



Gale Virtual Reference Universe (GVRL)

This database contains the full-text of over 2,500 encyclopedias & reference works on a wide range of disciplines & topics.

**Note: The Library has more reference books on your topic that are not in Gale Virtual Reference Universe, so please ask the Librarians as well when wanting to find reference books.

Accessing the Database

Go to the Library Homepage css.edu/Library

Click on the Encyclopedias tab at the top and then select the *Gale Virtual Reference Library* link.

Library of The College of St. Scholastica: Encyclopedias

Welcome to the CSS Library. Please contact us if you need assistance.

Home Getting Started **Encyclopedias** Books Articles Citation Help Archives

The Encyclopaedia

Frontispiece to the *Encyclopaedia* by Denis Diderot, 18th century engraving. Find more illustrations at [Art Museum Image Gallery](#).

General Encyclopedias

- [Britannica Online \(College edition\)](#)
- [Funk & Wagnall's](#)

Getting started with encyclopedias

Admit it. You've used *Wikipedia*. Not that there's anything wrong with that! So you know how valuable a good encyclopedia article can be - it gives you an overview of topic without the length of a book or the specificity of a journal article. It's like Baby Bear's bed - it's just right. Use this guide to find great encyclopedia articles written by scholars from works selected by librarians. Your professors will love it!

- [Reference Universe](#)
Use Reference Universe to search the table of contents & indexes of the majority our print & electronic encyclopedia collection.
- [Subject Encyclopedias](#)
A master list of both print & electronic subject encyclopedias (i.e. encyclopedias focused on single topic & written by scholars) arranged by subject.

e-Encyclopedia collections

- [Credo Reference](#)
Dictionaries, encyclopedias & other reference sources. Includes subject guides and links to related resources in our other databases.
- [Gale Virtual Reference Library](#)
- [IGI Global Research](#)
Hundreds of full-text e-reference books in the field of computers in the health sciences, medicine, & business.

Dictionaries

- [Merriam-Webster Dictionary](#)
This collegiate dictionary also includes a thesaurus.
- [Oxford English Dictionary](#)
The definitive source for the history of the English language.

Tutorials for Top Reference Resources

- [Reference Universe](#)
- [Gale Virtual Reference Library](#)
- [Credo Reference](#)

Related guides

- [The World of the 18th Century for English Majors](#)
- [Medieval & Renaissance Resources in the CSS](#)

If you are off campus, when you click on the title of the database, this window will automatically pop up:

Database Access via The College of St. Scholastica Library

Please enter your username:

Please enter your password:

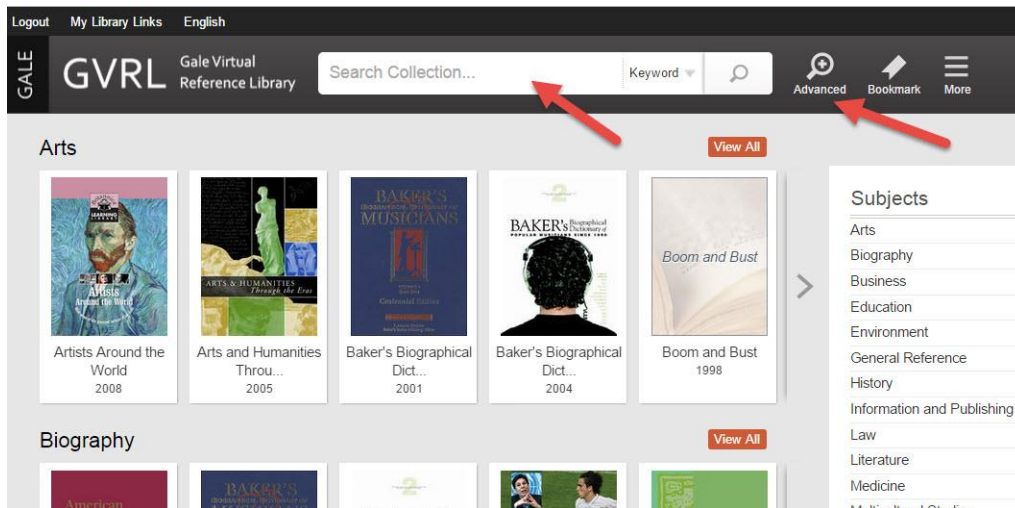
Your network login is active as long as you are a registered student, faculty or staff member of The College of St. Scholastica.

