

Trusted by millions of teachers and students worldwide.

# Britannica School User Guide

- For Students and Educators -

Features

How-tos

Navigation



Britannica<sup>®</sup> School



Britannica School is an online digital resource designed for all ages and abilities. It is interactive and visually engaging.

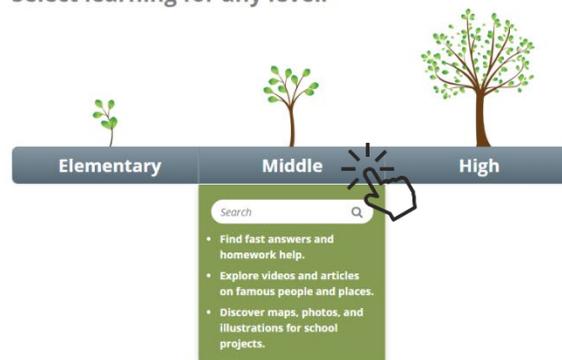
Organised individualised content in 3 age-appropriate levels: Elementary, Middle and High School. Students and Teachers can easily access activities and research tools and create and share content.

Including inbuilt translation, dictionary and read aloud tools so you can easily find the resources you need to conduct research, complete homework assignments and work on special projects.

Here's a guided tour of Britannica School's best features, navigation and FAQs.

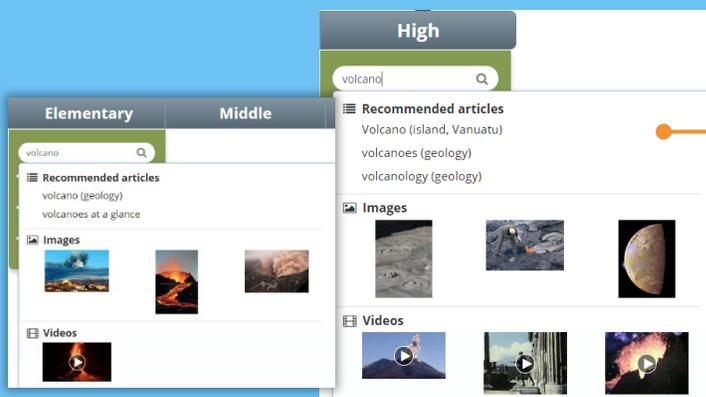
## Home Page

Select learning for any level.



Click to access each of the 3 Learning Levels: [Elementary](#), [Middle](#) and [High](#).

## 💡 How are learning levels different?



**TIP:** Try typing your query into each of the search boxes to compare results between the 3 levels!

# Elementary Level (for K-5 students)

Click our logo to Return to [School Home page](#). Click "Elementary" to return to [Elementary School Homepage](#).

The [Slider](#) is found on all 3 levels. Use it to explore Britannica and discover interesting facts and features.

Click on [Articles](#) or [Media](#) to browse the contents of Britannica School by topic. There are 9 topics to discover in the Elementary Level.

Click on [Animal Kingdom](#) to explore facts about animals. Click on [Britannica Learning Zone](#) for fun interactive learning!

## How do you conduct a quick search?

1. Start a new search any time by typing keywords or phrases into the top search box. E.g. "Volcano".

2. [Predictive Text](#) will show you a list of relevant articles and media. Click on a [Recommended Article](#), image or video to see the best matched result for your search.

# Elementary Level – Articles and Media

Articles in the Elementary Level have **2 Reading Levels**. Click on a level icon to switch to content most suited to your ability.

Britannica School Elementary Search

## volcano

Article Reading Level 1 2

### Introduction

#### Volcanic Eruptions

During a volcanic eruption, hot melted rock called magma escapes from a vent, or opening, in Earth's surface, or crust. Magma released from a volcano is known as **lava**. Fresh lava ranges from 1,300 to 2,200 °F (700 to 1,200 °C) in temperature. It glows red as it flows out of the volcano's opening. As it cools, it hardens into rock.

