



Professional Development Collection

BEGINNERS GUIDE

COVERAGE: Designed for professional educators, this database provides a highly specialized collection of over 500 full text education and related journals, including more than 300 peer-reviewed titles.

ACCESS: From the Library's web page (www.ius.edu/Library), click on "Article and Database Searching" (under FIND INFORMATION). Scroll down to the Alphabetical List and select Professional Development Collection. (From off-campus, log in as prompted.)

BASIC INSTRUCTIONS:

1. Type in your search terms. (You may scroll down and limit your search to full-text and/or scholarly materials by clicking the appropriate box, or to a specific magazine by typing in its title.) Then click on "Search."
2. To view an article, click on the "HTML full-text" or "PDF full-text" notation in the citation. (If there is no full text notation available, IUS may own the print periodical or you can get it through interlibrary loan—ask at the Reference Desk.)
3. To print an article:
 - For HTML: Click on the blue print notation at top of page. Click on "Print" and "OK" if prompted. Alternately, you can just click on your browser print option.
 - For PDF: Wait for Adobe reader to load. Then click on the print icon IN THE ADOBE SCREEN—the one closest to the text. (If you use your browser print options with PDF the article will not print.)
4. You may also e-mail or download an article. Click on the "E-mail" or "Save" option at the top of the screen and follow instructions.

PLEASE NOTE THAT THESE ARE EXTREMELY **BASIC** INSTRUCTIONS. FOR ADDITIONAL INFORMATION CONSULT ONLINE HELP, ASK AT THE REFERENCE DESK, OR CALL 941-2489. *Indiana University is an equal opportunity institution. If you have a disability and need assistance, arrangements can be made to accommodate most needs. Contact the Office of Services for Students with Disabilities at 941-2579.*