

Navigating Within SAFARI Montage®

Main Navigation Menu



Upon logging into SAFARI Montage, you will be directed to the Dashboard and where you will see the Main Navigation Menu at the top of the page. The Main Navigation Menu appears throughout SAFARI Montage to allow for easy navigation. Navigation links include direct access to: Dashboard, Search, Subjects, Standards, Playlists, Modules, Preferences, Admin* and Help. Your current location will be indicated by the link highlighted in green.

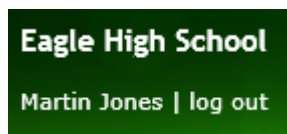
Additional functions of the Main Navigation Menu include:

SAFARI Montage Logo



Clicking on the SAFARI Montage logo will quickly access the Search page from anywhere within the system.

School & User Information



The School you are logged into and your user account will be displayed in the Main Navigation Menu. If you have access to multiple schools, you can click the school name or log out to exit the current school and log in to another school. To log out of the system completely, click 'log out' next to your user name.

Quick Search



Using quick search at the top right of the Main Navigation menu, you can quickly search all available digital resources at any time by entering key terms and clicking 'Search.' To learn more about searching, refer to the [Search](#) Help page.

Navigation Buttons

DASHBOARD

The Dashboard link directs you back to the Dashboard from anywhere in the System. Refer to the [Dashboard](#) Help page to learn more about this page.

SEARCH

The Search link navigates you to the Search page. Here, you can perform more refined searches than they can in the Quick Search. Refer to the [Search](#) Help page to learn about these features.

SUBJECTS

Click the Subjects link to navigate to the Subject page and browse by subject. Refer to the [Subjects](#) Help page to learn more about this feature.

STANDARDS

Click the Standards link to access the Curriculum Standards page and browse by Standards correlation. Refer to the [Curriculum Standards](#) Help page to learn more about this feature.

PLAYLISTS

Click the Playlists link to navigate to the Playlists page where you can view, play, create and organize Playlists. Refer to the [Playlists](#) Help page to learn more about this feature.

MODULES

Click the Modules link to navigate to add-on modules that your school or district may have licensed. If none are available, the message 'You do not have access to any add-ons or there are none installed.' will be displayed. If there are modules available, a secondary navigation menu will appear along the left hand side of the screen to allow for navigation within the add-on modules.

ADMIN

If you are an Administrative user type, or a non-administrative user who has been granted select administrative privileges within the system, you will have the Admin navigation link. Click on the Admin link to navigate to the Admin page. Based on your role and/or privileges, a secondary navigation menu will be displayed on the left hand side for administrative features to which you have access.

PREFERENCES

Click the Preferences link to navigate to the user information and preference settings page. Refer to the [Preferences](#) Help page to learn more about this feature.

HELP

Click the Help link to locate Help information for SAFARI Montage. If you are reading this page, you have successfully navigated to Help!

Secondary Navigation Menu

The screenshot shows the Safari Montage user interface. At the top, there is a header with the 'SAFARI MONTAGE' logo, 'Eagle High School', and the user's name 'Martin Jones | log out'. Below the header is a navigation bar with buttons for 'DASHBOARD', 'SEARCH', 'SUBJECTS', 'STANDARDS', and 'PLAYLISTS'. On the left side, there is a secondary navigation menu with a pink border. It contains a dropdown arrow next to 'My Preferences & Settings', which is expanded to show 'Settings' (highlighted in green) and 'Local Devices Support'. Below this menu is a 'TUTORIAL' button. The main content area on the right is titled 'My Information' and contains a form with the following fields: 'Username: mjones', 'Password: Change Password', 'Email Address: mjones@myschool.org', 'First Name: Martin', and 'Last Name: Jones'. A note at the bottom of the form says 'Remember to click Update below to save changes.' Below the form is a section titled 'My Player Settings'.

A secondary navigation menu, similar to what is seen above, will appear on the left side of certain pages within the system. Available options on the secondary navigation menu will vary based on the user type, licensed add-on modules and system configurations. Within a secondary navigation menu, click on the ▼ button to toggle navigation options open or closed. Your location within the secondary navigation will be indicated by the green highlight bar.

