**Gale’s Academic OneFile**

**Email from Administrators/Librarians to Faculty**

Audience: Faculty

**How to Use:** (1) Customize the copy as needed and add a hyperlink to your library’s website or *Academic OneFile* product page. Shorten the link with bit.ly, if needed. (2) Copy and paste the subject line and body copy into an email. (3) Customize and attach Gale's *Academic OneFile* email from faculty to students and promotional materials as you see fit—a flyer and web banners are available. (4) Send your completed email to your students and share promotional materials as you see fit.

**Subject Line:** Make Finding Credible Sources Easier for Your Students

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Regards,

<Librarian’s Name/Signature>