Strong volcanic eruptions throw bits of magma into the air. These bits cool into tiny pieces of rock, called volcanic dust or volcanic ash. Wind can carry volcanic dust thousands of miles away. Volcanic ash can coat the land for miles around the volcano.

#### Where Volcanoes Form

- Volcanic Landforms
- Hot Springs, Geysers, and Fumaroles
- Studying Volcanoes
- Uses of Volcanoes

Hot springs and geysers can form when water trickles down deep enough underground to be warmed by...  
Encyclopaedia Britannica, Inc.

3:05

Related

Articles in the Elementary Level are broken into **Subtopics** for easy navigation. Click each Subtopic heading to expand the block.

Click on the **Arrows** to scroll up or down.

**Media Display Slider** lets you access **Media Files** related to the article. Click on the thumb nails to see images and watch videos!

volcano

geyser: fumarole

View larger image

Media 10 / 11

Clicking on any image or video will open it up in an overlay window.

Click the slider on the right to see other media files from the article.

## How do you save images and videos?

Favorite ☆

Print

Email

Share

TIP: Click to **Save Images** to your My Britannica account.

TIP: Click to copy media **URL**.

TIP: Click to **Download** a video onto your computer.

TIP: Click printer icon to **Print** images, if available.

TIP: Click to **Email** media to your preferred mailbox.

# Middle Level (for grade 6 - 9 students)

Click our logo to Return to [School Home page](#). Click "Middle" to return to [Middle School Homepage](#).

Challenge your knowledge with these [Can You Guess](#) spotlights, click on them to find out the answer!

Discover the similarities and differences between any 2 countries using the [Compare Countries](#) tool.

Learn something new every day with our [Did You Know](#) and [At a Glance](#) panels.

Click on any of the thumbnails to dive deeper into the topic.

Keep on top of daily [New & Revised Articles](#).

The screenshot shows the Britannica School Middle Level website. At the top, there is a search bar and navigation links for Students, Educators, and Help. A 'Sign In to My Britannica' button is also present.

**Explore Britannica** sidebar includes: ARTICLES, IMAGES AND VIDEOS, BIOGRAPHIES, WORLD ATLAS, COMPARE COUNTRIES, TOUR ASIA, and MY CONTENT.

**AT A GLANCE the solar system**: The Sun and all its smaller companions are known as the solar system. Includes a 'READ THE ARTICLE' button.

**Can You Guess?**: Three interactive spotlights with questions like 'Where is the highest waterfall in the world?', 'Which 15th-century Italian artist designed a battle flying machine?', and 'Who had the largest holdings in the New World by the end of the 17th century?'.

**Compare Countries**: A tool to compare India and South Africa. It shows their flags and a 'Compare' button.

**Explore Biographies**: Features a biography of Alexander Hamilton, the first secretary of the U.S. Treasury, who was killed in 1804. Includes a 'LEARN MORE' button.

**Did You Know?**: Three video thumbnails: 'The Wright brothers experimented with gliders before building their first plane.', 'Kangaroos use their arms and feet to fight anything they see as a threat.', and 'Among other things, Charles Darwin observed forces that built mountains.'

**Recommended U.S. Primary Sources**: A list of historical documents including Patrick Henry's speech (1775), Declaration of Independence (1776), Constitution of the United States (1787), Federalist papers (1787-88), Bill of Rights (1791), President George Washington's Farewell Address (1796), Monroe Doctrine (1823), Emancipation Proclamation (1863), Gettysburg Address (1863), President Abraham Lincoln's Second Inaugural Address (1865), President Franklin D. Roosevelt's Annual Message to Congress (1941), and Civil Rights Act (1964).

**At a Glance**: Three panels: 'In most countries, the capital is the headquarters of the national government.', 'Scientists work to improve our knowledge and understanding of the universe.', and 'American first ladies have played a prominent role in the life of the country.'