Only administrator user types or users who have been granted specific administrative privileges will have the **Admin navigation button available.*

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Searching

Searching Your SAFARI Montage® System

Overview

There are four ways to search for digital resources in your SAFARI Montage system: Search (explained below), Quick Search (explained below), by [Subject](#) and by [Curriculum Standards](#).

Clicking the 'Search' button in the SAFARI Montage main navigation bar will direct you to the Search page, as seen below. You can also navigate to this page by clicking on the SAFARI Montage logo in the upper left corner of any page on the system. Your last search results will be displayed for convenience. The Search page has filtering options along the left-hand side of the page and search tips are displayed on the right.

The screenshot displays the SAFARI Montage search interface. At the top, the logo and school name 'Eagle High School' are visible, along with a user profile 'Martin Jones | log out' and a 'SEARCH' button. A navigation bar contains links for DASHBOARD, SEARCH, SUBJECTS, STANDARDS, PLAYLISTS, MODULES, PREFERENCES, and HELP. The search area includes a 'Keyword' input field, a 'Grade Range' dropdown (Grade 9 to Grade 12), and buttons for 'Advanced' and 'Recent' searches. Below these are filters for 'Publisher' (All Publishers) and 'Copyright' (In All Years). A section for 'Show only results with media type of' includes checkboxes for Videos, Images, Audio, Interactive, Documents, Web Links, eBooks, Whiteboards, and Documents. Another section for 'Show only results which include' has checkboxes for Closed-Captioned, Spanish, Teacher's Guides, Quizzes, Blackline Masters, Ancillary Attachments, and Downloadable. The 'Show:' dropdown is set to 10 titles per page. On the right, 'Search Tips' are provided for Capitalization, AND Searches, Phrase Searches, and Combinations. A 'TUTORIAL' button is also present.

Tips on Searching

Capitalization - Keyword searches are not case-sensitive. Capitalization does not matter. Searching for *civil war* is the same as searching for *Civil War*.

AND Searches - A space between keywords is equivalent to the word **and**. For example, entering the phrase *civil war* is like saying, 'Show me all the videos that contain the words *'civil'* and *'war'* (but not necessarily next to each other).'

Phrase Searches - To search for an exact phrase, enclose the phrase in quotation marks. For example, entering the phrase *"civil war"* will display videos that contain the phrase *civil war* exactly as it appears between the quotes.

Combinations - The above methods can be combined to help refine your results. For example, a phrase search can be combined with a keyword search by entering *"civil war" lincoln*. This would display all titles that contain the phrase *civil war* and the keyword *lincoln*.

Keyword Search

To search for specific resources, enter keywords into the text field and click the 'Search' button. When conducting a keyword search, you are searching the descriptive metadata of resources including the title, description, subject headings, chapters and segments.

Grade Range Search

Select the grade range for your search results by manipulating each drop down box. Grades from Pre-K to Adult are listed in each box. You can change your default 'Grade Range' search setting under Preference: My Search & Browse Settings

Advanced Search Options

The Advanced Search Options interface includes the following sections:

- Advanced** (selected) / Recent
- Publisher:** All Publishers (dropdown)
- Copyright:** In (dropdown) All Years (dropdown)
- Show only results with media type of**
 - Videos: Interactive: eBooks:
 - Images: Documents: Whiteboards:
 - Audio: Web Links:
- Show only results which include**
 - Closed-Captioned: Spanish:
 - Teacher's Guides: Quizzes:
 - Blackline Masters: Ancillary Attachments:
 - Downloadable:
- Show:** 10 (dropdown) titles per page
- [reset](#) • [preferences](#)

In addition to filtering search results by keywords and grade ranges, advanced search filters allows more control over the search variables. Advanced search filters will vary based on user type and add-on modules, but generally all users have the following advanced search filters:

- **Publisher** - Search by all publishers or by selecting individual publishers. Also choose from:
 - **CreationStation®** - Select this option in the Publisher drop down menu to narrow search results to all CreationStation digital resources on your SAFARI Montage system.
 - **CreationStation® - My Uploads** - Select this option in the Publisher drop down menu to narrow search results to your CreationStation uploaded digital resources only.
- **Copyright** - Search for content based on copyright year.
- **Media Types** - Used to include or limit the content being searched for on SAFARI Montage. A checked box includes the media type in the search. A non-checked box will remove the media type from the search. The system default is that all media types are selected.
- **Only Results Including** - These filters will search for additional features resources may have and vary based on user type. All users can search for resources that include closed-captioning and Spanish

language tracks. User types of *Student* and above can search for content that is downloadable. User types of *Teacher* and above can search for resources with Teacher's Guides, Blackline Masters, Ancillary Attachments and Quizzes.

