

What is *CQ Researcher*?

The CQ Researcher is the choice of researchers seeking original, comprehensive reporting and analysis on issues in the news. Published in print and online 44 times a year, the single-themed *CQ Researcher* report offers in-depth, non-biased coverage of political and social issues, with regular reports on topics in health, international affairs, education, the environment, technology and the U.S. economy. Each 12,000-word *CQ Researcher* report is a unique work, investigated and written by a seasoned journalist.

How is a *CQ Researcher* report created?

First the *CQ Researcher's* editors identify the topic to be investigated, then the writer conceives its content, formulating the key questions that it will seek to answer; reads background material; interviews a range of sources; synthesizes available information; and writes the report. The average time to complete a report is five weeks.

How is *CQ Researcher* structured?

Each *CQ Researcher* report is based on a common structure. The opening section, or "Overview," introduces the issue under consideration and poses one or more questions such as, "Should minors who commit adult crimes be tried as adults?" or "Is a liberal arts education the best way to prepare for the workplace?" The report then offers a "Background," which provides a history of the issue, including pertinent policy and legal decisions.

Under the heading "Current Situation," the report provides a snapshot of the issue at the time of publication and, in "Outlook," the report's writer offers a projection of what the future may bring. The "Pro/Con" section brings together statements from representatives of opposing positions on the issue. To offer yet other perspectives, the report includes a "Special Focus" sidebar on other dimensions of the issue. The "Chronology" section offers a list of key events in the issue's history.

To achieve a well-rounded perspective, the report's writer quotes a range of sources, including lawmakers, academics, interest group representatives, government officials as well as citizens involved in the issue. The report concludes with a "Bibliography," containing an annotated list of key sources, and "Next Step," an additional bibliography providing sources related to particular questions considered in the report. "Contacts" are also provided.

When are *CQ Researcher* reports published?

CQ Researcher is published, in print and online, 44 times a year. The week's report appears in the publication's online version, *The CQ Researcher Online*, one day before print publication.

How do I leave comments on a *Researcher* report?

A new feature on the site allows users to leave comments on a report much like a newspaper editorial page. Once inside a report page, locate the "Reader Comments" box on the right navigational bar. From there you can read other user's comments and leave your own by clicking

on the "Comment on this Report" button. While you are required to include an email address, this will not be publicly posted. Although it is not mandatory for submission, any name and affiliation that you provide will be included with your comment. Your comment will be submitted to the *Researcher* editorial staff who will review it and post it to the website. CQ Press reserves the right to edit content for length and reject comments that are offensive or may be objectionable in nature. To access reader's comments for past issues, either open that report and consult the left navigation bar or click on the "Reader's Comments" button on the homepage for a list of reports with comments.

Are *CQ Researcher* reports ever updated?

Once published, a *CQ Researcher* report is not updated. It stands as a cohesive evaluation of a particular issue at a given point in time. However, *The CQ Researcher* often revisits issues as developments dictate. For example, tobacco has been the primary subject of multiple reports:

- "Crackdown on Smoking" (December 4, 1992)
- "Regulating Tobacco" (September 30, 1994)
- "Teens and Tobacco" (December 1, 1995)
- "Closing in on Tobacco" (November 12, 1999)

Tobacco also has figured prominently in *CQ Researcher* reports on related topics, such as "Advertising Under Attack," "Reforming the FDA," and "Indoor Air Pollution."

How do I stay current on *CQ Researcher* reports?

One way to stay on top of recent reports is to subscribe to the *Researcher* RSS feed. To add this feed, click on the orange button at the upper right-hand corner of the homepage. To receive a notice of upcoming *CQ Researcher* reports, or to learn more about *CQ Researcher* products, subscribe to the free email newsletters, *CQ Researcher Alert* and *CQ Researcher News*. The *Researcher* staff also provides brief summaries of current events that relate to past *Researcher* issues in the "In the News" section of the website. Access this page from the homepage's left navigational bar. Once inside, you can read about hot topics in the news that include links to recent reports. An archive of this material is now available below the current summaries.

What is an RSS feed and how do I use this feature?

RSS (Really Simple Syndication) feeds provide an easy way to stay up-to-date on a website's changes without frequently visiting the site itself. With an RSS reader, users can easily view the latest additions to a website and link directly to that content. The internet browser that you are using may have a built-in RSS reader or you may want to consult the web to find an RSS reader that suits your needs. To get started, click on the orange RSS button in the upper right-hand corner of the *CQ Researcher Online* homepage. Depending on your RSS reader you may be automatically prompted to add the *CQ Researcher* feed or you may have to go through a few additional steps to add it. Once established, you will receive updates as new *Researcher* content is added to the site.