**New & Revised Articles**: A list of recent articles with dates and 'NEW' tags, including Turkey, axolotl, blobfish, capybara, panther, Carl Albert, Elon Musk, and Lobamba.

**World Atlas**: A detailed view of Indonesia, showing a map and a data table.

Asia > Indonesia	
<b>Official name:</b>	Republik Indonesia (Republic of Indonesia)
<b>Form of government:</b>	multi-party republic with two legislative houses (Regional Representative Council [132]; House of Representatives [560])
<b>Head of state and government:</b>	President: Joko Widodo
<b>Capital:</b>	Jakarta
<b>Official language:</b>	Indonesian
<b>Official religion:</b>	monotheism
<b>Monetary unit:</b>	rupiah (Rp)
<b>Population:</b>	(2017 est.) 263,323,000
<b>Population rank:</b>	(2017) 4
<b>Population projection 2030:</b>	281,941,000
<b>Total area (sq mi):</b>	737,815
<b>Total area (sq km):</b>	1,910,931
<b>Density: persons per sq mi:</b>	(2017) 356.4
<b>Density: persons per sq km:</b>	(2017) 137.6
<b>Urban-rural population:</b>	Urban: (2015) 53.7% Rural: (2015) 46.3%

Click on [Articles](#) or [Images and Videos](#) to browse the contents of Britannica School by topic. There are 12 topics to discover in the Middle Level.

[Tour Asia](#) is a geographical tool that lets you explore statistics and related content for countries and regions in Asia. Learn about locations outside of Asia using [World Atlas](#).

Browse stories of famous people by gender, era, cultural association and their field of expertise using [Explore Biographies](#).

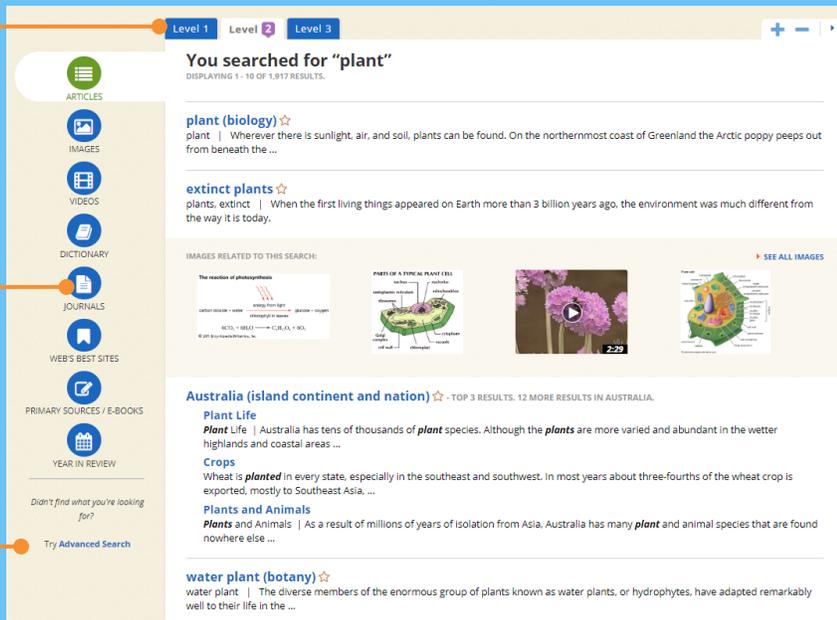
# How do you conduct a full search?

