



USER GUIDE

Annual Copyright License for Student Assessments Content Discovery Portal – Provided by EBSCO

Copyright Clearance Center (CCC) has engaged EBSCO to provide you with complementary aggregated discovery and access to the **Annual Copyright License for Student Assessments Content Discovery Portal**. Powered by EBSCOhost, the portal enables you to do an aggregated search of the full text content from many Annual Copyright License for Student Assessments (ACLSA) participating publishers pre-authorized under your license for use in your student assessments and item banks as well as receive titles and additional detailed information about other works which match your search criteria. Additional content is accessible for review directly from publishers on CCC's ACLSA [Access Content](#) page.

Using the ACLSA and Content Discovery Portal greatly reduces the time and effort typically associated with the traditional methods of obtaining copyright permissions and searching for content, which can take weeks and months, thus reducing it to hours or even minutes in some cases. The ACLSA is your source for rights from over 1M works for use in your student assessments and item banks, and the Content Discovery Portal, provided by EBSCO, gives you easy access to much of the ACLSA content.

Please note:

- The portal is only for use by CCC ACLSA customers to search for content for use in K-12 student assessments and item banks covered under your CCC license. All other users and uses are prohibited.
 - You must always verify coverage using CCC's [RightFind Assessments](#) tool before using the content in your K-12 student assessments and item banks. We suggest you print the license coverage page for your records.
- The portal searches across multiple EBSCO databases and may mistakenly surface content not covered under the ACLSA or may present content from a participating ACLSA publisher that has not authorized a particular piece of content for use in student assessments. **You must first verify coverage using CCC's [RightFind Assessments](#) tool before using the content in your K-12 student assessments and item banks.**
- You may not use the Content Discovery Portal to create a collection of content with the intent to replace subscriptions.
- The Content Discovery Portal and the content available through the portal are provided by EBSCO, and your use of the portal is subject to EBSCO's [terms of use](#) and [privacy policy](#).

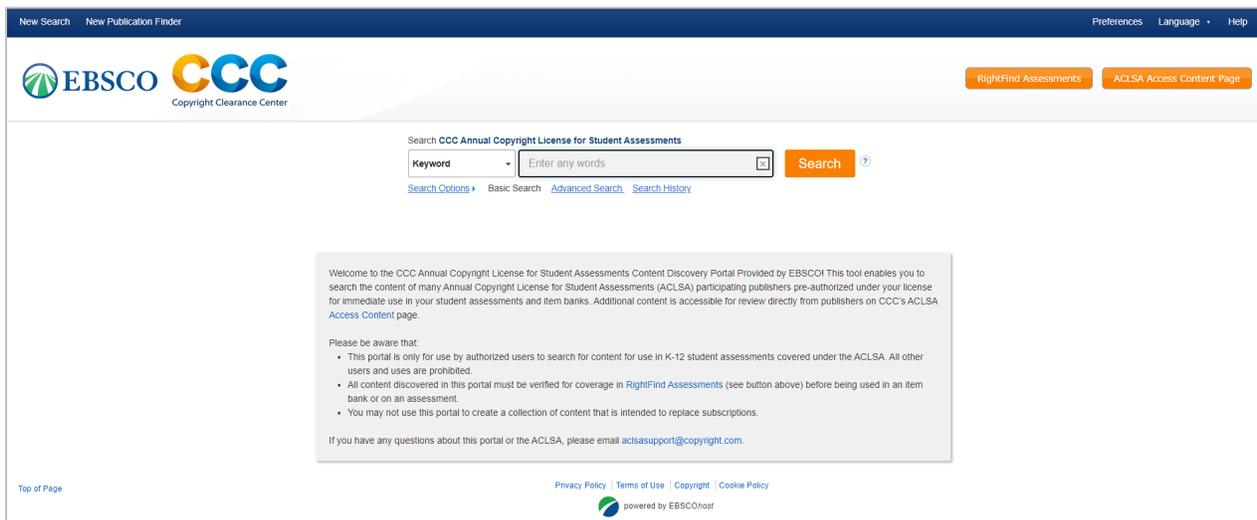
If you have any questions about the Content Discovery Portal or the ACLSA, please email aclsasupport@copyright.com.

In this guide we'll briefly show you how to access the Content Discovery Portal, how to search for content, and refine your searches in a variety of ways, including by subject, author, grade level, Lexile score, and more.

