**My Research Tutorial Video Script**

My Research is a digital portfolio designed to help both students and educators intelligently organize their research and class projects. First, I want to show you how quick and easy it is to set up an account. Once you access My Research, you’ll see this blue “My World Book Account” screen. Click “Create an Account” and all you'll do is fill out all of these fields with your name, make sure to select the correct account type for your role. And then pick a username and a password that you think will be easy for you to remember. One helpful tip that we've heard from educators is for students to use their student ID number for the username and then use the school mascot as their password. This makes it easy to always remember it. Once you fill out the fields and click submit, you'll have a My Research account.

Now, once you’ve got this account, you can start organizing your research seamlessly. Users may save articles, maps, sounds, images, Back in Time articles. Really any content that’s on World Book *Student* you can save here to a My Research project. You can click “Switch Projects” to select a different project that you’ve created. Or you can edit the title of your current project, create a project, or delete a project.

My Research is a fantastic feature because it allows you to centralize information. For educators, you only have to prep lessons or unit material once, no matter how many times you teach that class or that unit. You could even make a joint account for your department so that all of your teachers could contribute resources to the same folders.

To save content to My Research, you can do it in two ways. First, if you’re inside of an article, you can go to the “Tools and Settings” menu, click “Save,” “My Research,” and then select which project you’d like to save to. Additionally, if you conduct a search, you can save right from the search results page. Simply click that save icon, click “Save to My Research,” and select the project you’d like to save to.

Additionally, you can save content across multiple different World Book databases, including World Book *Student*, World Book *Advanced*, World Book *Timelines,* as well as World Book *Discover.*

When you save content, you can also add notes to help you remember why you saved that content and come back to it later on.

You can also save external research to your My Research projects, including any print books that you’re using for research, external websites, and World Book *Student* even has a citation builder and you can save your citations to your My Research projects as well.

Overall, this is a fantastic tool for helping any user stay organized. It helps your students keep their research projects organized. And it helps educators keep their resources and materials straight for different units or different projects throughout the year.