

# Getting Started Guide

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## About

The Research Clearinghouse for K-12 Blended and Online Learning is a collaborative effort led by the International Association for K-12 Online Learning (iNACOL) and the *Michigan Virtual Research Institute*<sup>™</sup> (MVRLI<sup>™</sup>) to provide a repository of references to research articles and other publications from the field of K-12 online and blended learning. This project was made possible by generous support from Next Generation Learning Challenges and in-kind support from iNACOL and the *Michigan Virtual University*<sup>®</sup>.

This Clearinghouse project evolved from the University of Florida's Virtual School Clearinghouse (VSC), a website initially sponsored by the BellSouth Foundation and later by the AT&T Foundation that sought to aggregate and analyze data from virtual schools. The VSC housed collections of resources including research on virtual schooling, instruments used to evaluate virtual schooling, and websites dedicated to the topic of K-12 online learning. Dr. Rick Ferdig, who led the development of the VSC, has kindly shared hundreds of citations from the VSC to provide starting point for the Clearinghouse. This project was also made possible with the help of the iNACOL Research Committee.

To find more information about the Clearinghouse, click [here](#).

## Recommended Browsers

For the best experience, we recommend using either Chrome or Firefox as your web browser.

## Location

The Research Clearinghouse for K-12 Blended and Online Learning is located at <http://k12onlineresearch.org>.

The screenshot shows a web browser window displaying the Research Clearinghouse website. The browser's address bar shows the URL <http://k12onlineresearch.org/>. The website header features the logos for Michigan Virtual Learning Research Institute, the Research Clearinghouse for K-12 Blended & Online Learning, and iNACOL. A navigation menu includes 'File', 'Edit', 'View', 'Favorites', 'Tools', and 'Help'. The main content area is titled 'About the Clearinghouse:' and contains a paragraph describing the project's collaborative nature. Below this is a 'Search Clearinghouse:' section with a search form. The form includes an 'Abstract and Title Search' field, three 'Author' fields with 'OR' operators, three 'Keyword' fields with 'OR' operators, and dropdown menus for 'Year', 'Reference Type', 'Bibliography', and 'Year Added'. 'Search' and 'Clear' buttons are at the bottom of the form. On the right side, there is a 'Login' button and a list of 'Project Partners' and 'Current Project Contributors' including Michigan Virtual University, iNACOL, COLSD, CANeLearn, Quality Matters, Evergreen Education Group, and DEANZ. 'Past Project Contributors' include Virtual School Clearinghouse. 'Other Helpful Links' include Getting Started Guide and Project Contributor Guidelines. The footer contains the copyright notice: 'Copyright © 2016, Michigan Virtual University. All Rights Reserved.' and a zoom level of 75%.

## Searching the Clearinghouse

1. Enter search terms into the Abstract and Title Search box.
2. You can select among drop-down options to choose which fields to search. You can also use the AND, OR, NOT drop-down menus on the left to narrow the results further by including or excluding specific phrases, words or article types.
3. Click the **Search** button to submit your query.

**Search Clearinghouse:**

Blended Learning

Author [v]  
OR [v] Author [v]  
OR [v] Author [v]

Keyword [v]  
OR [v] Keyword [v]  
OR [v] Keyword [v]

Year [v]  
Reference Type [v]  
Bibliography [v]  
Year Added [v]

Search Clear

A red arrow points to the search input field containing 'Blended Learning'. Another red arrow points to the 'Search' button.

## Search by Topics by Keywords

1. Search citations by using the Keyword field.
2. You can select among drop-down options to choose which fields to search. You can also use the AND, OR, NOT drop-down menus on the left to narrow the results further by including or excluding specific phrases, words or article types.
3. Click the **Search** button to submit your query.

**Search Clearinghouse:**

Blended Learning

Author [v]  
OR [v] Author [v]  
OR [v] Author [v]

online assessment [v]  
OR [v] Keyword [v]  
OR [v] Keyword [v]

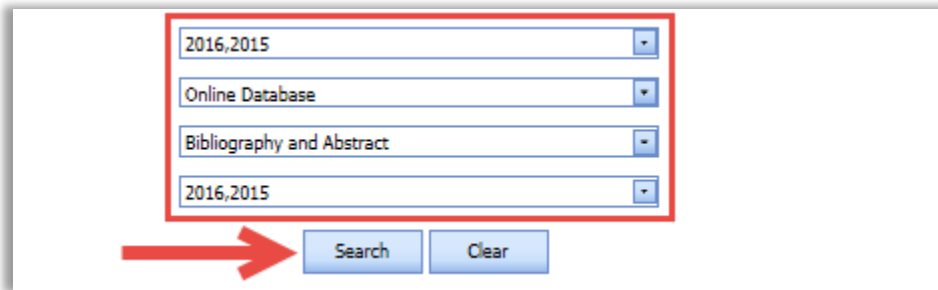
Year [v]  
Reference Type [v]  
Bibliography [v]  
Year Added [v]

Search Clear

A red arrow points to the 'online assessment' dropdown menu. Another red arrow points to the 'Search' button.

