

How to Find Information for School Assignments

TOPIC: World Book Encyclopedia Online

WHAT IS WORLD BOOK ONLINE?

When you are doing research, an encyclopedia is often a good place to start. Reading an encyclopedia article can provide you with a topic overview and introduce you to important keywords and vocabulary used to discuss your topic. Encyclopedia articles provide a good foundation for further and more in-depth research.

World Book Encyclopedia Online Reference Center is a database. It contains over 25,000 up-to-date encyclopedia articles, just like a print encyclopedia. However, unlike a print encyclopedia it also contains links to **current magazine articles**, **reliable websites**, **lists of books on your subject**, and **in-depth special reports**.

This database may be accessed from home with a Los Angeles Public Library card.

HOW CAN I ACCESS THIS DATABASE?

1. Go to the LAPL homepage (<http://www.lapl.org>)
2. Click the link that says "Access the Databases" (if you are accessing the database from home, you will be asked to enter your library card number and zip code)
3. Click the link that says "Student Sources" for a list of databases
4. Click the link that says "World Book Encyclopedia" (databases are listed alphabetically)

HOW DO I SEARCH FOR ARTICLES IN THE DATABASE?

Enter your keywords into the search box and click the "Go" button.

Example: "death penalty"

The screenshot shows the World Book Online Reference Center interface. At the top, there's a navigation bar with "Home", "Search", "Atlas", "Dictionary", "Encyclopedia", and "Explore California". A search box contains "SEARCH WORLD BOOK:" with a "GO" button and a link to "Advanced Search". Below the search bar, the results are categorized into "Search Results" and "Content Overview".

Search Results: You searched for "Death Penalty". The results are listed as follows:

- Encyclopedia Articles:** 59 items
- Behind the Headlines:** 2 items
- Dictionary:** 1 item
- Tables:** 3 items
- Back in Time:** 217 items

Content Overview:

- Behind the Headlines:** Saddam Hussein captured. More Behind the Headlines
- Dictionary:** death penalty
- Tables:** Capital punishment in the United States. More Tables
- Back in Time:** Court (1979). More Back in Time

The keyword search for "death penalty" brings up 59 related encyclopedia articles.

Notice that the main article for this topic is not called "Death penalty." Instead it is under the heading "Capital punishment."

In addition to encyclopedia articles, your search results include links to:

Behind the Headlines: links current stories in the news to related encyclopedia articles

Tables: provides facts and statistics in easy-to-read format

Special Reports: in-depth features articles focusing on timely topics

Back in Time: articles from past issues of *World Book Year Books* dating back to the 1920s

To read the article, click the title link.

I FOUND THE ARTICLE – WHAT SHOULD I DO NEXT?

The screenshot shows the World Book Online Reference Center interface. At the top, there is a navigation bar with links for 'Reference Center Home', 'Site Contents', and 'Help'. Below this, there are links for 'Spanish-Language Encyclopedia' and 'British-English Edition'. A search bar is located on the right side, with a 'GO' button and an 'Advanced Search' link. The main content area is divided into several sections: 'Article Contents' on the left, 'Tools' in the center, and 'Related Information' on the right. The 'Article Contents' section lists various sub-sections of the article, including 'Introduction', 'Solar system', 'Sun', 'The planets at a glance', 'Observing the planets', 'How planets move', 'The planets of our solar system', and 'Planets in other solar systems'. The 'Tools' section contains links for 'Dictionary help', 'Print full section', 'E-mail article', 'Highlight search term in text', 'Save article', and 'View full article'. The 'Related Information' section lists links for 'Encyclopedia Articles', 'Questions', 'Books to Read', 'Back in Time Articles', 'Special Reports', 'Web Sites', and 'Magazine Articles'. A black arrow points from the 'View full article' link in the 'Tools' section to the text below.

View full article: When an article is very long, *World Book* will break it up into sections. To view the entire article at once, click this link.

ARTICLE CONTENTS (LEFT SIDE OF SCREEN)

This section provides a table of contents listing the main sections of the encyclopedia article.

Main Sections: Clicking one of these headings will allow you to jump to that section of the article.

Citation Information: Click this link to see how the encyclopedia article should be cited in a bibliography or works cited

RELATED INFORMATION (RIGHT SIDE OF SCREEN)

This section provides links to other resources that can help you with your research, including websites, magazine articles, and books.

Encyclopedia Articles: Click this link to see articles in the *World Book Encyclopedia* that are related to your topic

Books To Read: Click this link for a list of recently published books related to your topic

Special Reports: Not available for all topics; in-depth feature articles on current events and timely topics

Web Sites: Provides links to reliable, relevant websites selected by the editors of *World Book Encyclopedia*

Magazine Articles: Provides links to magazine articles on the topic published within the past 3 years

HOW DO I PRINT AND EMAIL ARTICLES?

Above the text of the encyclopedia article, you will see a white box with the heading “Tools.” In the box, you will find several links that will allow you to format the article for printing, to save it to a disk, or send it to an email address.

Print full article: Click this link for a printer-friendly version of your article.

Email article: Click this link, enter your email address, and the encyclopedia article will be sent to you immediately.