

## *Help/FAQ for Women of Star Wars*

### ***Browsing:***

#### **Browse all**

You can browse the whole collection, by right clicking on the “Browse All” tab. This is located at the top of each page in the collection. Once on the results page, right click the item you wish to view closer.

#### **Photo Show**

You can access the separate items in the collection, by using the arrows in the slideshow on the homepage, to move through the collection.

#### **Recent Additions**

New or recent items added to the collection can be viewed in the box on the right side of the home main page titled “Recent Addition”.

### ***Searching:***

#### **General Search**

To search this collection, go to the search box in the top left of the page and enter a keyword to search for.

## **Advance Search**

Using an advance search will narrow the results returned. The advanced search will use the fields, "Title", "Date", Subject, and Description.

## ***Frequently Asked Questions:***

### **What were the formats used in the collection?**

The formats used in the collections are as follows: JPEG and PNG for photographs, PDF for documents, MP4 for video and WAV for audio.

### **Do I need any special programs to view items in the collection?**

JPEG and PNG can be viewed with any program.

PDF has been enabled to view on the collection site.

MP4 can be viewed at the link attached to the items.

WAV can be listened to onsite as well.

### **May I create tags and comments?**

Yes, please do! If adding tags, click on "Add Tags" on the menu on the page of that item. For comments, click on "comment" also on the menu bar of that item.

### **Can I use items in this collection?**

The images may be used for any action under "fair use" such as personal use, research or for teaching or education. Fair Use of copyrighted words for the above reasons does not require approval or permission by the copyright owner, so long as the

use meets the requirements laid down in Section 107 of the US Copyright Laws.

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**Who can be contacted with other questions?**

Please contact Courtney Pritchard with any questions, comments or concerns:

[pritch32@uwm.edu](mailto:pritch32@uwm.edu)