- **Show** - Select the number of titles you want to view per page in the search results.

Reset Search

Clicking the 'Reset' link ([reset](#)) underneath the Advanced Search options will clear all modified search variables and results to restore the search defaults.

Preferences

Clicking the 'Preferences' link ([preferences](#)) underneath the Advanced Search options will navigate you to your Preferences page. Here, you can modify search settings based on Grade, State and Results. For more information on changing these settings, refer to the Preferences: My Search & Browse Settings help page.

Search Results



After performing a search, results are displayed to the right of the search options menu. Results are organized by tab, based on their media type, with the number of related files returned in the search listed on each tab title.

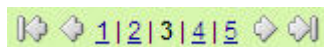
Search Result tabs include:

Videos Whiteboards Web
Images Interactive eBooks
Audio Documents My Uploads*

**For users with CreationStation® upload privileges only*

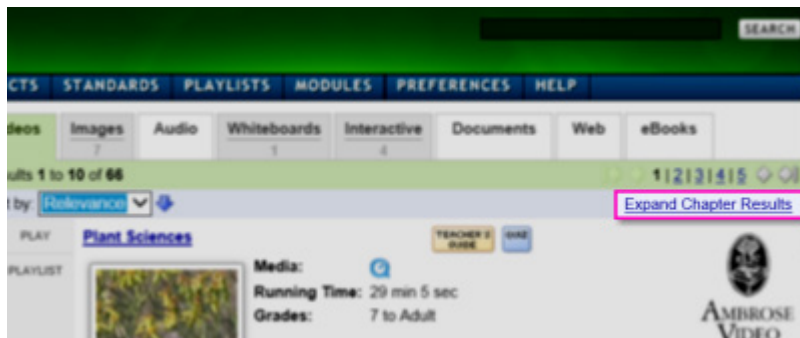
These tabs appear at the top of the Search page; click on each tab to view results for the media type. The tab you are currently viewing will be highlighted in green. When conducting a search, be sure to review each of the tabs to view all relevant digital resources available.

Search results can be sorted by Relevance, Title, Grades or Publisher, and, if CreationStation is licensed, the Created Date & Time, each of which may be selected from the **'Sort by:'** drop-down menu. Search results can also be further sorted alphabetically (ascending/descending) by clicking the **Arrow** ( / ) icon next to the Sort by: drop-down menu.



In addition to sorting, you can browse search results by clicking page numbers located above and below results as well as the First page, Previous page, Next page, and Last page icons, which are provided for faster navigation.

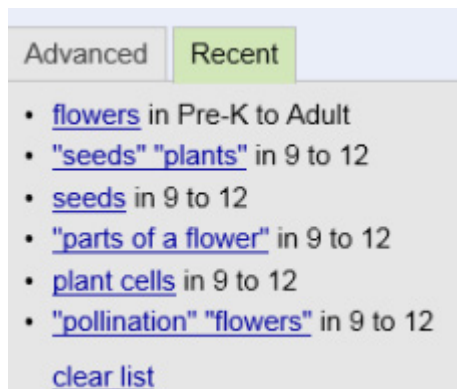
Expanding/Collapsing Chapter Results



Within the Video search results tab, there is the additional option to 'Expand Chapter Results' which will reveal the Top Segments (Chapters and Key Concepts) of an individual video resource that met your search criteria. To hide 'Top Segment' Chapter Results, click the [Collapse Chapter Results](#) link.

To learn more about Chapters and Key Concepts for video resources, refer to the [Resource Title Page](#) Help topic.