Logging in to the Content Discovery Portal

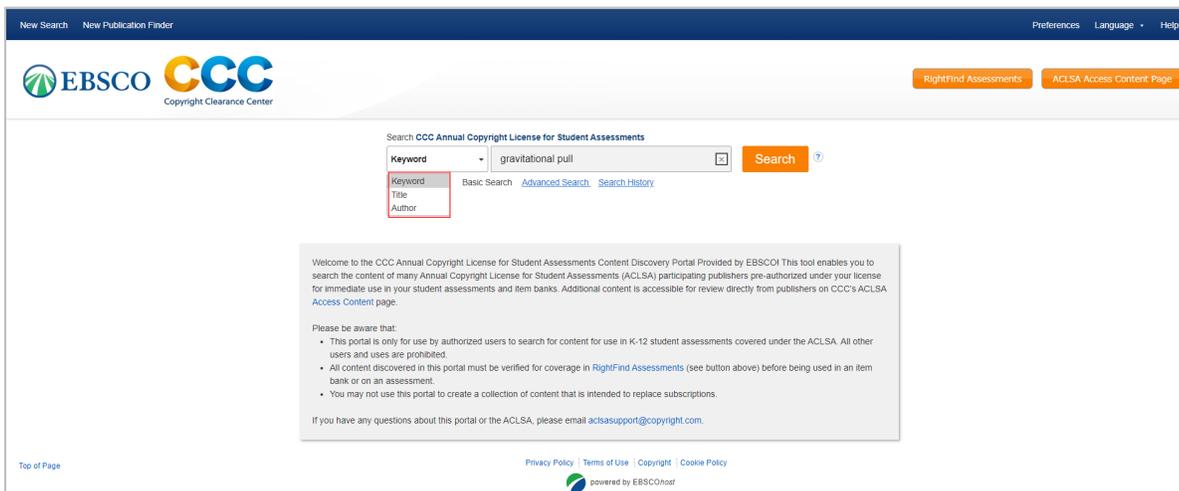
To begin, please click on this [link](#) and you will be automatically authenticated into the Content Discovery Portal home page (see below). **Do not save this link as a bookmark as it contains your authentication information.** You will need to click this link each time you access the portal. You can also log in to the portal by going to the ACLSA Access Content and clicking the "Log In" button at the top of the page.

Note: For security purposes, the credentials in the link will change every six months. If you cannot access the portal, please contact aclsasupport@copyright.com and we will send you a link with the new credentials embedded.



How to Search for Content

On the 'New Search' screen (see below), enter your basic search terms (keyword, title, author) in the search box and click on 'Search.' If you want to search for a phrase, enclose your words in "quotation marks."

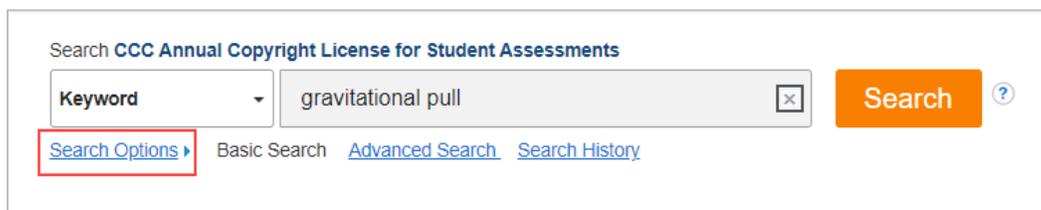


If you want to use any of the optional limiters or expanders, click the 'Search Options' link to open a window of

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choices shown in the second screenshot below. Please be aware that you will be searching thousands of works that could deliver results that are superfluous to your K-12 assessment content needs (e.g., scholarly journal articles), so we strongly recommend that you limit your search criteria up front as shown below or filter your search results afterwards as described in the next section.