1. Type keywords or phrases into the top search box, e.g. "plant" and press enter.

2. Select tabs to see search results across each reading level.

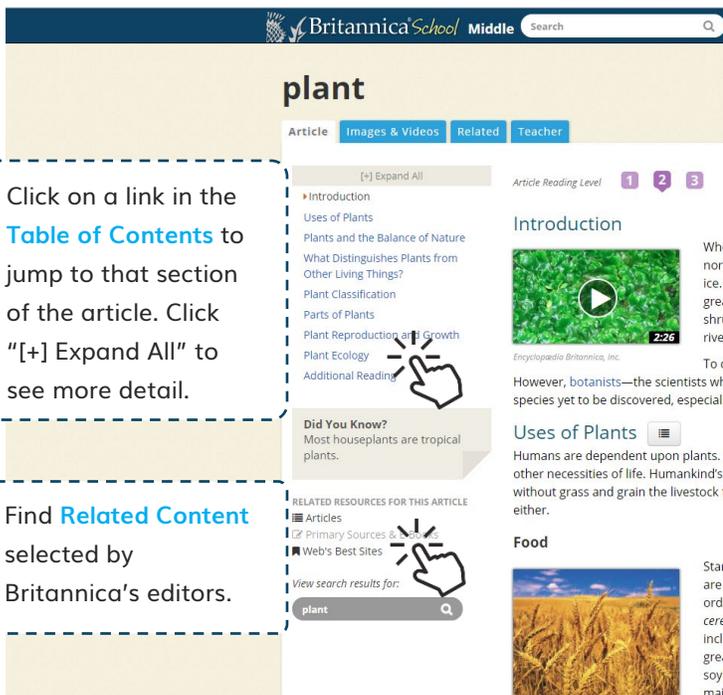
3. Click each circle icon to filter results by a content type, e.g. Articles, Images, Videos, Journals, Recommended Websites or Primary Sources/E-books.

4. Select from the search results or refine your search using [Advanced Search](#).



## Middle Level – Articles and Media

Articles in the Middle and High Levels have up to **3 Reading Levels**. Click on a level icon to switch to content most suited to your ability.



Click on a link in the **Table of Contents** to jump to that section of the article. Click "[+] Expand All" to see more detail.

Find **Related Content** selected by Britannica's editors.

**Embedded Links** are coloured blue. Click these links to navigate to another article or media file.

# High Level (for grade 10 – 12 students)

Click the Britannica School logo to Return to [School Home page](#). Click "High" to return to [High School Homepage](#).

The screenshot shows the Britannica School High Level interface. At the top, there's a search bar and navigation tabs for 'Students', 'Educators', and 'Help'. The main content area features an article titled 'When Are Volcanoes Safe?' with a volcano image. Below this are sections for 'FLASH FACTS', 'ON THIS DAY', 'IN THEIR WORDS', and 'SCIENCE IN PICTURES'. There are also navigation options like 'ARTICLE BROWSE', 'BIOGRAPHIES', 'COMPARE COUNTRIES', 'MEDIA BROWSE', 'WORLD ATLAS', 'TOUR ASIA', and 'MY CONTENT'. A 'NEW AND UPDATED' section lists articles from July 13, including 'Armenia and nutrition', 'Phil Donahue', 'Bangladesh', 'Tommy Lee Jones', 'American Samoa', 'Peter Carington, 6th Baron Carrington', 'Mamfe', 'Gus Van Sant', and 'Forest Whitaker'. The 'ON THIS DAY' section highlights events from July 12 (Modernismo), July 11 (Burr and Hamilton duel), and July 10 (Telstar 1 Launched). The 'NEWS FROM BBC NEWS' section includes headlines about Brexit and Commons. The 'NEWS FROM ABC' section mentions a cave rescue. The 'RECOMMENDED PRIMARY SOURCES' section lists historical documents like the Declaration of Independence and the Bill of Rights. Hand icons point to various elements: the Britannica School logo, the 'Students' tab, the 'Educators' tab, the 'New and Updated' section, the 'Recommended Primary Sources' section, and the 'Flash Facts' section.

Know what's new! Take a look at our daily [New & Updated](#) articles list.

Keep on top of global headlines with daily [News Feeds](#) from BBC News and other major media outlets.

Click the [Students](#) tab to access research planners, notes on best practice and step by step guidelines for writing research papers, book reviews and science reports.