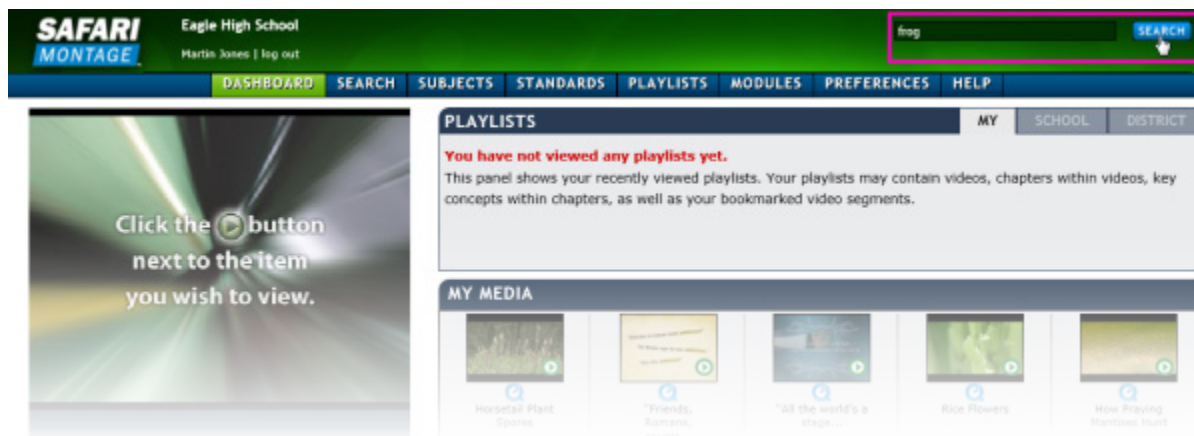
Recent Searches



Located behind the 'Advanced Search' filters tab is the 'Recent Searches' tab, which displays prior searches. Click the links provided to re-execute a recent search and quickly return to the results.

To clear the list of Recent Searches, click the 'clear list' link.

Quick Search



From most pages on SAFARI Montage, you can conduct a Quick Search by entering a keyword search in the Quick Search field of the main navigation area and clicking the 'Search' button. You will be directed to the Search page to review search results, at which point Advanced Search options may be used to further refine results.

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Searching Subjects in Your SAFARI Montage® System


Overview

An additional way for you to search the SAFARI Montage system for resources is by subjects.

Here, resources can be identified by successively refining results using common, subject-based selections. You can Browse by Subject or select from an expansive alphabetical Subjects A to Z list. Search filters can also be used to limit subject-based search results.

Browse by Subject Chains

The screenshot shows the SAFARI Montage web interface. At the top, there is a navigation bar with the following tabs: DASHBOARD, SEARCH, SUBJECTS (highlighted), STANDARDS, PLAYLISTS, MODULES, PREFERENCES, and HELP. Below the navigation bar, there is a 'Browse By Subject' section with a 'Subjects A to Z' tab. A 'Home' link is also visible. The main content area is divided into two columns. The left column contains a list of subject categories, each with a folder icon and a right-pointing arrow: Biographies, Children's, Education & Business, Entertainment & The Arts, Geography & Travel, Health & Sports, Hobbies, Language, Literature, Math, Multiculturalism, Parenting, Professional Development, Reference & Careers, Science, and Social Studies. The right column is titled 'Subject Search Filters:' and contains several dropdown menus: 'Grades' (Pre-K to Adult), 'Publisher' (All Publishers), 'Copyright' (In to All Years), and 'Show' (10 titles per page). There is a 'Filter Results' button and a 'Preferences' link. A green banner at the bottom of the screenshot reads: 'Please select a subject to begin browsing.'

1. Click **SUBJECTS** in the SAFARI Montage Main Navigation Menu.
2. Click the 'Browse by Subjects' tab.
3. Use the search filters to limit your subject search as desired:
 - a. **Grades:** Choose a range of grade levels from the 'Grades' drop-down menus.
 - b. **Publisher:** Choose 'All' or a specific publisher from the 'Publishers' drop-down menu.
 - c. **Copyright:** Choose a specific range from the 'Copyright' drop-down menus.
 - d. **Show:** Select the number of titles to be viewed per page in your Subject search results.
 - e. **Preferences:** This will direct you to the Preferences page where My Search & Browse Settings can be adjusted.
 - f. **Filter Results:** After adjusting these search filters, click the 'Filter Results' button to apply the search filters.
4. Click on a specific subject category link. A breadcrumb trail will start to build helping you to navigate within the subject chains. Subject links with arrow icons next to them will drill down to a new level of related subjects. The number of available titles corresponding to your search will be displayed below the subjects as you continue to refine your results.
5. Click on the resource title to view its title page, or click  to view the content.