Enter your Novell username and password (what you use to log in to Blackboard, COR, your CSS email, or any computer in a lab on campus).

**Note: If you have trouble logging in, please call the IT help desk (Toll free 1-877-723-5911).

Gale Virtual Reference Library Homepage

Enter your topic in the box after *Search Collection...* and click on the magnifying glass to begin your search. Click on the Advanced icon for more search options.



Advanced Search - Click on *Advanced* to combine multiple ideas of your topic and also search by keyword, document title, etc. You can also limit your search to just documents that contain images, by publication date, etc.

Advanced Search

Your library's GVRL holdings offer a combined 602,305 documents. Select index(es) and enter term(s) to search.

Search for in

And in

And in

More Options

Document Contains Images

by publication year(s):

All Before Within After Between

Click on the dropdown arrow to the left to string your terms together. Choose AND, OR, NOT to broaden or narrow your search.

AND – narrows searches by combining terms. Citations must have all your terms to be included in results list. Ex. Shellfish AND allergy AND precautions.

OR – broadens searches by searching for all terms separately. Citations will have either term. Ex. Higher Education OR College

NOT – narrows searches by excluding a portion of a large topic. Citations will have the first term but NOT the second term. Ex. Dogs NOT Poodles, Management Styles NOT TQM

Results Page

The screenshot displays a search results page with two topic overview cards and a sidebar. The first card is for "Duck-Billed Platypus: Ornithorhynchidae" from Grzimek's Student Animal Life Resource. The second card is for "Platypus" from The Gale Encyclopedia of Science. The sidebar on the right is titled "Limit Search by:" and includes sections for "with images", "Content Level", "Document Type", "Publication Title", and "Subjects". Red arrows point to the search terms in the first card, the "View eBook" button, and the "Limit Search by:" sidebar.

TOPIC OVERVIEW
Duck-Billed Platypus: Ornithorhynchidae, page(s): 15-23. Word Count: 2498.
Grzimek's Student Animal Life Resource
Ed. Catherine Judge Allen, Arthur V. Evans, Melissa C. McDade, Neil Schlager, Leslie A. Mertz, Madeline S. Harris, et al. Vol. 14: *Mammals: Volume 1*. Detroit: UXL, 2005.
A platypus, at first glance, resembles an otter with a duck's bill on its face and a beaver's tail in back. An adult platypus, about the size of a house cat, weighs from 3 to 5 pounds (1.5 to 2.5 kilograms), its adult...
[View eBook](#) [Save](#)

TOPIC OVERVIEW
Platypus, page(s): 3399-3401. Word Count: 1168..
The Gale Encyclopedia of Science
Ed. K. Lee Lerner and Brenda Wilmoth Lerner. Vol. 5. 4th ed. Detroit: Gale, 2008.
The platypus is an egg laying mammal that is well adapted to the water. Physically, it looks like a mole or otter, with a beaver's flattened tail and a duck's bill. It also has short, powerful legs and webbed feet. While...
[View eBook](#) [Save](#)

Limit Search by:
 with images
Content Level
 Basic
 Intermediate
 Advanced
Document Type +
Topic overview (20)
Article (3)
Biography (3)
Publication Title +
The Gale Encyclopedi... (7)
American Men & Women... (3)
Grzimek's Animal Lif... (3)
Subjects +

To the right of the screen, click on ways to limit your results such as by document type, publication title, subjects or more. Click on the title of the encyclopedia article to view the full-text. Below the first lines of the article, click on the *View eBook* or *Save* buttons for those actions.

View Sample Article

The screenshot shows a search results page for 'Platypus' in the Gale Encyclopedia of Science. At the top left, there is a 'Search Results' link and a 'Table of Contents' button. A red arrow points to a 'View eBook' button in the top right. Below the title 'Platypus', there is a 'Listen' button with a play icon, also indicated by a red arrow. A list of related topics is shown: 'Physical characteristics', 'Feeding', 'Burrows and breeding', and 'Resources', with a red arrow pointing to the 'Feeding' link. The main text begins with 'The platypus is an egg laying mammal that is well adapted to the water...' A red arrow points to the 'Related Subjects' button at the bottom of the right-hand 'Tools' sidebar. The 'Tools' sidebar includes options for Citation Tools, E-mail, Download, Print, Highlights and Notes (0), Save, Download MP3, Share, Translate Article, and a search box for 'within publication'.