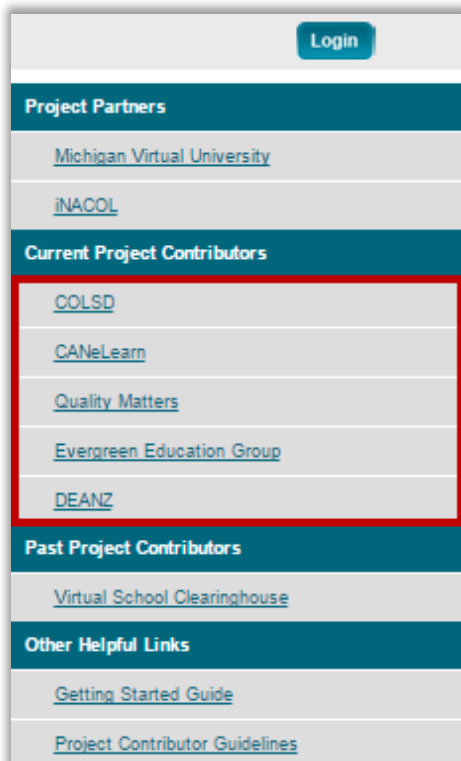
### Search by Year, Reference Type, Bibliography and/or Year Added

1. Select a year or multiple years by placing a check mark in the appropriate box or boxes from the Year drop-down menu and/or,
2. Choose the appropriate Reference Type(s) from the drop-down menu, and/or
3. Select a Bibliography option from the drop-down menu.
4. Users can also filter search results by the specific year they were added to the database. The drop-down provides a list of years that can be checked to help filter your results.
5. Click the **Search** button to submit your query.



### Search by Project Contributor

1. Select a linked project contributor under “Current Project Contributors” in the left navigation menu.
2. Search for the project contributor in the keyword search field.

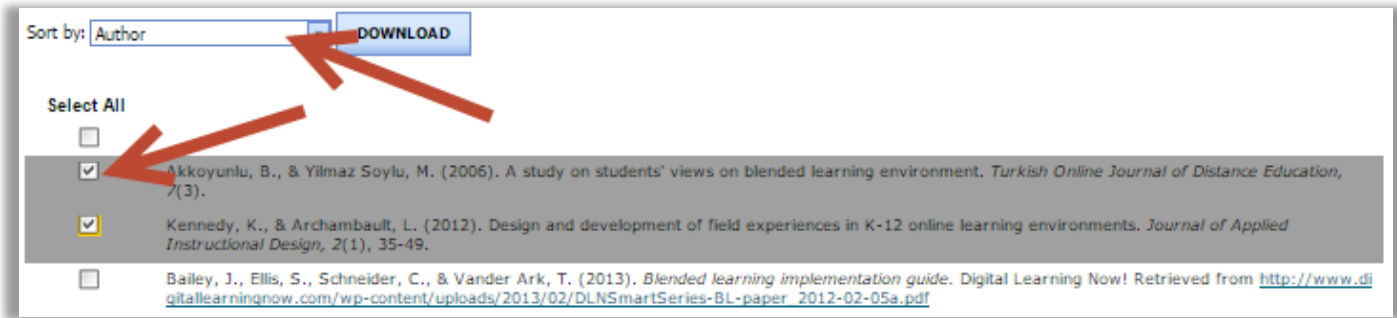


The project contributor’s website will open in a new window. Use the site to locate resources they have shared.

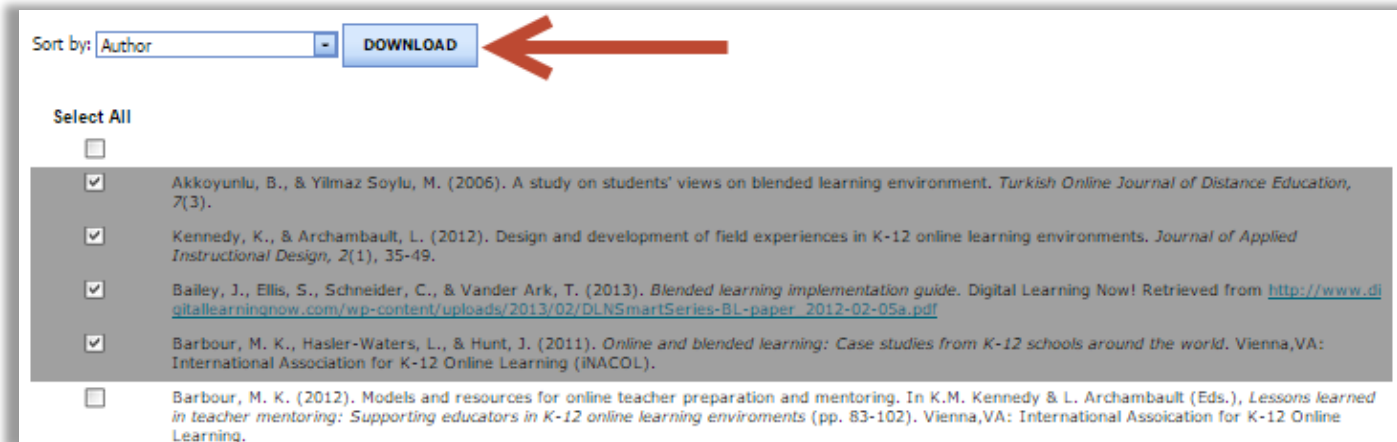
## Record Results

### Download Citations

1. Use the **Sort by** drop-down to sort your results by author or year.
2. To select records, place a check in the box to the left of the record(s).  
**Note:** Optionally, you can click the box just below “Select All” to check all returned results.



3. Once all desired records have been selected, click the **Download** button at the top of the page.



4. Your selected citation(s) will be downloaded as Microsoft Word files.  
**Note:** In order to download citations that include an abstract, “Bibliography and Abstract” must be selected from the final dropdown before conducting your search.