Browse By Subject Subjects A to Z

Home Science Life Science Botany ← Breadcrumb trail of your location in Subjects

Flowers Trees
 Photosynthesis
 Plant Adaptation
 Plant Biodiversity
 Plant Structure & Growth
 Plants
 Pollination

Grades: Grade 9 to Grade 12
 Publisher: All Publishers
 Copyright: In All Years
 Show: 10 titles per page.
 Preferences Filter Results

There are 267 titles found when browsing Science - Life Science - Botany in grades Ninth Grade to Twelfth Grade.

Alien Empire: War of the Worlds
 Amanita Muscaria Mushroom ← Resources related to selected Subjects. Click the link to view or play.
 Anatomy of Flowering Plants, The

Browse Subjects A to Z

1. Within the Subjects page, navigate to the 'Subjects A to Z' tab.

Browse By Subject Subjects A to Z

123456789ABCDEFGHIJKLMN OPQRSTUVWXYZ

A Christmas Carol
 A Midsummer Night's Dream
 A Streetcar Named Desire
 A Tale of Two Cities
 AIDS
 Abigail Adams
 Abolitionists
 Abolitionists & Activists
 Abraham Lincoln
 Abusive Relationships
 Academic Performance

Grades: Grade 9 to Grade 12
 Publisher: All Publishers
 Copyright: In All Years
 Show: 10 titles per page.
 Preferences Filter Results

Please select a subject to begin browsing.

2. Similar to 'Browse by Subjects' the same search filters can be used to narrow results (see #3 above).
3. Click on the starting letter or digit of a subject that you wish to search. Select a listed subject. By doing so, a list of available subject chains corresponding to the selected subject will be displayed.

Browse By Subject Subjects A to Z

12 ABCDEFGHIJKLMNOPQRSTUVWXYZ

Fishing
Flexibility
Flight
Floods
Floors & Walls
Florence
Florida
Flowers
Folk Art
Folk Music
Folklore

Grades: Grade 9
Publisher: All Publishers
Copyright: In
Show: 10 titles per page
Preferences Filter Results

There are 2 subject chains found containing **Flowers** in grades **Ninth Grade** to **Twelfth Grade**.

[Children's > Science > Plants & Trees > Flowers](#)
[Science > Life Science > Botany > Flowers](#)

Please select a subject chain for matching titles.

- Click on any resulting subject chain to reveal the digital resources available in (these will replace the message 'Please select a subject chain for matching titles' message). The number of available titles corresponding to your search will be displayed below the subjects as you continue to refine your results. Click on a resource title link to view its title page, or click to view the content.

There are 24 titles found when browsing - [Science](#) - [Life Science](#) - [Botany](#) - [Flowers](#) - in grades **Ninth Grade** to **Twelfth Grade**.

[Anatomy of Flowering Plants, The](#)
[Classification of Plants](#)
[Dicot](#)
[Dicot](#)
[Floating Weeds](#)
[Flower - Examples of flowers \[1\]](#)

Searching Curriculum Standards in Your SAFARI Montage® System

Overview

An additional way to search your SAFARI Montage system is by Curriculum Standard. Searching by Standards provides the ability to find digital resources in SAFARI Montage that are correlated to a specific national or state standard. You can use the Standards search filters to narrow complete standard sets and focus searching on specific standards.