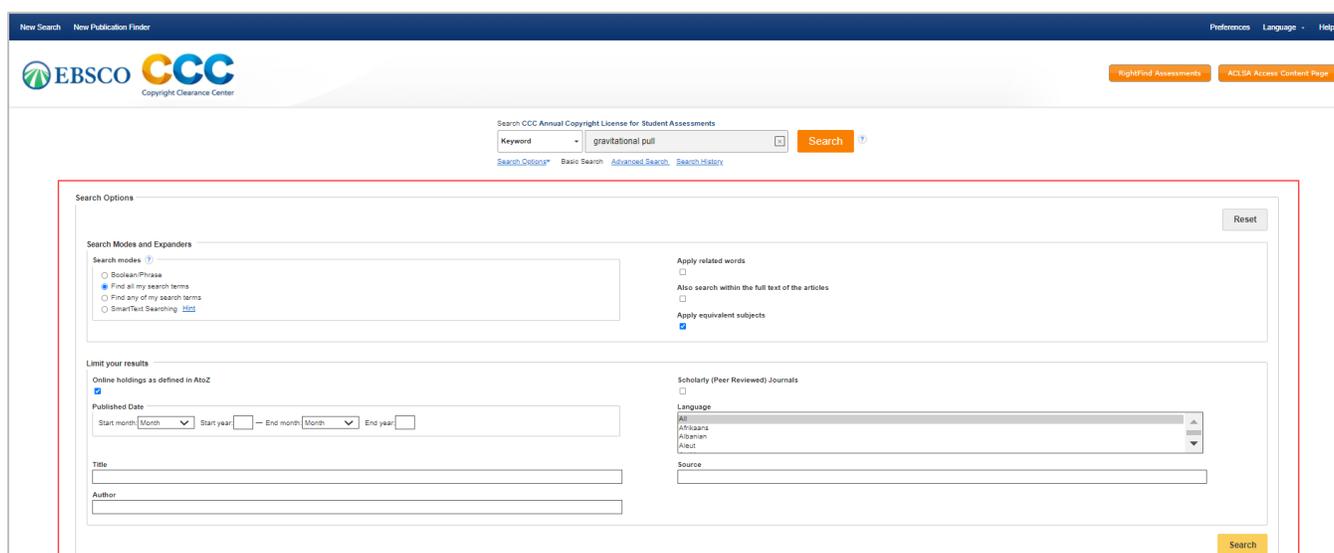
Keep in mind, you are searching for content, not publications. If you search for “New York Times” you will yield search results about the New York Times as a company and not necessarily articles in published in The New York Times.



Search **CCC Annual Copyright License for Student Assessments**

Keyword Search

[Search Options](#) Basic Search [Advanced Search](#) [Search History](#)



Search **CCC Annual Copyright License for Student Assessments**

Keyword Search

[Search Options](#) Basic Search [Advanced Search](#) [Search History](#)

Search Options Reset

Search Modes and Expanders

Search modes Boolean/Phrase Find all my search terms Find any of my search terms [SmartText Searching](#)

Apply related words

Also search within the full text of the articles

Apply equivalent subjects

Limit your results

Online holdings as defined in AbsZ

Published Date: Start month Start year End month End year

Title

Author

Scholarly (Peer Reviewed) Journals

Language:

Source

Search

Limit and Refine Your Search Results

Searches in the Content Discovery Portal can yield results from multiple databases, so the number of results can be quite large or superfluous. Here are some useful ways to limit and refine your search:

- Source Types (such as magazines, books, news, etc.)
- Subject
- Author
- Publication (the journals in which the highest number of matching articles are found)
- Subject
- Geographic location
- Date Range

You can click on a single option to limit your search to just the records matching that term, or you can apply several by clicking in their checkboxes. Any limits you apply will be shown in the 'Refine Results' area (shown below) with a cross symbol next to each one so that it is easy to remove that limiter.

The screenshot shows the EBSCO database search interface. The search term is "gravitational pull". The results page shows several articles, including "Escaping the gravitational pull of Europe" and "You Can't Escape the Gravitational Pull of Jeff Bezos." A sidebar on the left titled "Refine Results" is highlighted with a red box. It contains sections for "Current Search", "Limit To", "Source Types", and "Subject". The "Source Types" section is expanded, showing a list of source types with checkboxes and hit counts.

Source Type	Hit Count
All Results	
<input checked="" type="checkbox"/> Magazines	388
<input checked="" type="checkbox"/> News	129
<input type="checkbox"/> Academic Journals	27
<input checked="" type="checkbox"/> Trade Publications	5
<input type="checkbox"/> Reviews	2
<input type="checkbox"/> Reports	1
<input type="checkbox"/> Biographies	1
<input checked="" type="checkbox"/> Books	1

We strongly recommend you limit by the following 'Source Types' as shown below to reduce any superfluous search results. See checked boxes below for suggested Source Types. Click the "Show More" link to see the entire list of source types.

