system still doesn't give up. It goes back to the Subject Guide and tries to find entries that have just the first word that you typed in them. If that works, you'll see the Subject Guide, except the subjects on the list will match only the first word you typed and not all of them.

Results for <input type="text" value="diabetes mellitus"/> <input type="button" value="GO"/>	
Previous Next	
Subject Terms	Results
Diabetes Mellitus	8479
Subdivisions Related subjects	
Adult-Onset Diabetes Mellitus	
See Type 2 Diabetes	
Insulin-Dependent Diabetes Mellitus	
See Type 1 Diabetes	
Juvenile-Onset Diabetes Mellitus	
See Type 1 Diabetes	
Ketosis-Resistant Diabetes Mellitus	
See Type 2 Diabetes	
Non-Insulin-Dependent Diabetes Mellitus	
See Type 2 Diabetes	
Stable Diabetes Mellitus	
See Type 2 Diabetes	
Type I Diabetes Mellitus	
See Type 1 Diabetes	
Type II Diabetes Mellitus	
See Type 2 Diabetes	

And if none of that works, the system has just one thing left to do: ask if you spelled the word correctly. It will show you a list of words it thinks you might have meant to type.

Browsing the Subject Guide

The *Subject Guide* lists all indexed subjects in which the words you searched for occur. The Subject Guide, with its hyperlinked terms, is a powerful search tool that lets you easily refine your search or take it in a different but related direction simply by selecting terms. Each time you click on a term, a new Basic Search by Subject is performed based on the term you selected.

Full-Page View and the Sidebar View

The Subject Guide appears in *full-page view* when you launch a search from the Subject Guide Search page. In NRC, the Subject Guide will also display in *sidebar view* when viewing results. Generally speaking, the full-page and sidebar views function the same.

How Subject Guide Entries Are Arranged

Entries are displayed in groups and in alphabetical order within each group. The first group shows the entries in which your search word(s) comes first. Next are the entries in which your word(s) comes second, and so on.

The **Previous** and **Next** arrow icons above the list and repeated at the bottom let you go backward or forward, respectively, one page at a time. From the full-page view you may enter a term directly in the input box and click **Go** to "jump" to that term.

Subject terms are hyperlinked, and clicking a term performs a Subject Search and displays a results list. On the full-page view, the **Results** column to the right displays the number of "hits," so you'll know *before* you select a subject term the number of results to expect.

"See..." References

Some Subject Guide entries do not have a direct link to results but are followed by one or more entries that start with "See" followed by a hyperlinked subject term. The Subject Guide's thesaurus associates phrases that aren't actually indexed as subjects with subject headings that are indexed, so that even if what you type isn't in the database you'll be shown equivalent entries.

For example, a search for "Diabetes Mellitus" might produce a Subject Guide entry of "See Adult-Onset Diabetes Mellitus." "Adult-Onset Diabetes Mellitus" is a specific condition related to the general condition "Diabetes Mellitus" and is indexed separately in the database. By establishing equivalent subjects, the system creates more flexibility for you to do subject searches. You don't have to know exactly how a subject is indexed to find references to material about the subject.

Subdivisions

Subdivisions take a broad or complex subject and break it into subheadings grouped under the tabs of **Topics**, **Locations**, and **Dates**. Selecting a **Subdivisions** link focuses your search and lets you see a manageable set of results for a subject that might lead to hundreds or even thousands of references. Subdivisions let you concentrate on

Subdivisions of Diabetes Mellitus

Subject Terms	Results
Abnormalities	1
Achievements and Awards	4
Advertising	1
Alliances and Partnerships	1
Analysis	102
Beliefs, Opinions and Attitudes	1
Bibliography	28
Calendars	12
Care and Treatment	2713
Case Studies	114
Cases	2
Causes of	1

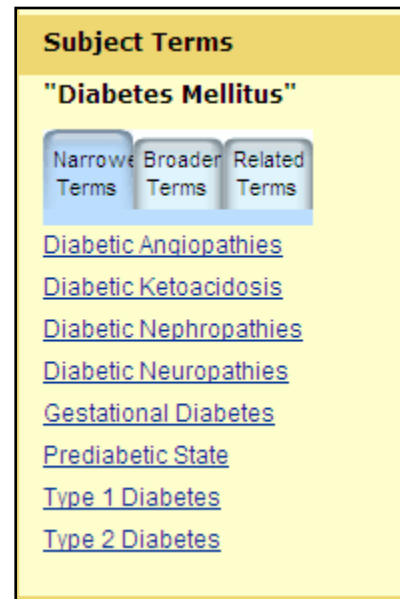
those aspects of a subject that are most meaningful to you. Depending on the collection you are using, subdivision links may not be available in the sidebar view of the Subject Guide.

For example, the main subject "Diabetes Mellitus" may have dozens of subdivisions, such as "Analysis," "Care and Treatment," "Causes Of," and "Demographic Aspects". Click a hyperlinked subject to see results associated with that subdivision.

Related Subjects

Related subjects are just what they sound like: subjects that aren't directly about what you searched for but are related in some way. Selecting a **Related Subjects** link will display terms arranged alphabetically under the tabs of **Broader**, **Narrower**, and **Related** terms. Note that not all subjects have broader, narrower, or related terms.

Related subjects lead to additional documents that might be of interest. For example, under the subject "Diabetes Mellitus" you might find related subjects such as "Endocrine Diseases" (a broader subject term), "Diabetic Neuropathies" (a narrower term), and "Diabetes Clinics" (a related term). Click a hyperlinked subject to see search results for the selected term.



Spelling List

If a subject search fails, the search system displays an alphabetical list of words from indexed subjects allowing you to choose a word. This is especially helpful if you've inadvertently misspelled a word.

For example, if you search for "schizophrenia," there won't be any matches. On the list of possibilities, you should see the word *schizophrenia*, which is the correct spelling. The first word in the list alphabetically follows the word you typed. You might need to move backward or forward one or more pages to find the word you want.

If none of the listed subjects is appropriate, go back to the search page and try again. If you're not sure of a spelling, you can use one or more wildcards (*, !, ?) to replace parts of words.

PUBLICATION SEARCH

Use Publication Search to search for a single edition, volume, or issue of a particular publication and retrieve all its available documents. Types of publications you can search for may include magazines, journals, newspapers, reference works, and other source materials, depending on the database(s) you are searching.

Publication Search is helpful when you wish to view all available content within a single edition/volume/issue. For example:

- you want to read all articles in a periodical's anniversary or special topic issue (this type of search is available when the database(s) you are searching contain magazine and/or journal content)
- you are interested in assessing the overall tone and balance of a newspaper by viewing multiple, diverse content from an entire edition, including front page news,

letters to the editor, opinion columns, feature stories, reviews, etc. (this type of search is available when the database(s) you are searching contain newspaper content)

- you want to look-up several entries, all in the same volume of an encyclopedia or directory (this type of search is available when the database(s) you are searching contain reference content)

Note: Note that while every effort has been made to include all documents for the selected edition/volume/issue, the availability of documents depends on the rights and permissions negotiated.

Performing a Publication Search

Here's how to perform a Publication Search:

1. If you're not already at the Publication Search page, click **Publication Search** from the search types bar
2. Enter all or part of the publication title you're searching for
3. Optionally enter one or more search limits (if enabled) to limit your search results
4. Click the **Search** button

You can leave in words such as "the" and "a" even though these are stop words and are not indexed (i.e., they will be ignored). If you're not sure of a spelling or want to search for alternate spellings or endings, use one or more wildcards (*, !, ?) in your search. You can also use logical operators to combine words in various ways.

Publication Search [?](#)

Enter publication title or part of a title [List All](#)

Limit the results:

by publication date(s): i.e., 2005 or 01/01/1990-12/31/2005

by publication subject area [Browse Publication Subject Area](#)

[Hide search options](#)

After entering all or part of a publication title, the Publication Guide will be displayed for all publications in which the word(s) you entered occurs in the title. Here you can browse an alphabetical list of publications that contain your search term(s), along with publication information, such as ISSN/ISBN, format, publisher, and dates of coverage.

Upon selecting a publication, you can then narrow your search to a specific edition, volume, or issue of that publication. Once you have selected a single edition/volume/issue, the system will display - in page number order - all the available articles, essays, reports, etc. from that source as a results list.

The types of publications available to search depend on the database(s) you are currently searching. From the Publication Search page, click **List All** to see the entire list of publications available in the Publication Guide.

Publication Guide Pages

As you do a Publication Search, you will drill down through a series of steps allowing you to pick a specific publication by title, chose a publication year (if prior years exist), and then select a single edition, volume, or issue.