Searching Standards

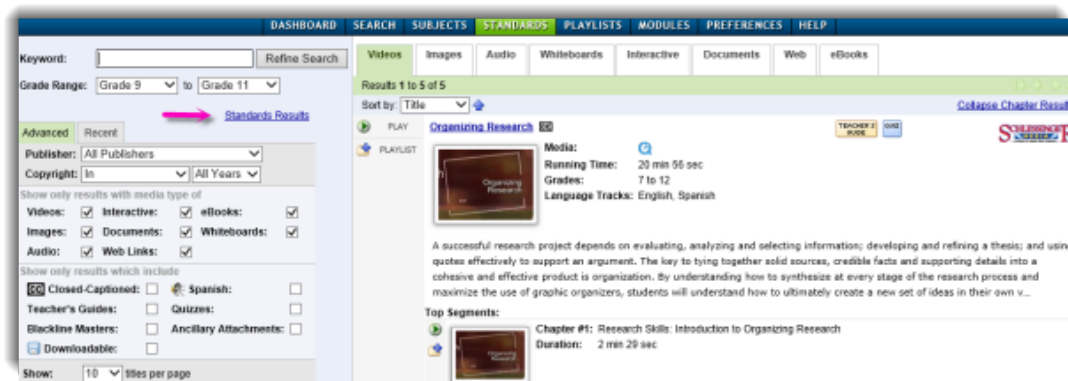
1. Click **STANDARDS** in the SAFARI Montage Main Navigation Menu.
2. You may have the option to select the desired state to search from the 'State' dropdown*.
3. Select a document type from the 'Document Type' dropdown.
4. Select the standard to apply from the 'Standards Set' dropdown.
5. Choose a range of specific grade levels from the 'Grades' dropdowns.
6. Click 'Search.' You will be directed to a Standards search results page:

7. Click any standards to view the related substandards. Next to each standard will be a link indicating the number of titles that support that standard. Click this link to view the results. At any point you can navigate back by following the breadcrumb trail along the top of the page:

There are **44 Common Core State Standards** standards for this selection within **Common Core State Standards for English Language Arts/Literacy 2010**.
 Follow the **breadcrumb** back to continue searching by Standard.

Standards Home >> Common Core State Standards for English Language Arts/Literacy 2010 Collapse All | Expand All

- Writing (Grades 9-10)
 - ▣ Text Types and Purposes (Grades 9-10)
 - ▣ 1 : Write arguments to support claims in an analysis of substantive topics or texts, using valid reasoning and relevant and sufficient evidence. (Grades 9-10)
 - ▣ 1 : Write arguments to support claims in an analysis of substantive topics or texts, using valid reasoning and relevant and sufficient evidence. (Grades 9-10)
 - a : Introduce precise claim(s), distinguish the claim(s) from alternate or opposing claims, and create an organization that establishes clear relationships among claim(s), counterclaims, reasons, and evidence. (Grades 9-10) [5 Titles align to this standard.](#)
 - b : Develop claim(s) and counterclaims fairly, supplying evidence for each while pointing out the strengths and limitations of both in a manner that anticipates the audience's knowledge level and concerns. (Grades 9-10) [2 Titles align to this standard.](#)
 - c : Use words, phrases, and clauses to link the major sections of the text, create cohesion, and clarify the relationships between claim(s) and reasons, between reasons and evidence, and between claim(s) and counterclaims. (Grades 9-10) [4 Titles align to this standard.](#)
 - d : Establish and maintain a formal style and objective tone while attending to the norms and conventions of the discipline in which they are writing. (Grades 9-10) [3 Titles align to this standard.](#)
 - e : Provide a concluding statement or section that follows from and supports the argument presented. (Grades 9-10) [3 Titles align to this standard.](#)
 - ▣ 2 : Write informative/explanatory texts to examine and convey complex ideas and information clearly and accurately through the effective selection, organization, and analysis of content. (Grades 9-10)
 - ▣ 2 : Write informative/explanatory texts to examine and convey complex ideas, concepts, and information clearly and accurately through the effective selection, organization, and analysis of content. (Grades 9-10)
 - a : Introduce a topic; organize complex ideas, concepts, and information to make important connections and distinctions; include formatting (e.g., headings), graphics (e.g., figures, tables), and multimedia when useful to aiding comprehension. (Grades 9-10) [5 Titles align to this standard.](#)



8. Refine your search of the aligned titles by using any of search filters on the left side of the results page and clicking on 'Refine Search.'
9. Navigate back to the Standards search by clicking the 'Standards Results' link.

Note: Curriculum Standards must be loaded by your System Administrator.

**You most likely will only have one state to choose from. Users with multiple state standards set can select the default state in the Preferences: My Search & Browse Settings.*

Resource Title Page in Your SAFARI Montage® System

Overview

When performing searches, you can navigate to the title page for any digital resource to view detailed metadata and a complete detail of chapter and keyword segments by clicking on the main title link within the Search results. If you are a user type of Teacher or above, you will also be able to access supplemental teacher documents and see standards correlations related to the title.

