

## **eLibrary**

1. Select your school > dropdown menu > Dinwiddie High School
2. **Username = generals Password = Generals1!**
3. Select *eLibrary*
4. Search using key terms for your topic
  - a. A major lead article that gives a broad overview of the topic may appear at the top of the results list > click MORE to expand the entire article
  - b. In the Pro/Con section or in the results list, click an article title to open and skim it
5. **To print:** Use the green toolbar menu on the right
  - a. PRINT to print the article
  - b. CITE to display the citation > Copy > Paste it into a doc and print separately
6. **To save to Google drive:** Save to Cloud > Google Drive > login to your school Gmail > Go back to *eLibrary* and select CITE. Copy > Paste at the end of the article doc