**Gale OneFile Collections**

**Email from Librarians to Teachers**

**How to Use:** (1) Customize the copy as needed and add hyperlinks. (2) Copy and paste the subject line and body copy into an email. (3*)* Customize and attach *Gale OneFile* collections email from teacher to students*.* (4) Send your completed email to teachers who will benefit, such as literature, psychology, and social science.

**Subject Line Options:**

Steer Students Toward Trusted Content

Empower Students to Get to the Truth

Give Students Access to Trusted Content

Dear Teachers,

Google is often students’ first source for researching, but the results can be overwhelming, and as you know, inaccurate. Fortunately, our library provides *Gale OneFile* collections to connect students with trusted content from leading magazines, newspapers and scholarly journals. *Gale OneFile* is easy to access, and with integrated tools, students can save, download and share content.

Here’s a list of the collections we offer:

* <Resource to go here>
* <Resource to go here>
* <Resource to go here>

**I’ve attached a sample email that you can customize and send to your students to make them aware of these valuable resources.** Of course, I’m here to help with any questions, and can schedule a classroom or one-on-one demo if needed.

<LIBRARIAN NAME/SIGNATURE>