The screenshot shows the SAFARI Montage search results interface. At the top, there are tabs for 'Videos', 'Images', 'Audio', 'Whiteboards', 'Interactive', 'Documents', 'Web', and 'eBooks'. Below the tabs, it says 'Results 1 to 2 of 2'. A 'Sort by: Relevance' dropdown menu is visible, with a pink arrow pointing to it. The first result is 'Writing Persuasive Essays', which is highlighted. It includes a 'PLAY' button, a 'PLAYLIST' button, and a 'TEACHER'S GUIDE' button. The video thumbnail shows the title 'WRITING PERSUASIVE ESSAYS'. The metadata for this video is: Running Time: 23 min 14 sec, Grades: 5 to 9, and Language Tracks: English, Spanish. Below the metadata, there is a short description of persuasive writing. Underneath, the 'Top Segments' section lists 'Chapter #1: Introduction to Writing Persuasive Essays: Purpose and Audience' with a duration of 2 min 49 sec. The second result, 'Taking Essay Tests', is partially visible below.

Title Page

The screenshot shows the Safari Montage interface for a resource titled "Writing Persuasive Essays". At the top, a navigation bar includes links for DASHBOARD, SEARCH, SUBJECTS, STANDARDS, PLAYLISTS, MODULES, PREFERENCES, and HELP. The main content area features a video player with a thumbnail showing the title "WRITING PERSUASIVE ESSAYS" in a red circle. To the right of the video player, the resource details are listed: Media (G), Running Time (23 min 14 sec), Grades (5 to 9), Language Tracks (English, Spanish), and Viewable By (All Users). Below this, a copyright notice states "Copyright 2006, part of Writing for Students" and a note indicates "This title is part of 1 content package".

Under the video player, there are buttons for "TUTORIALS" and a download icon. To the left, a section titled "Supplemental Teacher's Documents" contains links for "Standards for California Quiz" and "Teacher's Guide". Below the video player, an "Actions" section includes icons for "PLAY", "ADD TO PLAYLIST", and "PERM-LINKS".

The main content area is titled "Chapters and Key Concepts" and lists several video segments:

- Chapter 1: Introduction to Writing Persuasive Essays: Purpose and Audience (2 min 49 sec)
- Persuasive writing convinces the reader of the writer's point of view. (15 sec)
- Controversial topics make the best pieces of persuasive writing. (35 sec)
- The purpose of persuasive writing is to convince the reader of your point of view, persuasive writing is dependent on knowing your audience. (37 sec)
- Chapter 2: Persuasive Writing: Structure (1 min 47 sec)
- Chapter 3: Persuasive Writing: Introductions, Conclusions and the Body of Evidence (8 min 14 sec)

The digital resource Title Page has several features which will vary based on the resource type, your user type privileges, and the add-on modules that your school or district has licensed. Generally speaking, most Title Pages provide the following:

- Title summary information including the: name, close-captioning (if available), publisher, media type, running time, grade levels, multilingual language tracks (if available), access rights to the title, abstract, copyright information and package(s) that the title is a part of.
- - Click the Play icon to play the resource.
- - The 'Add to Playlist' icon appears in several places allowing you to add the entire title, chapters and/or key concepts to an active Playlist. Refer to the [Playlists](#) Help page for more information.
- - A 'Permanent Link' can be accessed by click on the Perm-Links icon for the title. Refer to the [Permanent Links](#) Help page for more information.
- - You can use the expand and collapse icons to toggle the Chapters and Key Concept for video segments open and close. Full length videos have been organized into logical Chapters and Key Concepts segments each with searchable metadata that allows you to easily locate the video segments that are relevant to your search.
- **Supplemental Teacher's Documents** - if you are a user type of Teacher or above, these will be available underneath the SAFARI Montage Media Player. Supplemental teacher documents include:
 - Standards Correlations - If this title is aligned to your state standards a link will appear.
 - Quiz - Almost all packaged content will have a 'Quiz' that can be opened and printed by click on the link.
 - Other - If available, you may also see links for 'Teacher's Guide' or 'Blackline Master' files.

Please note: if your school or district have purchased additional modules you may see several other action icons. These actions will be explained in the Help for the module to which they relate. See also: CreationStation Media Title Page

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