Publications Page

The Publications page displays an alphabetical list of all publications that contain the word(s) you entered on the Publication Search page. For each title on the list, you'll find some or all of the following information, where relevant to the type of publication: ISBN or ISSN, publisher, number of issues per year, audience (general, academic, professional, etc.), format (magazine, academic journal, newspaper, etc.), country of origin, language, and the years for which indexing and/or full-text coverage are available. Click the **Hide Details** button to show only the publication titles and format; click **Show Details** to display publication information for all titles shown.

Results for GALE ENCYCLOPEDIA GO	
Previous Next	
Publication Title	Publication Format
Gale Encyclopedia of Cancer	Encyclopedia
Publisher: Thomson Gale Issues/Year: 0 Audience: General Publication Format: Encyclopedia	
Gale Encyclopedia of Cancer	Encyclopedia
Publisher: Thomson Gale Issues/Year: 0 Audience: General Publication Format: Encyclopedia Index coverage: Jan 1, 2005 - Full-text coverage: Jan 1, 2005 - Current	
Gale Encyclopedia of Genetic Disorders	Encyclopedia
Publisher: Thomson Gale Issues/Year: 0 Audience: General Publication Format: Encyclopedia	
Gale Encyclopedia of Genetic Disorders	Encyclopedia
Publisher: Thomson Gale Issues/Year: 0 Audience: General Publication Format: Encyclopedia Index coverage: Jan 1, 2005 - Full-text coverage: Jan 1, 2005 - Current	

If the list of publications exceeds a page, use the **Previous** and **Next** arrow icons, which will appear at both the top and bottom of the Publications page, to page through the list. You may also enter one or more words in the search box at the top of the list and click the **Go** button to search within the list (any search limiters you entered on the Publication Search page will remain in effect).

To select a publication, click its title and you will be taken to the Issues page, where you'll find a list of available issues by year.

Issues Page

Use the Issues page to select a publication year and then a specific edition, volume, or issue for the publication you chose from the previous page (as shown in the **Results for** box).

The Issues page re-displays the publication information for the selected title. Below this you'll see a drop-down list of years (years not shown indicate there are no matching documents in the database). Select a year and you will see a list of individual editions or volumes or issues for the selected year, with the most recent displayed first. Whenever available, you will see the publication date, and volume and issue numbers. Please note that volume and issue

Results for Gale Encyclopedia of Nursing and Allied Health GO	
Previous Next	
Gale Encyclopedia of Nursing and Allied Health	Encyclopedia
Publisher: Thomson Gale Issues/Year: 0 Audience: General Publication Format: Encyclopedia	
2006 <input type="button" value="v"/> 2006: Vol 5 2006: Vol 4 2006: Vol 3 2006: Vol 2 2006: Vol 1	

numbers are formatted in the database as Arabic numerals (1, 2, 3, etc.) even if the publication originally used Roman numerals.

You will see arrow icons at the top and bottom of the page if there are additional periodicals on the Publications page that matched your search query. You may go to the previous and/or next periodical on the list by clicking the **Previous** and **Next** arrows, respectively. You may also enter one or more words in the search box at the top of the list and click the **Go** button to search within the list.

Select an edition/volume/issue to see search results, listed in page number order.

Publication Search Results

The results list page of a Publication Search is very similar to the results list you get for other types of searches. However, instead of tabs, you'll see a single list of citations that correspond to all the available documents (be it an entry, essay, periodical article, report, etc.) in the database(s) searched for the publication, year, and edition/volume/issue you selected. Documents are listed in ascending page number order, similar to what you would find in a table of contents. Click a document title to view its full record.

ADVANCED SEARCH

Advanced Search presents you with a framework for building as simple or as complex a search expression as you want. You can search for terms (consisting of one or more words) from one index, or from multiple indexes linked by logical (Boolean) operators (AND, OR, NOT). See General Search Tips for more information on logical operators. If enabled, you may limit your search (click the **More search options** link if search limit fields are currently not displayed). If your search is successful, you will see a results list page with citations matching your search criteria. If no results can be found, you will get a message asking you to revise your search.

The screenshot shows the 'Advanced Search' interface with the following elements:

- Advanced Search** title with a help icon.
- Three rows of search criteria, each with a 'Keyword(ke)' dropdown menu and an adjacent text input field.
- 'And' dropdown menus between the rows to specify Boolean operators.
- An 'Add a Row' link below the third row.
- A blue 'Search' button.
- An 'Enter a Document Number:' field with a 'Search' link to its right.
- Limit the results:** section containing:
 - to document with images
 - 'by document type' dropdown menu with options: *None selected*, Agency Overview, Animation, Biography.
 - 'by publication subject area' dropdown menu with options: *None selected*, AIDS and HIV, Acupuncture, Addiction.
 - 'by publication date(s):' field with a date range example: 'i.e., 2005 or 01/01/1990-12/31/2005'.
- 'Hide search options' and 'CCL Advanced Search' links at the bottom.

Performing an Advanced Search

Here's how to perform an Advanced Search:

1. If you're not already at the Advanced Search page, click Advanced Search from the search types bar
2. Select an index from the drop-down menu (some indexes like NIC, NOC and NANDA may be browsed)

3. Enter your search term(s)
4. Optionally select a logical operator (AND, OR, NOT), select an index, and enter additional search term(s) -- you may add as many rows as needed by clicking Add a row
5. Optionally enter one or more search limits (if enabled) to limit your search results
6. Click the Search button

The index and logical operator selections that you see are only suggestions. Use the drop-down lists if you want to make your own selections. To search on multiple indexes, select a logical operator at the far left to connect each index you're searching. The AND operator is used by default, unless you select OR or NOT. To search more than three indexes, click the Add a row link.

Selecting certain indexes such as NIC, NOC or NANDA will cause a Browse button to appear allowing you to select from a list of entries that appear in a separate browser window.

If you're unsure of a spelling or want to search for variations, use wildcards (*, !, ?) in your search expression. See General Search Tips for more information on wildcards. If your search is successful, you will see a results list page with citations matching your search criteria on the right-hand side of the page organized into one or more tabs. You may also see a list of the subject terms most closely matching your search terms on the left-hand side of the page known as the Subject Guide sidebar (this feature is not available for all collections). If no results can be found, you will get a message asking you to revise your search.

Advanced Search Indexes Used in this Collection

The Advanced Search indexes that appear on the drop-down menu on your screen depend on the type of content in the collection you are currently using. The table below provides a complete list of available indexes; however, you will find only those indexes that relate to the actual content you are searching.

Note that the index and logical operator selections that you see by default on your screen are only suggestions. Use the drop-down lists if you want to make your own selections. To search on multiple indexes, select a logical operator at the far left to connect each index you're searching. The AND operator is used by default, unless you select OR or NOT. To search more than three indexes, click the **Add a row** link.

Note: Indexes marked with **(B)** can be browsed by clicking the **Browse** button that will appear to the far right of the index search

box when the index is selected. Browsing allows you to build your search expression by selecting from the complete list of available entries for a particular index. Your browse selection(s) will be automatically filled in on the Advanced Search page.

The following list of indexes is alphabetized by the index name:

Index	Abbreviation	Description	General Search Tips
Abstract	ab	Searches the abstract (or summary), if available, of periodical articles.	Does not search reference or multimedia content.
Document Author	au	This index lets you search for names of authors of documents. Authors are indexed in surname/given name order; for example, <i>nelan bruce w.</i>	A search in the author index for two names with no intervening operator will find occurrences of the names within two words of each other in either direction, but it's still best to search in surname-first order. You may use wildcards when searching this index.
Document Title	ti	The document title index is composed of all words (except stop words) in document titles. A title might include one or more parenthetical annotations. Typical annotations include very brief capsule descriptions of the published content; the primary focus; words like column to indicate the type of item; or the name of a regular feature, such as <i>First Looks</i> .	Wildcards are not permitted when searching this index.
Entire Document	tx	This index refers to all words (except stop words) from the body of documents as well as the fields of information included in the keyword search. This is a good search to use if you are looking a particular line of text or an unusual phrase.	You may use wildcards when searching this index.
ISBN	ib	An International Standard Book	Does not search