Click on *View eBook* in the upper right-hand corner to view the PDF of the article in the encyclopedia. This is helpful for viewing pictures as well as having page numbers for citing.

You can listen to these articles by clicking on the *Listen* button.

To the right of the screen are various tools for citing, email, download, print, highlight, save, or download the audio MP3 file. You can also translate the article to other languages by selecting from the pull-down menu.

Click on the *Related Subjects* button at the bottom of the right-hand column to view other encyclopedia articles on similar topics.

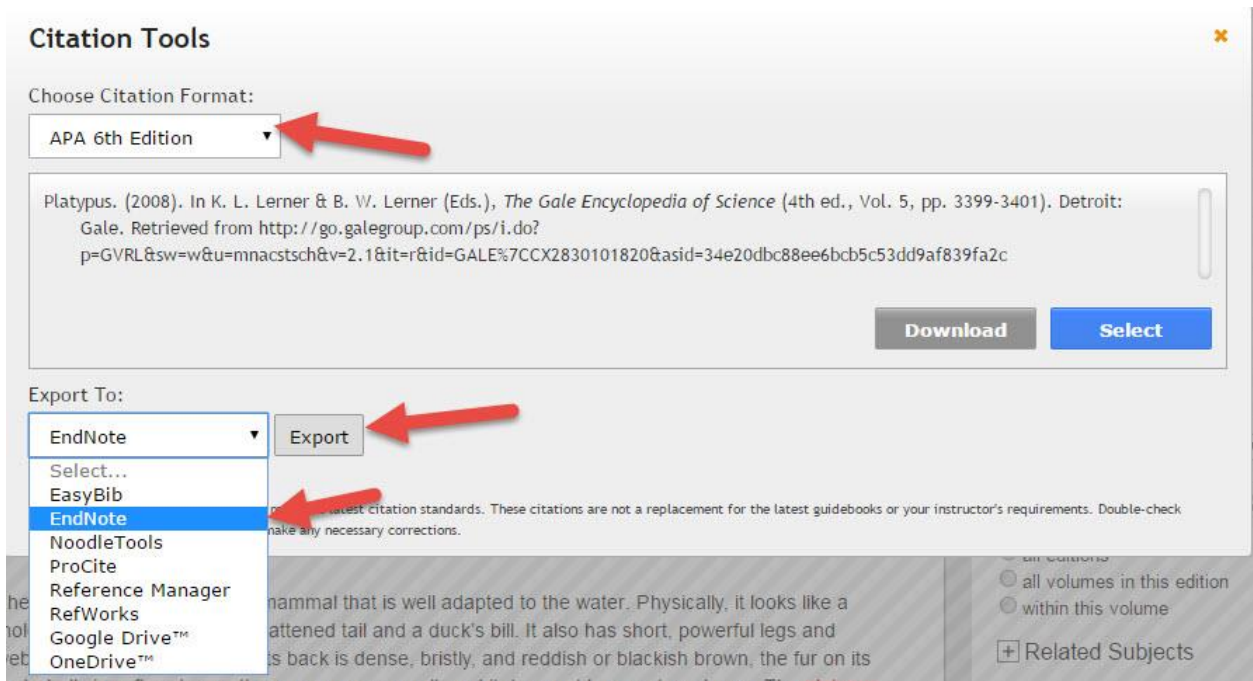
Exporting Citations to EndNote

(see [instructions for EndNote](#) for information on how to use this program)

