**Literature Criticism Online**

**Search Tips**

*Literature Criticism Online (LCO)* represents a range of modern and historical views on authors and their works across regions, eras and genres. Imagine centuries of analysis — the scholarly and popular commentary from broadsheets, pamphlets, encyclopedias, books and periodicals — delivered in an easy format that matches the exact look and feel of the print originals. Only *Literature Criticism Online* brings together the most acclaimed literary series from Gale: *Contemporary Literary Criticism®, Twentieth-Century Literary Criticism®, Nineteenth-Century Literature Criticism®, Shakespearean Criticism, Literature Criticism from 1400–1800, Classical and Medieval Literature Criticism, Poetry Criticism, Short Story Criticism, Drama Criticism, and Children's Literature Review.*

**HOW TO USE LITERATURE CRITICISM ONLINE:**

Use your library’s Internet browser to go to the Literature Criticism Online URL. At the home page, you will find several search options:

**BASIC SEARCH BY KEYWORD, FULL TEXT, AUTHOR, OR WORK TITLE**

To broaden or narrow your search in one step, four types of searches are available from the Basic Search mode using the pull-down box:

- **KEYWORD** — to search the entire collection for the presence of the search term within the authors name, work title, literary topic, critical essay annotation, critic name, and source title, enter the term in the box, use the pull-down box to select the Keyword and then click “Search.”
- **FULL TEXT** — to searches the entire collection for the presence of the search term within the entire text of the article including keyword fields, repeat process but select full text.
- **NAMED AUTHOR** — For information about a specific author, repeat process but select Named Author
- **NAMED WORK** - For information about a specific literary work, repeat process but select Named Work

You may further narrow your results by limiting to year(s) of criticism, series, and number of results per page. The series available will be specific to the series your institution has in the collection. Therefore the results will vary.
ADVANCED SEARCH

Use Advanced Search for:

- Find a specific article, when you already know the work title, author, critic, and/or publication name.
- Combining your terms with Boolean operators (AND, OR, NOT)
- Conduct fuzzy searching (low, medium, or high) in order to retrieve near matches

Enter the term(s) in an index field. Boolean operators let you connect up to three terms. Include fuzzy search settings to locate a word despite imperfect matches in spelling between the search term and document content.

You may limit your search even further by selecting one or more of the search limiters provided.

BROWSE AUTHORS

Browse Authors is best used when you know the author’s name you are looking for.

You may search two (2) different ways:
1) type a name in the search box, which will take you to that place in the alphabetical list where the name appears; or
2) select a letter in the alphabet at the top to go to the authors that begin with that alpha character

BROWSE WORKS

Browse Works is best used when you know the work title you are looking for. This search is similar to Browse Authors and Browse Topics.

You may search two (2) different ways:
1) type a work in the search box, which will take you to that place in the alphabetical list where the works appear; or
2) select a letter in the alphabet at the top to go to the works that begin with that alpha character
BROWSE TOPICS

Use Browse Topics when you want to find topics that are the focus of overview entries in the database. This search is similar to Browse Authors and Browse Works.

You may search two (2) different ways:
1) type a topic in the search box, which will take you to that place in the alphabetical list where the topic appears; or
2) select a letter in the alphabet at the top to go to the topics that begin with that alpha character

VIEWING YOUR RESULTS

Once you execute a successful search, you will view a results list. Scan the list of titles to locate one to fit your research needs. To use your results list click on the hyperlinked document text to read the document. You may also view the documents table of contents by selecting Inside this Entry. You may change your sorting options by using the pull-down box at the top of your result list to change the way your result list is sorted to: Series, Title, Publication Date Ascending, and Publication Date Descending.

DOCUMENT OPTIONS

Clicking on an entry title within a citation on a results list displays the Document View of the first page of that entry. From here, you may navigate to the previous and next page of the entry utilizing the left and right arrows within the shaded page navigation bar. You may also enter a page number within the range of page numbers on which the entry appears and hit Enter to be taken directly to that page as well as modify the size of any page image you are viewing by selecting an alternative percentage from the Scale drop-down box within the page navigation bar.
Tools and other features available in the document view:

- **Reading View** - reformat the document for easy reading/browsing
- **Print and View PDF** – print the pages you are currently on or the entire article/ essay
- **Revise Search** – returns you to the search original search page with the current search criteria
- **Search History** – Takes you to a list of previous search conducted during the session
- **Back to Results** – returns you to the list of results from the current search
- **View Mark List** – a folder that appears after you have chosen to mark one or more articles/ essays

In addition to the above features, the Document View includes the brief citation for that work at the top of the display including:

- **Inside this Entry** – A table of contents for the essays provided within the full entry
- **Inside this Volume** – A table of contents for the other entries within the specific volume of a series
- **Titles Discussed** – when applicable, this will open a pop-up window containing a list of the works mentioned in that entry as well as the corresponding page numbers you can click on to go directly to the page of the entry.

**INFOMARKS**

When you see the Infomark icon, you and others can revisit practically any page you choose after you’ve ended your current session. The Infomark is available for an individual entry, search results, Mark list, etc. While viewing a page, simply select the URL in the address bar at the top of the page. You may copy and paste the URL into another document, web site or teaching tool, save the URL into your favorites list and/or e-mail it.

If you require further assistance with *Literature Criticism Online* please contact your librarian.