**Gale’s Academic OneFile**

**Email from Faculty to Students**

Audience: Students

**How to Use:** (1) Librarian customizes the copy, adds hyperlinks, and saves the file. (2) Librarian attaches the file to Gale's *Academic OneFile* email from librarian to instructor. (3) Instructor explores the product and notifies students that it will be integrated into lesson plans. (4) Instructor customizes the email that was provided by the administrator/librarian. (4) Instructor copies and pastes the subject line and body copy into an email. (5) Instructor sends email to students.

**Subject Line:** Find Credible Sources Easier

Good news! Our institution subscribes to *Academic OneFile* from Gale. This go-to resource allows you to easily search through more than 17,000 publications from scholarly journals and periodicals, including *Nature*, the *Economist*, and the *New York Times*. Plus, there are thousands of podcasts and transcripts from NPR and CNN as well as videos from BBC Worldwide Learning.

**With *Academic OneFile*,you can:**

* Browse or search by discipline on any device.
* Use the Topic Finder tool to connect concepts to guide your research.
* Download files directly to Google Drive via G Suite for Education.
* Pull complete citations in MLA, APA, and Chicago-style formats; and copy, paste, or export to popular services like EasyBib.

As an added bonus, you can also retrieve *Academic OneFile* from Google Scholar via our library’s subscription.

**Be sure to bookmark this research tool.**

Access *Academic OneFile* now via <Library Name> at <hyperlink to your library’s website or *Academic OneFile* product page>.

Regards,

<Instructor’s Name/Signature>