		<p>Number (ISBN) is a unique 13 or 10-digit designation for a particular edition of a book as assigned by the Library of Congress; for example, <i>0685535932</i> or <i>978156849632X</i>. Each book title and volume has its own unique ISBN. You can search on the ISBN for the print or electronic version of the book. By choosing the ISBN you are limiting your search to a particular title.</p>	<p>periodical content (magazines, journals, or newspapers).</p> <p>Wildcards are not permitted when searching this index.</p>
ISSN	sn	<p>An International Standard Serial Number (ISSN) is a unique, eight-digit designation for a particular periodical publication as assigned by a global network of ISSN Centres; for example, <i>0022-006X</i> or <i>0095-6562</i>. You can search on the ISSN for the print or electronic version of the periodical. By choosing the ISSN you are limiting your search to a particular title.</p>	<p>Does not search reference or multimedia content.</p> <p>Wildcards are not permitted when searching this index.</p>
Issue Number	iu	<p>The issue number, if used, references a specific instance that a periodical was published. A series of issues may be collected into a volume. Issue numbers are formatted in the database as Arabic numerals (1, 2, 3, etc.) even if the periodical originally used Roman numerals.</p>	<p>Does not search reference or multimedia content.</p> <p>Wildcards are not permitted when searching this index.</p>
Keyword	ke	<p>Searches all words (except stop words) in key fields in documents, including authors, titles, introductory text, and subject terms. This option searches a broader range of fields than more specific searches like by publication title or subject.</p>	<p>You may use wildcards when searching this index. In some collections, searching on the Keyword index will display the Subject Guide Sidebar as part of your search results.</p>
NANDA (B)		<p>Searches for a specific nursing diagnosis or diagnostic term, as used in the North American Nursing Diagnosis Association (NANDA) taxonomy.</p>	<p>You may use wildcards when searching this index.</p>

NIC (B)		Searches the Nursing Interventions Classification (NIC) codes, which are a way of dividing treatments performed by nurses into domains and classes.	You may use wildcards when searching this index.
NOC (B)		Searches the Nursing Outcomes Classification (NOC) codes, which are a way of classifying nursing-sensitive client outcomes into domains, classes and indicators.	You may use wildcards when searching this index.
Publication Title (B)	pu	Refers to the name of the source for a document: a magazine, newspaper or other periodical publication, or a reference book. Any leading <i>A</i> or <i>The</i> is never indexed; for example, <i>The New York Times</i> is indexed as <i>new york times</i> .	Combining a publication title index search with another search is the same as limiting that search by publication title. You may use wildcards when searching this index.
Publisher Name	pb	The publisher index lets you search for references to a particular publisher of a book or periodical.	You may use wildcards when searching this index.
Subject	su	The subject index lets you search for documents by words in the topic under which they're indexed. The index consists of all words (except stop words) from Library of Congress subject headings (without subdivisions), people, companies, products, organizations, geographic locations, events, artistic and other published works, statutes and case numbers.	You may use wildcards when searching this index.
Volume Number	vo	The volume number, if used, references a collection of two or more books, or consecutive issues of a periodical. Volume numbers are formatted in the database as Arabic numerals (1, 2, 3, etc.) even if the publication originally used Roman numerals.	Does not search multimedia content.
Previous Searches (B)	ps	Use one or more of your past searches , alone or in combination	Wildcards are not permitted when

(Note: Always appears as the last index)		with other indexes, to create a new search. Previous searches are labeled with search result numbers : R1, R2, R3, etc., with the higher numbers first and indicating the most recent search.	searching this index.
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Refer to the General Search Tips for more information on stop words, wildcards, and operators

BROWSING A LIST OF INDEXES OR SEARCH LIMITERS

When creating an Advanced Search query, limiting a search or when refining search results, you may be able to browse a list of matching entries. Clicking the Browse link will open a pop-up window where you can make your selections.

What Does it Mean to Browse an Index or Search Limiter?

Some search limiters and/or Advanced Search indexes contain a set of entries that you may browse and select from (generally in a pop-up window) to build your search query. For example, you may browse a list of publication titles or your previous searches to see all possible entries available. This allows you to select the exact term or phrase used by the search system without having to type it yourself.

The particular search limiters and/or indexes that may be browsed depend on several factors, including the collection you are using, the type of search you are performing, and possibly the database(s) and/or module(s) you selected to search. You will know that a particular search limiter and/or index can be browsed when you see a Browse link or button to appear to the right of the input box.

Using the Browse Window to Find an Entry

Clicking a Browse link or button opens the browse window. You may look for a particular entry by typing one or more words and then clicking the Find button. Some indexes can be browsed by clicking the beginning letter of the term you are looking for. If you had entered search limits on the Advanced Search page, those limits have been applied to the browse list, where applicable. Use the Previous and Next links to page through the list of entries.

Selecting Entries from the Browse Window

Click to place a check mark in the box in front of an entry. You'll see the entries you have selected appear in a "My" list box to the right. If you select two or more entries, they will be connected using the OR logical operator. For example: "apple" OR "orange" OR "kiwi". The number of entries you can select depends on what you are browsing. Any maximum limit will be indicated on the screen.

You may remove entries from the "My" list by clicking the Remove link. Clicking Clear will remove all selections from the "My" list box. When you have finished making your selections, click the Submit Selections button. You will be returned to the search input page and your selection(s) will be automatically entered.

Performing a Search Directly from the Browse Window

Some entries in a browse list also function as a way to launch a search, in which case you'll see the number of search results the system would find if a search on that term were performed. Simply click the hyperlinked entry, if available, to see a results list for that search term.

Revising a Previous Search

If you are browsing your previous searches, you'll see a list of result sets. As described above, you may select one or more result sets to add to your "My" list box, or you may re-run the search by clicking the result set itself. You may also click the Revise link to return to the search page used to originally create the search and use all the fields and features of that page to modify the search.

PERFORMING A CCL ADVANCED SEARCH

The CCL Advanced Search page offers another way of doing an Advanced Search for those who prefer to structure their search query more like a programming code instruction. The CCL Advanced Search (CCL stands for Command Control Language) allows you to choose indexes to search on from a drop-down menu or to directly enter their two-character index abbreviations.

Searching using CCL Advanced Search involves these steps:

1. If you're not already at the Advanced Search page, click Advanced Search from the search path bar
2. Click the CCL Advanced Search link at the bottom of the search input area (you may need to scroll down the page)
3. Choose an index
4. Click on the entry box (after the index abbreviation)
5. Enter one or more words, using wildcards if desired
6. If you want to search additional indexes in the same query, click the appropriate logical operator button (AND, OR, NOT) and repeat Steps 1-3
7. Click the Search button

Step 1 is optional. If you don't choose an index, the keyword index is searched.

You can use logical and other search operators in your search expression (e.g., jobs or employment). See General Search Tips for more information on search operators.

SEARCH RESULTS

A successful search produces a *results list*, which contains brief references (or *citations*) to documents matching your search criteria. Simply click the underlined document title to view the corresponding document.

Quick Search
 Find:
 Search

Subject Terms
[Diabetes Mellitus](#)
 Adult-Onset Diabetes Mellitus
 See [Type 2 Diabetes](#)
 Insulin-Dependent Diabetes Mellitus
 See [Type 1 Diabetes](#)
 Juvenile-Onset Diabetes Mellitus
 See [Type 1 Diabetes](#)
 Ketosis-Resistant Diabetes Mellitus
 See [Type 2 Diabetes](#)
 Non-Insulin-Dependent Diabetes Mellitus
 See [Type 2 Diabetes](#)
 Stable Diabetes Mellitus
 See [Type 2 Diabetes](#)
 Type I Diabetes Mellitus
 See [Type 1 Diabetes](#)
 Type II Diabetes Mellitus
 See [Type 2 Diabetes](#)
 Iddm (Insulin Dependent Diabetes Mellitus)
 See [Type 1 Diabetes](#)

Results for Basic Search (KE (diabetes mellitus))

Diseases and Conditions | Assessments | Diagnostics | Interventions | Drugs | Care Plans
 Multimedia | Journal Citations | Related Articles

Refine Results
 Sort by: Relevance

Mark All Previous Results 1 - 13 of 13 GO Next

1. [Diabetes mellitus](#). Altha Roberts Edgren and Teresa G. Odle. *Gale Encyclopedia of Medicine*. Ed. Jacqueline L. Longe. Vol. 2. 3rd ed. Detroit: Thomson Gale, 2006. From Nursing Resource Center. 43% diabetes, mellitus. [Full-text with Graphics](#) | [About this Publication](#) | [How to Cite](#) | [LL Link](#) | [Check for this item at 1Cate Demo](#) Disease/Disorder overview

2. [Diabetes](#). Maria Basile, PhD. *Gale Encyclopedia of Genetic Disorders*. Ed. Brigham Narins. Vol. 1. 2nd ed. Detroit: Thomson Gale, 2005. From Nursing Resource Center. 43% diabetes, mellitus. [Full-text with Graphics](#) | [About this Publication](#) | [How to Cite](#) | [LL Link](#) | [Check for this item at 1Cate Demo](#) Disease/Disorder overview

3. [Diabetes Mellitus](#). William H. Herman and Liza L. Ilag. *Encyclopedia of Public Health*. Ed. Lester Breslow. Vol. 2. Detroit: Macmillan Reference USA, 2002. From Nursing Resource Center. Disease/Disorder overview

Using the Results List

Each citation on the results list provides a brief reference to a document. Results citations typically list key publication information and display icons or links that summarize the content and retrieval options available for the corresponding document. In this way you can tell at a glance if you want to view the full record associated with the citation. To view a document, simply click its underlined document title.