Click the [Educators](#) tab to browse Lesson Plans, curriculum standards, as well as Britannica School Training options and the Britannica School User Guide.

Access digital transcripts of letters, speeches, historical documents and other primary source material by clicking on any of the [Recommended Primary Sources](#).

## How do you start discovering new facts?

This collage highlights featured content cards. The top card is 'How Long Is the Amazon River?' under the 'FLASH FACTS' category. Below it are 'Declaring Independence' (with a historical painting) and 'Backlit Saturn' (with a space image). The 'Backlit Saturn' card includes the text: 'This backlit view of Saturn is a mosaic of many images captured by the Cassini spacecraft while flying in Saturn's shadow, with the Sun on the opposite side of the planet.' and 'Explore other science and math media planet • space exploration'. Hand icons point to the 'FLASH FACTS' and 'SCIENCE IN PICTURES' categories.

**TIP:** Try starting with one of our featured [Flash Facts](#), [On This Day](#), [In Their Words](#) or [Science in Pictures](#) slides. Click any of the related articles, media or "More Like This" to jumpstart your discovery!

# High Level – Articles and Media

**Hover your cursor over an image to Magnify it.**

**Jump to any part of an article by clicking on a sub topic link in the Table of Contents. Click the button to expand table of contents.**

**Adjust the Text Size for easier reading. Increase text size by clicking "+" and reduce text size by clicking "-".**

The screenshot shows the Britannica School High interface for the article 'bacteria'. It includes a search bar, navigation links for 'Students', 'Educators', and 'Help', and a 'Sign In to My Britannica' button. The article content is displayed with a 'Table of Contents' on the left, a main text area with a magnifying glass over an image of bacteria, and a 'Text Size' adjustment tool on the right. The article text discusses the characteristics of bacteria, such as being unicellular and prokaryotic, and their diverse metabolic capabilities.

**Scroll to the end of an article to see our suggestions for Additional Reading and research references.**

**Verify the source by clicking to see a list of Article Contributors and a short abstract about their accreditations in the subject matter.**

The screenshot shows the 'Additional Reading' section of the 'bacteria' article. It lists several books and articles, including 'Bergey's Manual of Systematic Bacteriology' and 'The Emergence of Bacterial Genetics'. Below the list, there is a section for 'Article Contributors' which includes names like Robert J. Kadner and Kara Rogers, along with their credentials and a short abstract about their work in the field of microbiology.

# Navigation Tools

## How do you use the Britannica School toolbar?

TIP: Click to share to [Google Classroom](#) and [Email](#).



TIP: [Favourite](#).

TIP: [Translate](#) full article.

TIP: Click to [Enlarge Text Size](#).

TIP: Click to [Reduce Text Size](#).



TIP: [Print](#) full article.

TIP: Have the article read aloud to you by [Text to Speech](#).

TIP: Generate a [Citation](#) for the resource.

# Research Tools

## How do you use the Citation Tool?

### Cite

While every effort has been made to follow citation style rules, there may be some discrepancies. Please refer to the appropriate style manual or other sources if you have any questions.

#### Select citation style

MLA  
MLA  
APA  
**Harvard**  
Chicago Manual of Style



1. Click "Cite" icon in the toolbar to open the Cite popup window. Then select your preferred standard citation style from the drop-down menu.

2. Highlight and copy the generated citation text. Paste into another document as required.

#### Select citation style

Harvard

Plant 2018. *Britannica School*. Retrieved 12 July 2018, from <https://school.ebonline.com/levels/middle/article/plant/276449>



# My Britannica



## How do you create a My Britannica account?

1. Click **Sign in to My Britannica** found in the top right corner of any page.

2. In the pop-up, click **Create an account**. You can also sign in with your **Google Account** if you have one.

Sign In

Sign In with Google

or

Username

Password

Sign In

Create an account.

Forgot your username or password?

Create Account

All fields are required.

HanMeiMei

Username must be 4 to 100 characters.

