

TRAINING TOOLKIT

Gale Presents: Peterson's Career Prep

The Gale Training Toolkit is a comprehensive resource that delivers expert guidance on effectively utilizing Gale resources, while providing you with the materials to conduct your own trainings. With step-by-step instructions, tutorials, and materials, it empowers users to navigate features and conduct efficient searches. Enhance research, instruction, and information literacy skills with this user-friendly training toolkit!

THE BASICS Everything you need to know to get started



- First, review our [Gale Presents: Peterson's Career Prep](#) recorded webinar to get comfortable with the resource and its capabilities.
- More of a reader? Try our [Resource Guide](#).

GET CONNECTED Grow your knowledge and focus on subjects



- Help your users create their accounts with this user-facing [Tip Sheet](#).
- Learn to access your usage with this [Tip Sheet](#).

EXPLORE QUICK TIPS Stay up to date with bite-sized learning



- Access the Find A Career section with this [Tutorial](#).
- Leverage the Resume Tool with this [Tutorial](#).

DELIVER YOUR OWN TRAINING Turnkey solutions



- Don't re-create the wheel! We have a pre-made training [Slide Deck](#) waiting for you.
- Learn best practices in training your staff with our strategies for training [Webinar](#).

FIND HELP



- Review the rest of our support tools on our [Product Support Page](#).
- Visit the [Gale Blog](#) to stay up to date on changes and enhancements.
- Need technical support? Check out our [Tech Support Documents](#).
- Talk to an expert- reach out to your [Customer Success Manager](#)!