THE GALE LITERARY INDEX

- This is the web-based, open-access, very helpful index to all of the Gale LITERARY CRITICISM publications and so not only to those listed below in the RCC Library, but also to others to which we do not subscribe.
- This index points to specific volumes and pages of respective titles/volumes in Gale’s LITERARY CRITICISM publications where you can find information about an author and/or specific works by an author.
- Note well, however, that the LITERARY INDEX only points to where this information can be found – it does not in and of itself provide the full text of this information online.
- Nevertheless, by using citations from the LITERARY INDEX, you can then check with a librarian to see where the Gale source cited can be found – if the RCC Library doesn’t have it.

GALE LITERARY CRITICISM PUBLICATIONS
AVAILABLE IN RCC LIBRARY’S REFERENCE COLLECTION

As listed below in CALL NUMBER order and as shelved in the REFERENCE SECTION — 2nd Floor, West Wing, in counter-height shelves near the Reference Desk – ask the librarians for help.

<table>
<thead>
<tr>
<th>Call Number</th>
<th>Title of the Gale LITERARY CRITICISM Publication In RCC Library’s REFERENCE Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>PN86.L56</td>
<td>Literature Criticism from 1400 to 1800: Excerpts from Criticism of the Works of Fifteenth, Sixteenth, Seventeenth, and Eighteenth-century Novelists, Poets, Playwrights, Philosophers, and Other Creative Writers, from the First Published Critical Appraisals to Current Evaluations</td>
</tr>
<tr>
<td>PN681.S57</td>
<td>Classical and Medieval Literature Criticism</td>
</tr>
<tr>
<td>PN761.N5</td>
<td>Nineteenth-Century Literature Criticism</td>
</tr>
<tr>
<td>PN771.C59</td>
<td>Contemporary Literary Criticism</td>
</tr>
<tr>
<td>PN771.D5</td>
<td>The Dictionary of Literary Biography</td>
</tr>
<tr>
<td>PN771.T9</td>
<td>Twentieth Century Literary Criticism</td>
</tr>
<tr>
<td>PN3373.S386</td>
<td>Short Story Criticism</td>
</tr>
<tr>
<td>PQ6039</td>
<td>Hispanic Literature Criticism</td>
</tr>
<tr>
<td>H5 1994</td>
<td>Hispanic Literature Criticism</td>
</tr>
<tr>
<td>PS153</td>
<td>Black Literature Criticism</td>
</tr>
<tr>
<td>N5B556</td>
<td>Black Literature Criticism</td>
</tr>
</tbody>
</table>

NOTE WELL! As stated previously, the LITERARY INDEX includes citations to the above publications but also to many other Gale LITERARY CRITICISM publications that the RCC Library does NOT have. For help locating these, be sure to ask the RCC librarians.
This guide is framed according to the three dynamics of “information competency” (also and actually more widely referred to as “information literacy”) – namely:

1) Deciding what information is needed for some purpose;
2) Finding the information that’s needed efficiently and effectively;
3) Using the information that’s found well and wisely – for example: by thinking critically about the information, citing it, etc.)

For more about “information competency/literacy” see, for example:
http://www.ala.org/acrl/issues/infolit/overview/intro

1) DECIDING WHAT INFORMATION IS NEEDED

For Ms. St. Peters’ ENG-1B assignments this varies – so be sure to read carefully the assignment prompts or handouts for respective assignments – for example, the Writing Center Assignment, the Out-of-Class Assignment #1, and the “Out-of-Class Assignment #2.”

2) FINDING THE INFORMATION YOU NEED EFFICIENTLY & EFFECTIVELY
   BY SEARCHING GALE’S LITERARY INDEX

2A) ACCESSING GALE’S LITERARY INDEX

- Here’s its URL: http://www.galenet.com/servlet/LitIndex/form?l=11&u=LitIndex&o=DocTitle
- Or simply using a search engine – Google for instance – just type gale literary index or even just literary index.