\*\*\*\*\*

Password must be 4 to 22 characters

\*\*\*\*\*

hanmeimei@163.com

I am a(n):  Educator  Student

Create Account

3. In the new window, enter your details, then **Create Account**.



## ☆ How do you add content to My Britannica?

1. Click the **Star** in the Media Gallery to add an image or video to My Britannica.

1. Click the **Arrow** in the article tool bar, then select "Favourite" to add an article to My Britannica.

★ Item added to favourites.

You can also:

Add this to an existing Resource Pack:

Select resource packs...

Create a new Resource Pack and add this item:

Bacteria Project

2. When prompted, you can select to save the item to an existing **Resource Pack** or create a new pack by entering a pack (or folder) name.



## 📁 How do you organise your content?

TIP: Click to see all your **Saved Content**.

TIP: Create **New Pack**.

TIP: To organise your items, **Drag and Drop** any saved content over into a resource pack on the left.

### My Content

Welcome, Willa Wei

★ All Favourites  
25 Items

Create a new resource pack!

What are Resource Packs?

Bacteria Project  
2 items

Indonesia  
0 items

World War II: Australia  
11 items

Aboriginal - people, history and culture  
11 items

★ Favourites and Resource Packs

Bacteria Project

Rename Pack | Delete Pack | Email Pack | Share Pack

In this pack: 1 Video, 1 Article

Edit / Add Content

Filter by content type:

bacteria VIDEO  
Special staining and imaging techniques were used to create these photographs of bacteria (yellow) and phagocytes (red).

bacteria ARTICLE  
any of a group of microscopic single-celled organisms that live in enormous numbers in almost every environment on Earth, from deep-sea vents to deep below Earth's surface to...

Good introductory notes on Bacteria strains

TIP: Click on **My Content** in the top right corner of every page to go to My Britannica portal.

TIP: **Share** your packs via a generated link or email.

TIP: Click to **Filter** your content by type e.g. images.

TIP: Add **Notes** to your saved content.

# Britannica School Support

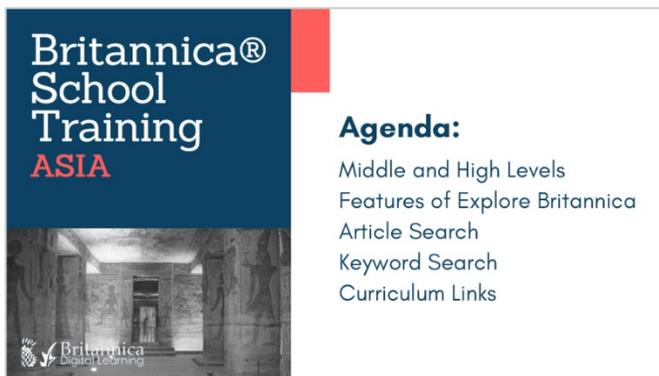
## Do you need help?

Please speak to your librarian if you have questions about using Britannica School or any of the features. You can also contact us directly for free training through our:

Website: <https://elearn.eb.com/training/britannica-school-training/>

Email: [bol@eb.com.au](mailto:bol@eb.com.au)

## Guided Tour Video



The image shows a slide for Britannica School Training ASIA. The top left corner features the logo 'Britannica® School Training ASIA' in white and red text on a dark blue background. Below the logo is a small image of a classical building interior. To the right of the image, the word 'Agenda:' is written in bold, followed by a list of topics: 'Middle and High Levels', 'Features of Explore Britannica', 'Article Search', 'Keyword Search', and 'Curriculum Links'.

Want to see everything in action?  
Register and watch our Britannica  
School Training video recording.

Elementary & Middle  
<https://bit.ly/2KwkDkK>

Middle & High  
<https://bit.ly/2MN2H86>

## Accessing Britannica School from Home

Did you know that you could also access the wonders of Britannica School – including your My Britannica account - at home? Please check with your librarian on whether this feature has been switched on for your institution.