Whenever your search examines at least two content areas, you will see tabs that group your results into similar types of documents. Click a tab name to see its results (you will see the name change to a hyperlink as you mouse over it). Tabs with no results are "grayed out" and will not work. Results from searches that are designed to return only one type of document, such as Publication Searches, will not have tabs, but all other features of the results list page will be the same.

You may see your search terms highlighted wherever they appear within the results list, depending on the type of search used and if you have selected this option as part of your Preferences. In addition, when you do a Basic Search, your results citations will also include an excerpt showing the first occurrence of your search term from the text of the document (known as "keyword in context"). However, if your search term is an index term that is not found in the document, the excerpt will not appear.

A summary of the search that produced the results list is displayed just below the page banner. To revise the current search, use the breadcrumb trail to return to the search page. A **Refine results** link may be available for some types of searches.

Centered above the first citation you'll find a count of the results on the current page out of the total number of results. The **Previous** and **Next** arrow icons on either side (repeated at the bottom of each page) let you go backward or forward, respectively, one page at a time. You may jump to a specific result number by typing a number in the **Results** box and clicking **Go**.

The results list also provides many useful features designed to facilitate your research. The actual features available depend on the type of search, the database(s) or module(s) you selected to search, and the system settings made by your library. Click a "Related Topics" link below to find out more.

Tabs

When your search produces results from different types of sources, you'll see your results organized into *tabs*. Tabs group the information you'll find into content areas that contain similar types of documents.

Note: Searches that target a single type of result will not produce tabbed results. For example, searches of the Dictionary and Publication Searches give you results from a single type of document, so tabs are not needed.

The following tabs are available, although not every tab may contain items, depending on your actual search results. Tabs with no results are "grayed out" and will not work. Documents on all tabs may include images.

Tab name	What you'll find...
Assessments	Descriptions of the ways to gather subjective, objective, and patient assessment data.
Diseases and Conditions	Articles from encyclopedias and nursing textbooks providing the ideal "first stop" for students needing a thorough, succinct disease overview. Articles on the Diseases tab include definitions, descriptions, causes and symptoms, diagnoses, treatments, prognoses, and more.
Diagnostics	Explanations of the various means of gathering objective data from a patient beyond the physical assessment. Articles from this tab provide overviews of diagnostic tests including rationales, patient preparation, normal and abnormal results.
Interventions	Comprehensive information on the various procedures and the skills needed to conduct them that might be performed while treating a patient with a specific disease and/or diagnosis.
Drugs	Drug administration is a specific type of intervention. The Drugs tab displays monographs for the drugs used to treat the diagnosis and the drugs that are contraindicated in some way for a diagnosis.
Care Plans	Includes sample care plans that are relevant to your search query. The general theory and definitions of outcome planning, implementation, and evaluation are covered. The plans always



	include assessment, nursing diagnosis (NIC/NOC), expected outcomes, interventions with rationales, and evaluations.
Multimedia	Contains short, dynamic, three-dimensional animations of various diseases or conditions at work in the human body. These videos, from Blausen Medical's <i>Human Atlas</i> , bring anatomy and physiology to life in a way that flat illustrations in books cannot. Also includes photographs, line drawings, charts, etc. For each item on this tab, you'll see an icon showing the type of multimedia resource . If enabled by your library, you will be able to perform a Google® Image Search to look for additional images from this tab.
Journal Citations/Journals	Depending your institution or library's subscription level, this tab provides either the indexed information for a relevant journal article or the full-text for that article. Having these journal results available alongside disease and drug overviews saves you from having to use multiple databases or sources to find the research articles you need.
Related Articles	This tab captures the articles that relate to your search query but don't fit neatly into the preceding, specific tabs. For example, for a disease search on <i>chronic obstructive pulmonary disease</i> , the Related Articles tab might return entries on general nursing theory topics (e.g. the history of the nursing process, or legal aspects of nursing) asbestos, workplace conditions, smoking cessation, and so on. These articles could be used to complete academic reports or for patient teaching. Anatomy and physiology, oxygenation fundamentals, nutrition basics, human development overviews, and other foundational chapters can be found on this tab.









You can change the [sort order](#) of results using the **Sort by** pull-down menu.

A Guide to Citations on the Results List

Each citation on the results list contains information designed to let you decide if you want to view or retrieve the document itself. Clicking the document's hyperlinked title displays the full content of the document on the document display page.

Here's what you'll find for each citation (item) on the results list:

You'll see either...		
Icon	Text Link	What it means...
	Number PDF Page(s)	Click this link to download the document in Portable Document Format (PDF) for viewing and printing (may not be available for all documents)
	About this Publication	Displays the About this Publication page where you'll find detailed publication information, where available

	How to Cite	Displays the Generate a Citation page where you'll be able to create a bibliographic citation for the document using one of several recognized standards
<i>Always appears as a text link</i>	Source Citation	Displays the source citation information at the bottom of the document, formatted according to MLA standards (to format the citation in a different style, click How to Cite )
	<i>Always appears as a drop-down menu and button</i>	If enabled by your library, you may choose a language from the drop-down menu and then click Translate to view a machine translation of the document in a separate browser window
Various possible icons, such as:  	Library Holdings	If enabled by your library, you may see up to three links to allow you to search for the corresponding periodical in your library's or other institution's online holdings catalog
Various possible icons, such as:   	Various possible text links, such as WorldCat or SFX	If enabled by your library, you may have additional ways retrieve a document that will take you out of this Gale collection and into another electronic source or the electronic catalog in your library or in a related library system

Note: Icons and text links function the same way. Your library has chosen to display one format or the other. Wherever you see icons, simply hover over the icon to pop up its corresponding text description.

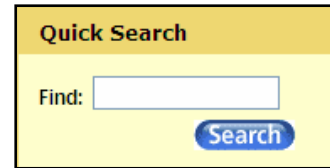
Document Types on the Results List

The document type appears to the far right of each citation on the results list page. In this way you can easily identify the kind of records your search returned. For example, you may find these document types, along with many others:

- Article
- Disease/Disorder Overview
- Drug Overview
- Clinical Skill Overview
- Journal Citation
- Medical Assessment
- Medical Test
- Nursing Care Plan
- Statistical Table
- Topic Overview

Performing a Quick Search

For certain types of content, you may be able to perform a subject search of the database for one or more terms directly from the results list and/or document display page using the Quick Search box. The Quick Search box is located in the left-hand sidebar. You may use AND, OR, and NOT to create Boolean expressions (see General Search Tips for more information on logical operators). However, note that search limiters are not available for Quick Search.



Depending on where you are in the database and the type of content that is currently displayed, you may also be able to search within a publication. In this way you can target a search to a single issue or within the entire source publication by selecting one of the radio buttons below the search box. In this case, the system will perform a full-text search of the selected area, as opposed to searching the entire database. If you perform additional searches using Quick Search, you will see your previous search terms appear in the search box.

Refine Results

Clicking the **Refine Results** link, found at the top of the results list, will reveal or hide search limit fields. If you are currently viewing search limit fields, you'll see the **Hide Refine Results** link. Any search limits you entered when you created your search query will appear here. You may remove these limits to possibly expand your search results. Conversely, you may enter search limits to try to narrow the results.

VIEWING AND RETRIEVING DOCUMENTS

Documents in this collection include any record you can view on the document display page, such as full-text articles, essays, reports, and other text materials, as well as multimedia content. You'll see the document type at the far right for each citation on the results list.

Using the Document Display Page

The document display page provides you with extended citation information and the complete text of the document, along with any associated graphics and/or links to external Web sites, where present. For entries spanning more than one page, use your browser's scroll bar to view the full document. Some documents may have Table of Contents sections that make it easy to jump directly to the information you want by clicking a hyperlinked section name.

You may see your search terms highlighted wherever they appear within the document, depending on the type of search used and your session preferences.