The screenshot shows the "Source Types" dialog box. It contains a table with the following data:

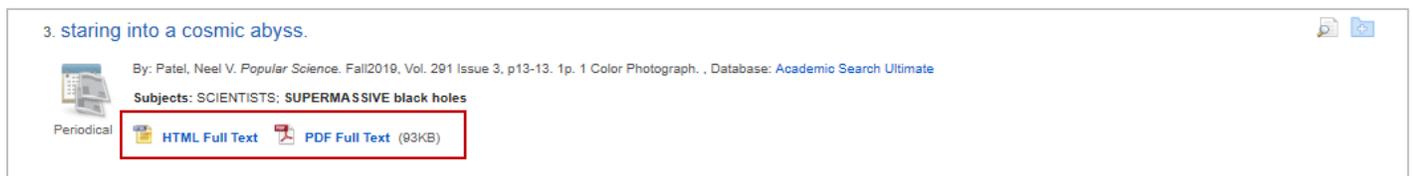
Name	Hit Count
<input type="checkbox"/> All Results	
<input checked="" type="checkbox"/> Magazines	388
<input checked="" type="checkbox"/> News	129
<input type="checkbox"/> Academic Journals	27
<input checked="" type="checkbox"/> Trade Publications	5
<input type="checkbox"/> Reviews	2
<input type="checkbox"/> Reports	1
<input type="checkbox"/> Biographies	1
<input checked="" type="checkbox"/> Books	1

At the bottom of the dialog box, there are "Update" and "Cancel" buttons.

View Full Records and Full Text Documents

The Content Discovery Portal displays brief records upon your initial search results. These brief records will often provide you with enough information to decide whether you want to see more. If an item is available in full text from one of the EBSCO databases, you will see an HTML or PDF full text link (see below), along with thumbnails of images in the article. Many of the HTML full text results will include tools to listen to the text (using automated speech-to-text) or to translate it (using machine translation).

If the full-text links (HTML and PDF) do not appear in your search results, that means that EBSCOhost does not have the full-text article in their database. However, you can click on the article link in the search results to view the abstract. Note: you may be able to obtain the full-text article on CCC's ACLSA Access Content page, if the publisher provides access to their digital library there. [Click here](#) to find out.



3. [staring into a cosmic abyss.](#)

By: Patel, Neel V. *Popular Science*. Fall2019, Vol. 291 Issue 3, p13-13. 1p. 1 Color Photograph. . Database: [Academic Search Ultimate](#)

Subjects: SCIENTISTS; SUPERMASSIVE black holes

Periodical

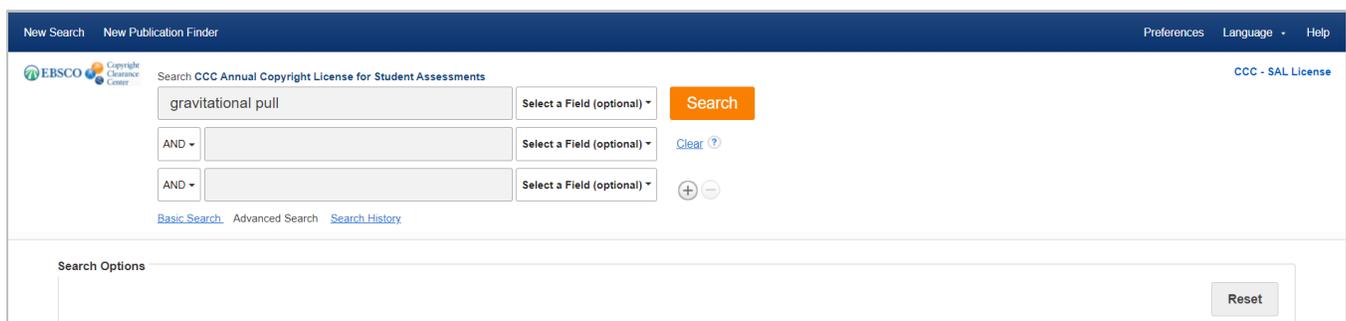
[HTML Full Text](#) [PDF Full Text \(93KB\)](#)

Sometimes you will see videos in your search results. Please be aware that the majority of videos will not be covered under the ACLSA, so we suggest you filter them out or disregard them entirely.

Using Quotation Marks in the Content Discovery Portal

When you enter a search term, the Content Discovery Portal looks for those terms as they are entered. The portal will assume adjacency searching, meaning words are searched in that exact order.

If your search does not use quotation marks and contains any Boolean operators ('and', 'or', and 'not'), those words will not be searched as a single phrase (see below). Instead the Content Discovery Portal will search for the individual keywords and phrases around Boolean operators appropriately.