2B) SEARCHING GALE’S LITERARY INDEX

- The homepage (or “Main Menu”) of the Literary Index is self-explanatory – with just three large links for searching by AUTHOR or by TITLE of some literary work (short story, novel, poem, play, etc.) or for doing CUSTOM searching.
- Note too from this Main Menu page the left-column links and especially the HELP link. Clicking on that to benefit from the information given there would be helpful of course in learning how to make most efficient effective use of this online index.
- Note as well that when clicking from the Main Menu on AUTHOR or TITLE or CUSTOM – that on the respective page that results, there are clear and simple directions in the main part of the page about what to do, plus in the left column, links to general HELP once again as well as to SEARCH TIPS specific for that way of searching (by AUTHOR or TITLE, etc.)
  - Of interest, for example, on the SEARCH TIPS page for each of the three ways to search Literary Index, the first section – “Description” – of a Search Tips page is a list of all the Gale literary criticism publications (or “products,” as Gale refers to them).
- Accordingly, simply do as directed then on respective pages, for the kind of search you wish to do – to make efficient, effective use of the Literary Index – however, here are two important tips:
When AUTHOR searching – note there are two ways to do so, with the first one already checked, namely:

- **NAME CONTAINS**: If using this way to search, simply type the full name of an author – for at least the first name and last name (and in that order is fine) OR just the last name of the author.

- **START OF LAST NAME**: If you click on this way of searching, then of course enter the last name of the author – and if a list of authors whose last name begins with the name you entered, then select from that last the author of your interest. Or if you know the full name of an author, enter the last name first, then first name to see if there are results for that specific author.

When TITLE searching – note there are three ways to do so, with the third one checked, namely:

- **MATCH (ANY) WORDS ENTERED**: This is a basic keyword search and can result in lots of titles listed not of your interest.

- **MATCH ALL WORDS ENTERED**: This is also a keyword search but more specific than the one above.

- **MATCH WORDS EXACTLY AS ENTERED**: If you select this way of searching, be sure to include the initial article of a title, like when searching on “A Rose For Emily” – the initial article “a” must be entered.

### 2C) WORKING WITH RESULTS

**What results?**

- **When searching by AUTHOR** – what results is a list of author’s names, and either longer or shorter (or maybe no results) – depending on the author you search on and how you search on that author’s name.

- **When searching by TITLE** – what results is that title (if you searched very specifically) or a list of titles that have the same words as the one in the title that you searched.

**Whatever results from your search (assuming there are results)** – and again this depends on a given author or title you search on and how you search for that author and title, then ...

- Simply click on the author or title (if this is the only result listed, that’s of course easy to spot)

- Or, if a list of author’s names or titles results from your search, then look up and down this list to find the author or title of your interest and click on that name or title.

**When clicking on the name of your author or the title of our interest, what results is list of Gale literary criticism publications** – with a volume (in bold-face type) and page number/s included for each – in which you can find some kind of information about your author or title.

Initially at least look for those citations that include several pages – and so for the longer entries and the most information or discussion about your author or title.

**Now simply find the specific Gale literary publication** – and the specific volume cited in the Literary Index that you wish to use – in the RCC Library Reference section, using the table above or by asking the librarians for help.
Toward Succeeding With Your ENG-1B (Ms. St. Peters) Assignments / Page 4 of 4

3) USING THE INFORMATION THAT’S FOUND WELL & WISELY

- This includes what you were doing in the section just above – that is,
  - Reviewing results by reading the respective full descriptions/bibliographic records of items on a result list to decide those most likely to give you information of help to you. Then – and even taking time to peruse the full text of those articles;
  - Then reading the full text of those articles and thinking critically about them toward making good and effective use of them in your presentation (paper, speech, etc.)
- But also included in “well and wise use” of information you find – and especially of those sources you actually make use of – is to cite theses sources according to some standard citation format, for example MLA [Modern Language Association] or APA [American Psychological Association].

Citing Articles Of Interest & Use

- Citing information from the various Gale LITERARY CRITICISM publications can be tricky – so it’s easiest just to ask the librarians for help.
- You can also look at a section in the first few pages of each volume of one of these publications for examples (templates) for how to cite the particular kind of information (often extended excerpts or quotations from other sources – both books and journals) that’s contained in that Gale publication.
- Examples of help online include the following:
  - “GALE LITERARY RESOURCES” (from Lee University Library, Cleveland, TN) http://leeuniversity.libguides.com/galeresources
    On this web page, middle column – see bullet #3 and its short explanation Gale’s LITERARY INDEX. Then scroll down this middle column to the box labeled “How to Cite Gale Literary Criticism Articles” and the box just below this too, “How to Cite Gale Biographical Articles.”
  - “MLA STYLE: GALE LITERARY CRITICISM SERIES” (from Pima Community College Library, Tuscon, AZ) at: http://www.pima.edu/current-students/library/docs/galeMLA.pdf
    Scroll down to the second page of this PDF guide for information about citing information from hardcopy (printed – not online) Gale LITERARY CRITICISM publications, like those in RCC’s Library.