Below the tab name you'll see the current document's position in your results list or Marked Items list. For example, if 84 documents were found and you accessed the sixth one, the display will show: "Result 6 of 84." The Next and Previous arrow icons on either side (repeated at the bottom of each page) let you go forward or backward one document at a time, respectively. You can also enter a document position number and click Go to jump to that document.

To the left of the document positioning controls, you'll see a Mark box. Click on the box to add the document to your Marked Items list. (A document that you have added to your Marked Items list will show a check mark in the checkbox.) You can also save the document for future retrieval by clicking the InfoMark link on the toolbar.

Use the breadcrumb trail to return to your results list or the search page where you can revise your search. You can also click the Results link under the tab name to return to your results page. Note that these links do not appear when you are displaying a document from your Marked Items list or via an InfoMark link.

To see results from a different tab (if available), simply click the tab name.

[Results](#)

Mark [Previous](#) Article of 13 [GO](#) [Next](#)

Diabetes Mellitus. William H. Herman and Liza L. Ilag.
Encyclopedia of Public Health. Ed. Lester Breslow. Vol. 2. Detroit: Macmillan Reference USA, 2002.

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Diabetes Mellitus

Table of Contents: [Further Readings](#)

The term "**diabetes mellitus**" represents a group of conditions characterized by abnormally high blood glucose levels (hyperglycemia). In 1997, nearly 16 million people in the United States had **diabetes**; approximately 10.3 million were diagnosed with the conditions, while an estimated 5.4 million were undiagnosed. **Diabetes** may be complicated by uncontrolled hyperglycemia, and treated **diabetes** may be complicated by abnormally low blood glucose levels (hypoglycemia). Maternal **diabetes** is associated with an increased incidence of major birth defects. Over time, **diabetes** may cause complications involving the eyes (retinopathy), kidneys (nephropathy), and nerves (neuropathy). **Diabetes** is also associated with an increased incidence of cardiovascular disease, including stroke, heart attack, and peripheral vascular disease. In the United States today, **diabetes** is a leading cause of birth defects, blindness, kidney failure, and nontraumatic leg amputations. It is also a major contributor to cardiovascular disease. **Diabetes** is the seventh leading cause of death in the United States, and medical care for people with **diabetes** is estimated to cost over \$100 billion per year.

When **diabetes** is associated with marked hyperglycemia, it produces characteristic symptoms and signs; particularly increased thirst (polydipsia), increased urination (polyuria), and unexplained weight loss. At other times, hyperglycemia sufficient to cause changes in the eyes, kidneys, and nerves, and to increase the risk of cardiovascular disease, may be present without clinical symptoms. During this asymptomatic period, an abnormality in glucose metabolism may be demonstrated by measuring fasting venous glucose or venous glucose after an oral glucose challenge.

VIEWING IMAGES

Depending on the collection you are currently using, the images you find may include photographs, illustrations, charts, maps, artwork, or other types of graphics. Images can be included within the text of a document. When viewing a results list, you'll know a document contains some kind of image if you see the  icon.

You can limit your search so that results only contain documents with images.

Using the Image Viewer

In NRC, a Shockwave Flash window will display the image, allowing you to scroll the image and zoom in and out using the controls provided (A) or by using your mouse. You can also open the image in its own browser window using the menu you can expose by right-clicking over the image. Please note that use of the image viewer tool requires that you have Shockwave Player installed. If you don't have Shockwave Player, you will still see the image, but will not be able to scroll or zoom. You can download a free version of Shockwave Player from Adobe www.adobe.com/shockwave/download/.



Printing and E-mailing Documents with Images

When printing documents with graphics, the images are enlarged to full size and integrated with the text. Note that while you can e-mail documents that contain images, only the text portion of the document will be sent, along with a link to the image.

Linking to the PDF Version of an Image

If available in PDF, you will find a link to the PDF version of the document that contains the image.

TRANSLATING DOCUMENTS

If enabled by your library, you may be able to translate a document from the document display page when you see the following controls:



Select a language from the drop-down menu and then click Translate. The system will generate a translation of the current document and display the translated text in a separate browser window. Lengthy documents may take slightly longer to translate.

Note: This machine translation is provided for your convenience only. It should not be considered a replacement for human translation.








From the translated document window, you may *Print* and *Download* the document. Click Close this window when you have finished. Only the document itself will be translated, and not the surrounding links and buttons on the screen (including the Subject Guide sidebar and the tab names). To link to related documents or to any embedded multimedia files, return to the original document display page.


In addition, only the document title of a document's Gale citation will be translated; all other elements of the citation will be presented in the document's original language. Foreign words that appear in the document will not be translated; however, most commonly-used acronyms will be translated.

The default language for translation (the choice that automatically appears in the drop-down box) is based on how you logged in, the settings made by your library and the language you selected on the Preferences page. In addition, the system "remembers" the last language you selected during your current session and makes that the default language. To override the default, simply select a different language from the drop-down menu.

Document and Library Links

Above the text of the document, you may find various document and library links, such as those shown:

You'll see either...		
Icon	Text Link	What it means...
	<i>Number</i> PDF Page(s)	Click this link to download the document in Portable Document Format (PDF) for viewing and printing (may not be available for all documents)
	About this Publication	Displays the About this Publication page where you'll find detailed publication information, where available
	How to Cite	Displays the Generate a Citation page where you'll be able to create a bibliographic citation for the document using one of several recognized standards
<i>Always appears as a text link</i>	Source Citation	Displays the source citation information at the bottom of the document, formatted according to MLA standards (to format the citation in a different style, click How to Cite )
	<i>Always appears as a drop-down menu and button</i>	If enabled by your library, you may choose a language from the drop-down menu and then click Translate to view a machine translation of the document in a separate browser window
Various possible icons, such as:  	Library Holdings	If enabled by your library, you may see up to three links to allow you to search for the corresponding periodical in your library's or other institution's online holdings catalog

<p>Various possible icons, such as:</p> 	<p>Various possible text links, such as WorldCat or SFX</p>	<p>If enabled by your library, you may have additional ways retrieve a document that will take you out of this Gale collection and into another electronic source or the electronic catalog in your library or in a related library system</p>
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Note: Icons and text links function the same way. Your library has chosen to display one format or the other. Wherever you see icons, simply hover over the icon to pop up its corresponding text description.

Using the Sidebar

You may find one or more of these features in the sidebar found in the left margin of the document display page:

The Quick Search Box

For certain types of content, you may be able to perform a subject search of the database for one or more terms directly from the results list and/or document display page using the Quick Search box. The Quick Search box is located in the left-hand sidebar. You may use AND, OR, and NOT to create Boolean expressions (see General Search Tips for more information on logical operators). However, note that search limiters are not available for Quick Search.



Depending on where you are in the database and the type of content that is currently displayed, you may also be able to search within a publication. In this way you can target a search to a single issue or within the entire source publication by selecting one of the radio buttons below the search box. In this case, the system will perform a full-text search of the selected area, as opposed to searching the entire database.

If you perform additional searches using Quick Search, you will see your previous search terms appear in the search box.

Searches using Quick Search are added to your Previous Searches list. When revising a Quick Search, you will be taken to the Basic Search page. However, if you select one of the **within this publication/document** options when viewing publication information from the About this Page pages, you will be taken to the Advanced Search page.

Subject Terms

While viewing documents, use the document sidebar to easily link to additional documents with related subject terms. There you'll find one or more **Subject Terms** links, along with the number of results for each term shown in parentheses. Clicking a term will perform a Subject Search and display a results list of matching citations.

Related subjects are just what they sound like: subjects that aren't directly about what you searched for but are related in some way. Narrower Terms focus your results into a more

specific topic within your topic and Broader Terms find more general topics relating to your topic.

Terms prefaced with dashes are subdivisions of the main term. Subdivisions take a broad or complex subject and break it into subheadings, letting you concentrate on those aspects of a subject that are most meaningful to you.

Printing Documents

Generally speaking, you can print documents of any type with any content from the document display page. Clicking the **Print** icon on the toolbar (found in the banner area at the top of the page) will cause the document to be reformatted in a separate browser window without the NRC title banner, navigation bar, etc. Any images or related subjects that originally appeared will also appear. Use your browser's **Print** function to print the document then close the window when you're done. If the **Print** icon is "grayed out" then you cannot print the page currently viewed.

Note that you may always use your Web browser's **Print** function to directly print any page, although the entire page contents will be printed.

E-Mailing Documents

Documents can be e-mailed to you or others by clicking the **E-mail** icon located on the toolbar (found in the banner area at the top of the page).

Documents can be e-mailed to yourself and/or others.