New Search New Publication Finder Preferences Language Help

EBSCO Copyright Clearance Center Search CCC Annual Copyright License for Student Assessments CCC - SAL License

gravitational pull Select a Field (optional) Search

AND - Select a Field (optional) Clear ?

AND - Select a Field (optional) + -

[Basic Search](#) [Advanced Search](#) [Search History](#)

Search Options Reset

How do the "Find all my search terms" and "Find any of my search terms" Search Modes work?

The Content Discovery Portal does not automatically add 'AND' in between search terms when using the default 'Boolean/Phrase' 'Search Mode.' However, additional Search Modes offer users the ability to automatically add 'AND' or 'OR' between search terms. Search Modes are located below the Basic and Advanced search screens under 'Search Options' (see below).

Search Options

[Reset](#)

Search Modes and Expanders

Search modes [?](#)

- Boolean/Phrase
- Find all my search terms
- Find any of my search terms
- SmartText Searching [Hint](#)

Apply related words

Also search within the full text of the articles

Apply equivalent subjects

You can view “Find all my search terms” searches in the Content Discovery Portal by automatically adding an ‘AND’ in between each of the terms entered in the main search field. (e.g., if you search for Global Warming and select “Find all my search terms” it will perform the search as “global AND warming”).

You can view “Find any of my search terms” searches in the Content Discovery Portal by automatically adding an ‘OR’ in between each of the terms entered in the main search field. (e.g., if you search for Global Warming and select “Find any of my search terms” it will perform the search as “global OR warming”).

Lexile Reading Levels

Some of the underlying EBSCO databases in the Content Discovery Portal include ‘Lexiles,’ or reading levels, in citation information. The Lexile Rankings assigned to a result provide educators with an estimate of the reading difficulty of the result, and the approximate grade level reading ability required for comprehension.

The Common Core Standards promote increasing text complexity to help students build on literacy success and challenge themselves with more complex texts. The chart shown below aligns the Lexiles with the Common Core Standards' recommendations for text complexity grade bands including text for a "stretch" to the next level.

Grade Band	Current Lexile Band	"Stretch" Lexile Band
K-1	N/A	N/A
2-3	LX 450-725	LX 420-820
4-5	LX 645-845	LX 740-1010
6-8	LX 860-1010	LX 925-1185
9-10	LX 960-1115	LX 1050-1335
11-CCR	LX 1070-1220	LX 1185-1385

The ability to limit by Lexile indexing requires the following:

- Databases which have been indexed with Lexile field codes
- Search parameters which limit your results based on the Lexile field codes

In order to limit your results in the portal by Lexile range – simply add the field code ‘LX’ to your search string with either the Lexile number (i.e., 900) OR the range (i.e., 900-1100). This will produce the results that meet both your search term and Lexile limiter criteria (see below).

New Search | New Publication Finder | Preferences | Language | Help

EBSCO | Copyright Clearance Center

Search CCC Annual Copyright License for Student Assessments

gravitational pull | Select a Field (optional) | Search

AND - LX 900-1100 | Select a Field (optional) | Clear ?

AND - | Select a Field (optional) | + -

Basic Search | Advanced Search | Search History

Refine Results | Search Results: 1 - 16 of 16 | Relevance | Page Options | Share

Note: Exact duplicates removed from the results.

- STAR EATER.**
By: Finkel, Michael. National Geographic. Mar2014. Vol. 225 Issue 3, p88-103. 16p. 5 Color Photographs, 1 Diagram. Reading Level (Lexile): 1070. Database: MasterFILE Complete
Subjects: BLACK holes; SAGITTARIUS A* (Astronomy); GRAVITATIONAL collapse; MILKY Way; GRAVITY; DWARF stars; NEUTRON stars; STELLAR evolution
Periodical | HTML Full Text
- COUNTDOWN TO A NEW ERA IN SPACE.**
By: DRAKE, NADIA. National Geographic. Jul2019. Vol. 236 Issue 1, p44-79. 26p. 19 Color Photographs, 7 Black and White Photographs, 3 Diagrams, 1 Map. Reading Level (Lexile): 970. Database: MasterFILE Complete
Subjects: ASTRONAUTS; APOLLO 11 (Spacecraft); GAGARIN, Yuri Alekseyevich, 1934-1968; GLENN, John, 1921-2016; ARMSTRONG, Neil, 1930-2012
Periodical | Full Text Finder

Have Questions?

For general operational questions about the Content Discovery Portal, the Annual Copyright License for Student Assessments, or RightFind Assessments, please contact aclsasupport@copyright.com.