* From the Library’s main webpage, click the link labeled “E-Databases” in the Library Resources section on the left side of the page.
* Click on the icon labeled Facts on File: World News Digest.
* Facts on File has three sub-databases focused on different topics. You must search each of them individually. Read their descriptions and click one that fits your topic and source needs:
	+ Issues & Controversies- presents pros and cons of political and social issues. Consists of data, primary sources, videos, and curriculum instead of journal articles.
	+ Today’s Science- contains condensed, academic articles and interactive resources like crosswords covering topics in mathematics and the hard sciences.
	+ World News Digest- contains news articles and essays on both historical and current events from around the world.
* To search for a topic in one of these sub-databases, type keywords about your topic in the search bar on the main page and click one of the suggestions or the magnifying glass to search:
	+ In Issues & Controversies:
		- The main page for each topic is broken down into smaller pro and con arguments for different sub-points. If the topic is broad or very detailed, it may have an overview page on the topic’s history.
		- In the toolbar by the search bar, you can click: “Issues” for a list of all the issues discussed on the site, “Curriculum Tools” for tip sheets on writing and evaluating papers, and “Resources” for additional media like videos.
	+ In Today’s Science:
		- Clicking a suggestion in a search bar selects a specific article while clicking the magnifying glass retrieves a list of possible articles which you can narrow down using the limiters in the left-hand toolbar.
		- In the toolbar by the search bar, you can click: “Topic Index” for a list of all topics or “Resources” for tip sheets on writing and evaluating papers.
	+ In World News Digest:
		- Search results include articles and profiles. Profiles display articles and background information on a topic, landmark event, country, or person.
		- In the toolbar by the search bar, you can click: “Browse News” for profiles listed by type, “Resources” for data and tip sheets/profiles on broader topics, and “Curriculum Tools” for tip sheets on writing and evaluating papers.
* The Facts on File sub-databases have other features like:
	+ Personal Account- you can permanently save articles and searches to your collection on Facts on File for free. Click “login” in the top right corner of any page to register for or log into a free account that works for all three sub-databases.
	+ Page Tools- Allows you to cite, print, save (to account), download, share, and have the article read aloud to you. Listed as a small drop down menu in the top right of every article page or as the toolbar below an article’s title.
	+ Advanced Search- located around the search bar. Allows you limit your search by different factors like date, resource type, or subject. **Do not start your search with Advanced Search! Start broader with your search and then narrow down later.**