

Basic Research for News Stories

Finding contact information

- Click on the “Public Records” tab- Select Comprehensive Person Report.
- For business contact information, click on “Biographies.”
 - Click on “Advanced” and then scroll to the “Name” field. Type in a person’s name using the “W/N” connector to accommodate for a middle name or initial (e.g., John w/2 Apple).

“News” tab

- For US news, click on “Region” on the “News” tab. Select “North America” and then “United States.”
- Type in the search box or click “Advanced” to access additional options (e.g., Headline or byline search fields).

“Power Search” tab

- Searching via the “Power Search” tab is an easy way to access an individual publication or curate a group of sources.
- To access the largest collection of news by jurisdiction, use the following databases:
 - English Language News (International and domestic news going back 40 years).
 - US Publications (40-year archive too, depending on the source).
 - State news collections- Type the postal abbreviation followed by the word “News” (e.g., TN News). State news sources are already included in the two publication groups listed above.
- Legislation (tracking and full text of bills) research on “Power Search.”
 - For federal bill tracking, type in “Bill Tracking Report – Current Congress.”
 - For federal full text of bills, type in “Congressional Full Text Bills.”
 - For state bill tracking and full text, type in the postal abbreviation followed by “bill” (e.g., “FL bill”).

“Legal” tab

- Decided cases are available at the court of appeals and Supreme Court levels.
 - Click on the “Legal” tab.
 - Click on “Cases” to access a combination of federal and state case law.
 - Click on either the “Federal” or “State” tab to retrieve specific legal content by jurisdiction.
- Use CourtLink to access active cases.