How do I find what I am looking for in *CQ Researcher Online*?

CQ Researcher Online is designed to provide multiple points of access to *CQ Researcher* reports. You may:

- Select from the current or recent reports on the Home page.
- Find your topic in the section titled "In the News," which highlights earlier reports on topics that are once again in the headlines.
- Search by keyword, with the Quick Search on the Home page or using a number of delimiters in the Advanced Search page.
- Browse by Topic, which is similar to using the index at the back of a book.
- Browse by Date of publication, accessing reports from 1991 to the present.

If you are considering what topic to research or make the subject of a report, see Find a Topic.

What is the difference between Browse by Topic and Issue Tracker?

Browse by Topic is a feature that allows you to locate reports on the *CQ Researcher* Web site by selecting through two levels of topic areas-general to more specific. Issue Tracker is a browse tool that presents a chronological list of *Researcher* reports related to a very specific topic or event. Reports in an Issue Tracker list relate to a topic or event with very little deviation in the report's main focus.

While the results from the Browse by Topic and Issue Tracker may overlap, your results will likely be different. Take, for example, Social Security: while the Browse Topic version will result in reports that just mention the subject, reports from an Issue Tracker search will focus solely on Social Security.

What happened to the alphabetical browse by topic list?

We have replaced the alphabetical browse by topic list with a new hierarchical browsing system made up of general categories. This index change was made after the *CQ Researcher Plus Archive* was added to the *Researcher* site. With so many more reports now on the site, it's easier for you to find what you're looking for by navigating from a very general topic to a more targeted topic area.

If you prefer an alphabetical approach, try using the Issue Tracker tool-it's a lot like the old alphabetical browse by topic list, but will lead to an even more-targeted list of *Researcher* reports.

How do I cite *CQ Researcher Online*?

Citing articles has never been easier. Use the CQ Press's CiteNow feature located at the top of the document page for automatically-generated citations in four common styles.

What do the Your Profile, Document History, Favorite Documents, and Saved Searches features do?

Feature	Function
Your Profile	By creating a profile in the <i>CQ Electronic Library</i> (CQEL), you can save favorite searches and documents for future reference. If you do not create

a profile, CQEL will only save this information, as well as the last 25 documents you viewed, for the current session

Document History	Displays the last 25 documents you viewed in <i>The CQ Researcher Online</i> .
Favorite Documents	Enables you to save up to 50 documents for future reference. You can add a document to your favorites by clicking the appropriate box found in the document window or in search results. You can then select Favorite Documents to view all saved documents.
Saved Searches	Enables you to save up to 25 searches for future reference. You can save a search from the search results page (after you complete the search).

How do I print and email *Researcher* articles?

At the top of each document window you will find two drop-down menus for printing and emailing articles. From here, select the section that you would like to print or email (or the entire report) and follow the instructions.

Something I saw in the print edition of *The CQ Researcher* is not in *CQ Researcher Online*. Where can I find it?

There are some instances when older Pro/Con sections, quotes, and images from print editions of *The CQ Researcher* and *Editorial Research Reports* could not be included in the Researcher Web site due to online permission rights. These instances are rare, but if you can't find what you're looking for online, check your library's print collection of *CQ Researcher* and *Editorial Research Reports* to view the original report.

How do I contact CQ Press technical support?

For technical assistance, please submit a request at <http://www.cqpress.com/webhelp> or call 1-866-4CQPRESS (866-427-7737) or 202-729-1900 and select option 4.

How are the *ERR* reports different from the reports being published today?

The reports in the *Archive* draw on content from other time periods, and so in some cases use nomenclature or terminology that could be considered out-dated and even offensive by today's standards. However, in order to preserve the primary-source nature of these reports, and truly reflect the historical times in which they were written, *CQ Researcher* decided to leave these older reports in their original form.

It is also important to note that since the original language is preserved in *Archive* reports, there may be instances when you will need to redefine your search terms if you're not finding what you're looking for.

Another difference between *CQ Researcher* reports and *Archive* content is that sections such as Pro/Con, Overview, Background, Current Situation, Outlook, Next Step, and Special Focus were not consistent parts of *ERR*'s layout.

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