

How to Use MARVEL

Wells Public Library
1434 Post Road, Wells, Maine
207-646-8181



<http://www.maine.gov/marvel/>

Use this web site to access full-texts of magazines, newspapers and scholarly journals in a wide variety of subject areas and academic levels. There are resources for children, encyclopedias, literary, business, and medical sources and more.

1. Enter the web site above. If you are accessing these databases from home, you will be required to use your library barcode and last name **or** enter your **username** and **password** which you create for yourself. Registration is free.
2. Click on the **name** of the database you wish to search. Many of the databases use the search screen shown here. Click on **EBSCOHost Database Collection** for an option to search several databases at once.
3. Type in your topic in the search box provided. You may limit your search to a magazine title, date and to full text, if you wish. Take note of other options such as searching for terms within the text of the article.
4. You will get a list of results. Many, but not all, of the articles will be available as full text. Click on the article title to view, print or e-mail it.
5. A handy feature is the use of the **folder** on the top right of the screen. This allows you to e-mail and print more than one article at a time.
6. For multiple articles, click on the **"add"** option next to the articles you wish to print or e-mail.

The screenshot shows the EBSCOHost search interface. At the top, there are navigation links: "New Search", "View Folder", "Preferences", and "Help". Below this is a search bar with the text "gasoline prices" and buttons for "Search" and "Clear". To the right of the search bar, there is a folder icon and the text "Folder is empty." Below the search bar, there are several search filters: "All Results", "Magazines", "Newspapers", "Reference Books", and "Primary Source Documents". The search results are displayed in a table with two rows. The first row is for "America's Black Gold" and the second row is for "Burst the Bubble". Each row has an "Add" button next to it. At the bottom right of the search results, there is a folder icon and the text "Add (1-10)".

Click on your folder to proceed with printing and e-mailing options.

E-mail Manager

[Back](#)

Articles
Bibliographic Manager

Number of items to be e-mailed: 10

E-mail Address:

Separate each e-mail address with a semicolon.

Subject:

Comments:

Include when sending:

HTML Full Text (when available)

PDF as separate attachment (when available)

Standard Field Format

Customized Field Format

Note **PDF** option. Check this box if applicable.

In addition to **Abstracts** or summaries, a citation can include **HTML Full Text** (the complete article) and **PDF** (article image)

7. Some notes on PDF (Portable Document Files): You must open PDF files before you can print them. This is to your advantage since a file of this type can be much larger than you want to print or e-mail. Some can be quite lengthy, including pictures and other graphics. You can e-mail PDF files without opening them first. A PDF file should be sent as a separate attachment. Adobe Acrobat Reader software is necessary to open and view PDF files.

There is an option to "**estimate the number of pages**" before you print. You can print just a few of the pages if you wish.

If you have any problems or questions when using MARVEL, please contact the library at 646-8181.