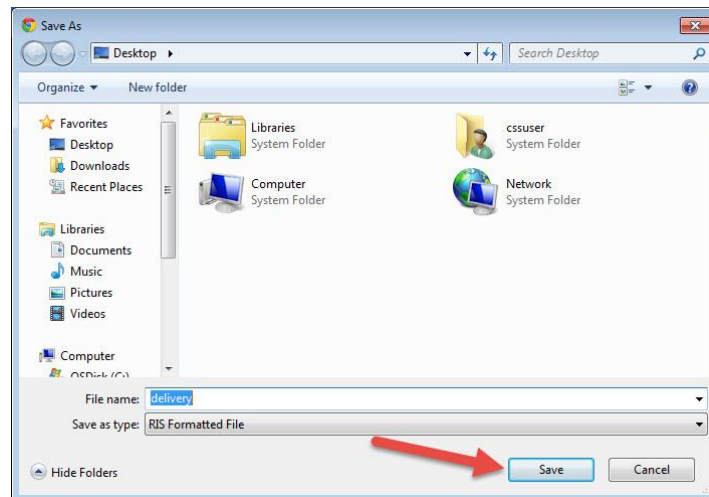
Select *Citation Tools*.

Select which citation style you would like by selecting it from the pull-down menu.

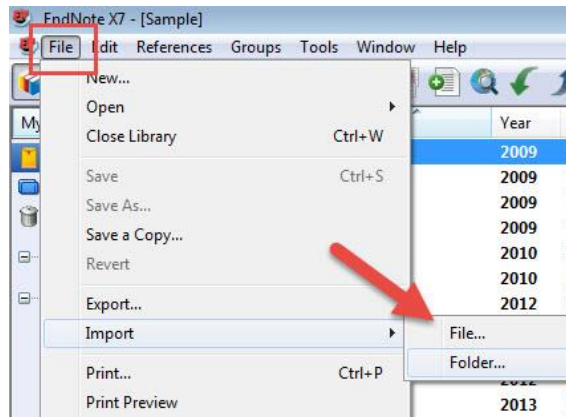
Select *EndNote* from the pull-down menu below *Export To:* and then click on the *Export* button.



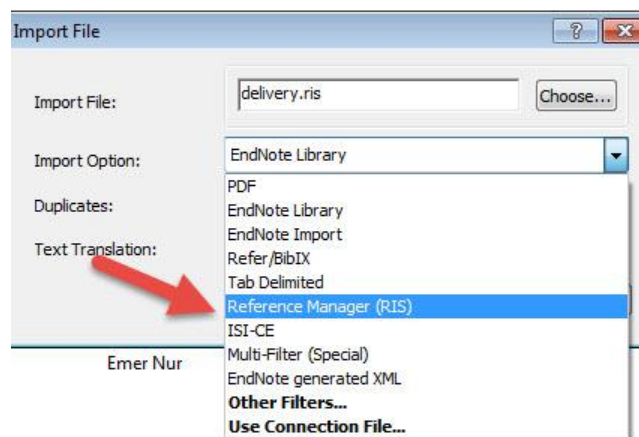
Click on *Save* where you wish the file to be saved.



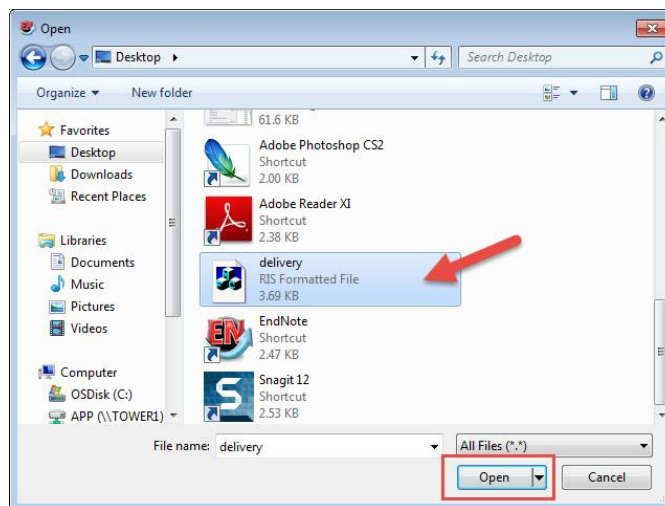
Open the EndNote library you wish to add the citation to and in the *File* tool bar option, select *Import* and *File...*



Select the *Import Option* and click on *Reference Manager (RIS)*.



Click on *Choose...* to select the file you just saved and click on *Open*.



Your citations will now automatically be added to your EndNote library.