Here's how:

1. From the document display page, click the E-mail link on the toolbar.
2. The E-mail Document page will be displayed in a separate pop-up window.
3. Select from the options as described in the table below.
4. Click Send.
5. An E-mail Confirmation page will be displayed.
6. Use the E-mail Document page to enter details of the e-mail message(s) you wish to send.

Email

Mail to:
Separate each e-mail address with a semicolon

Email Options

E-mail format: HTML Plain text

Content options: Full text (when available) Citation PDF (sent as attachment when available)

Bibliographic citation format: MLA (Modern Language Association) [Example](#) Plain Text with Bibliographic Tags (Z39.80)

Note: While the data elements for the following citations have been formatted to meet the latest citation standards set forth by the respective agencies, these citations provide the available publication data for the document cited and should only serve as a guide and not as a replacement for the latest guidebooks -- or those required by your instructor. Please refer to the provided examples for proper formatting.

Send item as attachment:

Subject line:

Sender e-mail:

Message:

Note: Only the text portion of documents will be included in the e-mail. Data such as images, audio clips, and video files cannot be e-mailed.

The table lists the e-mail options and a brief description of each. Options marked with an asterisk (*) are required.

For this option...	Enter/select this...
Mail to*	Enter up to six e-mail addresses (be sure to check each address for accuracy!). Multiple e-mail addresses must be separated by a semicolon (;).
E-mail format*	Select HTML to e-mail the document using formatted text (may include boldface, italics, etc.). Alternatively, select Plain text to download the document in text-only format.
Content Options*	Choose Full text to send the complete text of the document (whenever full text is available – some documents provide only citation or abstract information, per the rights negotiated by Gale with the source provider). Or choose Citation to send only the citation information for the document. Or choose PDF to send the document in Portable Document Format, which can be viewed or printed with Acrobat™ Reader, a free application available from Adobe Systems. The PDF option is not available for multimedia content. Note: Very large documents will not be e-mailed. Rather a message will appear in the body of the e-mail message that the file is too large to be attached and can be accessed through the Infomark hyperlink within the citation.
Bibliographic citation format*	Allows you to choose the citation style that will appear in the body of the e-mail message. Depending on the database you are currently using, you may be able to choose MLA , APA , and/or Plain Text with Bibliographic Tags (Z39.80) , which provides a text-only format, with bibliographic "tags" based on the Z39.80 standard . Please read the disclaimer shown below .
Send as Attachment	E-mails the selected document as an attachment, rather than embedded within the e-mail message body. Note that if you selected PDF as the Content Option, the document will automatically be sent as an attachment. This option does not apply when you select Citation as the Content Option.
Subject Line	By default the subject of the e-mail will contain the name of the database and the title of the document. You may type over the default subject and enter your own subject, if desired. The subject must contain no more than 100 characters.
Sender E-mail	Although this is an optional field, it is recommended that you enter your own e-mail address here. This way you will be notified if there is a problem sending the document, otherwise a message will be sent to the recipient(s) e-mail address if there is a problem. Also, any replies from your recipient(s) will be sent to you. And in some cases, entering the sender e-mail may help the message from being rejected by anti-spam filters. Gale respects the confidentiality of e-mail addresses and does not use e-mail addresses for any other purposes.
Message	Lets you add a message for your recipient(s) that will appear at the beginning of the e-mail message, above any text associated with the document.

Disclaimer: While the data elements for the dynamically generated citations have been formatted to meet the latest citation standards set forth by the

respective agencies, these citations provide the available publication data for the document cited and should only serve as a guide and not as a replacement for the latest guidebooks – or those required by your instructor. ***Please refer to the provided [MLA](#) and [APA](#) examples for proper formatting. Consult your instructor for specific bibliographic style preferences required of your written work.***

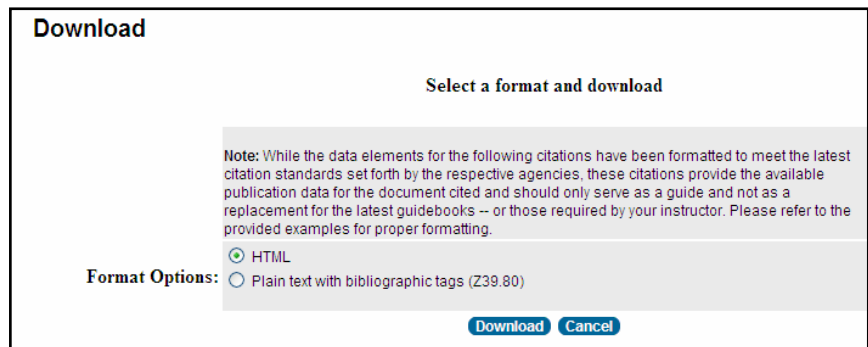
The **Cancel** button closes the E-mail window without any action being taken. To e-mail multiple documents at once, create a Marked Items list.

Downloading Documents

You may download a document as a file to be saved on your computer or to a disk, jump drive, etc.

Here's how:

1. From the document display page, click the Download link on the toolbar.
2. The Download options page will be displayed in a separate pop-up window.
3. Select HTML to download the document using formatted text (may include boldface and italics type) and to include active hyperlinks back to this database. Alternatively, in some databases you may be able select Plain text to download the document in text-only format, with bibliographic "tags" based on the Z39.80 standard.
4. Click Download.
5. Your browser will display options for saving the file.



The system will name the file "Downloaded Document" by default, using the appropriate file extension based on the format you selected.

For example:

Downloaded Document.html (HTML format)

Downloaded Document.txt (Plain text format)

If you wish to change the file name, simply type over the words "Downloaded Document", making sure to leave the extension that appears after the period (dot).

Note: No matter which format you choose, embedded non-textual elements such as images, will not be included in the downloaded document. However, if you selected the HTML format, the downloaded file will contain a link that returns you to the document display page where you can view the image(s).

The Cancel button closes the Download window without any action being taken.

Viewing/Printing a PDF Document

The PDF option allows you to retrieve, whenever possible, a Portable Document Format (PDF) file of a document for viewing or printing with Acrobat Reader, a free application available from Adobe Systems.

Depending on the collection you are viewing and the available content, PDF files may be retrieved for many kinds of documents, including (where available) articles and citations from magazines, journals, and eBooks. When viewing the PDF file, you will see an image of the document as it originally appeared in publication.

Look for the PDF link below the citation on a results list or your Marked Items list, and as a link on the document display page.

To retrieve PDF files:

1. Click on the PDF link.
2. If Acrobat™ Reader is not set up, follow the instructions.
3. The Acrobat™ Reader pops up; wait for the document to finish downloading (page images are rather large).
4. Use Acrobat™ Reader to read or print the document.


In some collections, you may be limited as to how many PDF pages can be viewed at one time. In this case, a pop-up window will prompt you to enter individual page numbers and/or a range of pages; for example: 1,3, 5-7, 11-15.

You may save a PDF document as an InfoMark. In addition, the Acrobat™ Reader provides tools to save a copy of the document directly to your PC or to disk, print the document, and e-mail it. Consult the Acrobat™ Reader Help files for more information.

Click the Close this window link when you have finished.

Note: If you are having difficulty saving and viewing PDF files, make sure you have Acrobat™ Reader version 6.0 or higher installed on your PC.

Citing Gale Resources

You can get bibliographic citation information based on a format of your choice while viewing a results list, a document or the Marked Items page by clicking the **How to Cite** link (sometimes shown as an icon ). You will be able to save the formatted citation(s) to a file, generate the formatted citation(s) on-screen for printing, or export the citation(s) for use with third-party software.

Note: While the data elements for the dynamically generated citations have been formatted to meet the latest citation standards set forth by the respective agencies, these citations provide the available publication data for the document cited and should only serve as a guide and not as a replacement for the latest guidebooks – or those required by your instructor. ***Please refer to the provided MLA and APA examples for proper formatting. Consult your instructor for specific bibliographic style preferences required of your written work.***

PREFERENCES

For select Gale collections, you may customize certain features of your current search session. Click the **Preferences** link (where available) on the title bar (found in the banner area at the top of the page) to display the Preferences page in its own browser window.

Begin by specifying how many citations will appear on the results list page by selecting from the **Number of results per page** pull-down list. You may view 5, 10, 20, or 50 citations per page at a time.

From the **Language** drop-down menu, select which language you want the system to use when displaying buttons, links, and instructions on the screen. Note that while this setting does *not* change or translate the language of the content found in this database, some

Select your Preferences for this session:

Number of results per page: ▼

Language: ▼

Search term highlighting: On
 Off

Font Color: ▼

Font Style: ▼

collections offer an on-demand translation service available when viewing documents.

If you want to see the search terms you entered appear differently from the remaining text on the document display page, enable **Search Term Highlighting** by clicking the "Yes" radio button. You will then be able to choose the font color and style you desire. By default you will see search terms highlighted in

red with a bolded font style.

Once you have set your preferences, click the **Apply Preferences** button to submit your choices. A message will be displayed indicating that your preferences have changed. Close the Preferences window to return to your search session.

The **Restore Defaults** button returns all preference settings to their default values. The **Cancel** button exits the page without making any changes and returns you to your search session.

MARK LIST

While viewing certain pages, such as search results and documents, you may want to collect records in a list called Marked Items which allows you to set aside documents you're interested in and then view and/or retrieve them all at once, rather than doing so one by one. Note that the kind of pages that support this feature varies by collection. If the **Mark** or **Marked Items** links are "grayed out," then the records you are displaying cannot be Marked.

Note: Once you have exited this database, your Marked Items list will be lost, unless you InfoMark it.

You may collect up to 50 documents in your Marked Items list. To add items to your Marked Items list, click to place a check mark in the corresponding **Mark** checkbox. Items on

results lists will appear highlighted as you mark them. To remove an item from your Marked Items list, simply click the checkbox to remove the check mark.

Whenever you display a marked item on a results list or on the document display page during your current session, you will see a check mark in the corresponding **Mark** checkbox.

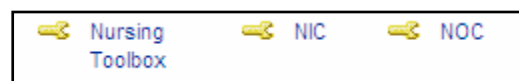
To view your current list of saved items, click the **Marked Items** icon in the toolbar (found in the banner area at the top of the page). The appearance of the Marked Items list closely resembles a results list; however, there are no tabs. Instead you'll see hyperlinks to the different categories of documents you've collected. Click a link to jump to that group of documents in the list. The total number of items you have marked is also shown at the top of the Marked Items list. Click the **Remove** button to remove an item from your list or click **Remove All** to clear all items from the list at once.

You may print your list of Marked Items as a list of citations or showing the complete text of all documents. Simply click the **Print** icon on the toolbar (found in the banner area at the top of the page) to display the Print Marked Items page.

You may e-mail your list of Marked Items to yourself and/or others. You choose whether the e-mail will contain the full text of all selected documents, only the citation references, or the documents as a PDF file. While viewing your Marked Items list, simply click the **E-mail** icon on the toolbar (found in the banner area at the top of the page) to display the Send Marked Items page.

NURSING TOOLBOX

A Toolbox for students that provides links to NIC, NOC and NANDA term lists is located on the toolbar below the Nursing Resource Center Banner. The toolbox also includes appendices to certain documents from Thomson Delmar, as selected the by the Nursing Resource Center editors.



SEARCH TIPS

To improve your search results, select the links under **Search Tips** for general search tips as well as any product-specific tips for searching the content you'll find in this collection (where available).

Stop Words

Stop words are small words that are not indexed. Stop words include such words as *a, and, etc., in, of, on* and *to*; the actual list varies depending on how you're searching. Basically, you don't have to think about stop words at all. The system recognizes stop words and knows how to search as if they weren't there. This method allows the search facility to focus only on the important words in your search expression and allows you to enter any phrase you want without having to remember to leave out any stop words. The important thing to remember is that if you search using a stop word, the result might contain a different word where the stop word is located. For example, the search **reaching the limit** would also match "reaching *its* limit."

Hyphen

A hyphen (-) used between two words is ignored. However, if you are searching for a word or phrase that normally contains a hyphen, you may include it: "e-mail" "dot-com"
Note that hyphens are also range operators for dates.

Apostrophe

Apostrophes should be used when searching contractions. For possessives, the apostrophe may be used in search phrases because the search engine will return results containing the words from the query. A wildcard (*) may be used whenever you are doubtful about word endings.

- can't
- Evolution's Darling
- Bush's cabinet
- Evolution* Darling
- Bush* cabinet

Ampersand

Ampersands are not recognized by the search engine and should not be used.

Period

A period (.) used between two words is ignored by the search engine. However, if you are searching for a word or phrase that normally contains a period, you may include the period, as in *gale.com*.

Capitalization

The search engine is not case sensitive. That is, use of capitalization does not affect the results of a search. For example, the following keyword searches are considered the same:

- teens and smoking or "drinking"
- teens AND smoking OR "drinking"
- Teens and Smoking or "Drinking"
- TeeNS and smoKIng or "DrInKiNg"

Wildcards (*, !, ?)

Sometimes you might want to find more than just exact matches to a search term. *Wildcards* let you substitute symbols for one or more letters.

With wildcards, you can match

- both the singular and plural forms of a word
- words that begin with the same root
- words that can be spelled in different ways

You can even match words that you're not sure how to spell!

There are three wildcard operators:

*	<p>An asterisk (*) stands for any number of characters, including none, and is especially useful when you want to find all words that share the same root. For example, pigment* matches <i>pigment</i>, <i>pigments</i>, <i>pigmentation</i>, etc.</p> <p>An asterisk can also be used within a word, but the other wildcards are more precise for this kind of use.</p>
?	<p>A question mark (?) stands for exactly one character and is especially useful when you're uncertain of a spelling. For example, a search like relev?nce means you can match the word <i>relevance</i> even if, like many of us, you can't remember whether it's spelled with <i>ance</i> or <i>ence</i>.</p> <p>A question mark is also useful for finding certain words with variant spellings. For example, defen?e finds both <i>defense</i> (American) and <i>defence</i> (British and Canadian). Multiple question marks in a row stand for the same number of characters as there are question marks. For example, psych????y matches either <i>psychology</i> or <i>psychiatry</i> but not <i>psychotherapy</i>.</p>
!	<p>An exclamation point (!) stands for one or no characters and is especially useful when you want to match the singular and plural of a word but not other forms. For example, product! matches <i>product</i> and <i>products</i> but not <i>productive</i> or <i>productivity</i>. The exclamation point can also be used inside a word to match certain variant spellings. For example, colo!r matches both <i>color</i> (American) and <i>colour</i> (British).</p>

If you see a message about a search being invalid, you'll need to add at least one character before one of the wildcards.

Logical Operators

Logical operators create relationships between search terms, between a term and a result set and between two result sets. They allow you to find the result of the intersection of two search terms or result sets, the combination of two terms or result sets, or the exclusion of a term or result set from a search.

There are three logical operators:

And	<p>The and operator specifies that <i>both</i> words on either side of the operator must occur in the part of a record you're searching for that record to match. For example, alcohol and health finds only those records in which both the word <i>alcohol</i> and the word <i>health</i> occur.</p>
Or	<p>The or operator specifies that <i>one or the other or both</i> of the words on either side of the operator must occur in the part of a record you're searching for</p>

	that record to match. For example, dreams or daydreams finds records in which either the word <i>dreams</i> or the word <i>daydreams</i> or both occur.
Not	The not operator specifies that the word before the operator must occur but the word after the operator must <i>not</i> occur for a record to match. For example, crime not murder finds all records in which the word <i>crime</i> occurs <i>except</i> the ones in which the word <i>murder</i> also occurs.

Logical operators in a search expression are evaluated in a particular order:

1. **not** and **and**
2. **or**

If you want to change the order of evaluation, use the nesting operators.

Nesting Operators

The search system follows a particular order of evaluation when there are two or more operators in a search expression. First, wildcards (*, !, ?) are evaluated. Next come proximity operators, which are tightly bound to the words on either side of them. Finally, the logical operators are evaluated: first **not** and **and**, followed by **or**.

You can change the evaluation order of the logical operators by using *nesting operators* (parentheses). When you nest entries, the search system performs the operation within parentheses first, then merges the result with the part of the entry outside the parentheses.

Examples

The search expression **race or color and discrimination** specifies that you want to find records that contain either the word *race* or both the words *color* and *discrimination*. This expression is equivalent to the expression **race or (color and discrimination)**.

The search expression **(race or color) and discrimination** specifies that you want to find records that contain either or both of the words *race* or *color* and that also contain the word *discrimination*.

Proximity Operators

Proximity operators are used between two search terms to indicate that the terms must occur in a record within a specified distance of each other for that record to match. Words that are close to each other are more likely to be related than words that are far apart.

A proximity operator has two components:

- A **letter** that indicates the *direction*
- A **number** that indicates the *distance* in words

There are two proximity operators:

Wn	The W (within) operator specifies that the word that follows the operator must occur within n words <i>after</i> the word that precedes the operator for a record to match. For example, the search expression shared w3 values matches any records in which the word <i>values</i> occurs three or fewer words after the word <i>shared</i> .
Nn	The N (near) operator specifies that the words on either side of the operator must occur within n words of each other <i>in either direction</i> for a record to match. For example, the search expression memory n5 repressed matches any records in which the words <i>memory</i> and <i>repressed</i> occur within five or fewer words of each other in either direction.

You can use proximity operators only when searching indexes made up of individual words, such as a title index. They are most useful in indexes of large areas of text, such as keyword and full-text indexes.

Note that proximity operators can be used only between two words, not between a word and an expression within nesting operators (parentheses):

Invalid expression: **fleas n10 (dogs or cats)**

Valid alternative: **fleas n10 dogs or fleas n10 cats**

Range Operators

You can use range operators to restrict numeric searches (such as publication dates) to a desired range.

since, after, gt, >	These operators are equivalent and specify that matching articles must have been published more recently than the date that follows the operator. Example: since 28 feb 1999 (published after February 28, 1999).
Ge	This operator specifies that matching articles must have been published on or after the search date
before, lt, <	These operators are equivalent and specify that matching articles must have been published earlier than the date that follows the operator. Example: before 5/8/1998 (published before May 8, 1998).
Le	This operator specifies that matching articles must have been published on or before the search date
to, - (hyphen)	These operators are equivalent and are used between numeric search terms that specify the lower and upper bounds of the search. Example: da jan 10 - jan 17 (published between January 10 and January 17 of the current year).

Note: Publication dates are stored as *yyyymmdd*. Monthlies and bimonthlies have a publication "day" of *00* (e.g., *19990300*). For annuals, both the month and day are zero (e.g., *19980000*).

Restoration Marks (" ")

Certain words and abbreviations can cause problems in searches. If the search system sees a term that's a search operator or an Advanced Search index abbreviation used by the current collection, it will treat the term as an operator or index even if you intend that the term be taken literally.

The following terms can cause error messages or unintended results: **and**, **or** and **not** (logical operators); **n** and **w** followed by a number (proximity operators); and any two-letter Advanced Search index abbreviation (such as "au" which represents the author index in some databases).

Restoration marks (" ") placed around the term overcome this problem, with some limitations, by telling the search system that everything inside the marks is to be taken literally. (They're called *restoration marks* because they "restore" the literal meaning of the term.)

Here's an example of how restoration marks work. The search expression **sink or swim** results in far more matches than you might expect. The reason is that the search system sees *or* as a logical operator and finds all records in which either *sink* or *swim* or both occur. To prevent this, enclose the operator in restoration marks: **sink "or" swim**.

An important limitation to keep in mind is that if a quoted operator is a stop word in the index you're searching, such as **and** in keywords, it will be handled like a stop word. Words that are operators without restoration marks and stop words with them pose a problem. You can't directly search for the word *and*. In certain indexes, you can't search for *or* or *not* either.

Quotes or Quoted Strings

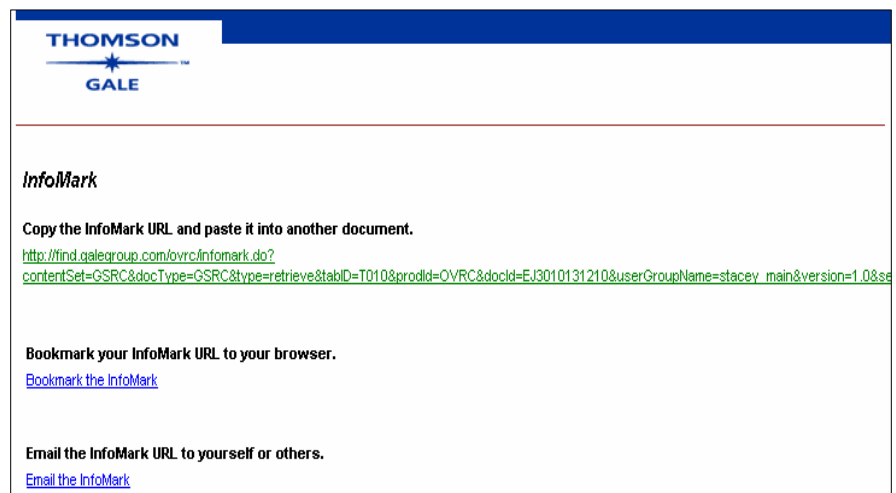
Any string placed in quotes in any text search field is processed as if the user had entered it with the W1 proximity operator. Quotes can be used to find an exact phrase match.

INFOMARKS

By using the InfoMark feature, you and others can re-visit practically any page you choose after you've ended your current session. You can InfoMark most kinds of pages. Depending on the Gale collection you are currently using, this may include, where available, search input screens, entire result lists, specific documents (full-text as well as PDF versions), and your Marked Items list. While displaying a page, just click the **InfoMark** link in the toolbar (found in the banner area at the top of the page) and a separate browser window will open, allowing you to copy and paste the InfoMark into another document, bookmark the InfoMark, and/or e-mail it. Your Marked Items list may also be saved as an HTML page. If the **InfoMark** link is "grayed out" on the toolbar, then you cannot InfoMark that page.

What is an InfoMark?

An InfoMark is the "Web address" (or URL, which stands for "universal resource locator") of the specific page of the Gale collection you are viewing. What is special about this Web address is that you can come back directly to this same page, even when your current search session is over. This allows you to easily refer back to and share with others the information you found in a Gale collection.



THOMSON
 GALE

InfoMark

Copy the InfoMark URL and paste it into another document.
http://find.galegroup.com/ovrc/infomark.do?contentSet=GSRC&docType=GSRC&type=retrieve&tabID=T010&prodId=OVRC&docId=EJ3010131210&userGroupName=stacey_main&version=1.0&se

Bookmark your InfoMark URL to your browser.
[Bookmark the InfoMark](#)

Email the InfoMark URL to yourself or others.
[Email the InfoMark](#)

Important! Anyone who uses an InfoMark **must have access to the product from which the InfoMark came**. Users who have access to some Gale products but not the product from which the InfoMark came will see a message indicating that the InfoMark specifies a database that is not on their current subscription list.

How to Copy and Paste an InfoMark

Navigate to the page you wish to InfoMark then click the **InfoMark** link in the toolbar. In the InfoMark window that appears, you'll see the actual InfoMark URL, beginning with http://. Don't be surprised if the URL spans more than one line! Simply copy the URL and paste it where needed into an electronic application (word processing editor, e-mail editor, HTML editor, etc.).

How to Drag and Drop an InfoMark

If supported by your browser, you may drag the InfoMark URL to your browser's Bookmark/Favorites pull-down menu or sidebar. Simply position your cursor over the URL in the InfoMark window, and drag it up to your browser's "Favorites" folder and drop it in.

How to Bookmark an InfoMark

Navigate to the page you wish to InfoMark then click the **InfoMark** link in the toolbar. In the InfoMark window that appears, click the **Bookmark InfoMark** link to add the InfoMark to your browser's Bookmark, Favorites, or Shortcuts list, depending on your operating system and browser user. Note that some browsers do not support bookmarks, so this option may not appear.

How to E-mail an InfoMark

Navigate to the page you wish to InfoMark then click the **InfoMark** link in the toolbar. In the InfoMark window that appears, click the **Email InfoMark** link.

A separate window will open for you to enter one more recipient e-mail addresses (type a semicolon between multiple addresses), keep or type over the default subject line, and enter an optional message. Then enter your e-mail address as the sender's e-mail address. Click the **Send** button when you are ready to send the e-mail. Clicking **Cancel** will exit the window without making any changes.

How to Save All Your Marked Items as an HTML Page

While viewing your Marked Items list, then click the **InfoMark** link in the toolbar. In the InfoMark window that appears, click the **Save Marklist as HTML** link. You'll see a preview of the Marked Items List page. You can then select the **Save As** option on the menu of the preview page and save the Marked Items as an HTML page.

How to InfoMark Individual Items in Your Marked Items List

While viewing your Marked Items list, you'll see the InfoMark icon appear before each citation. Click the icon to InfoMark that specific document. You will have the choice to copy and paste, bookmark, and/or e-mail the InfoMark, as described above.

How Do I Use an InfoMark?

If you created an InfoMark as a bookmark or shortcut, simply click the link.

When you or someone else visits your InfoMarked search results, your search is run anew against the current contents of the database. You may get additional or updated information than when you originally performed the search.

Keep in mind that successfully using a link starts a search session in a Gale database. Even if the link simply goes to a document, all resources of that database are available to the user.

Documents that are InfoMarked should be reasonably stable, but the list of sources 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.

For more information on *Nursing Resource Center*, please visit www.gale.cengage.com/NursingResourceCenter/ or the product's Help File.