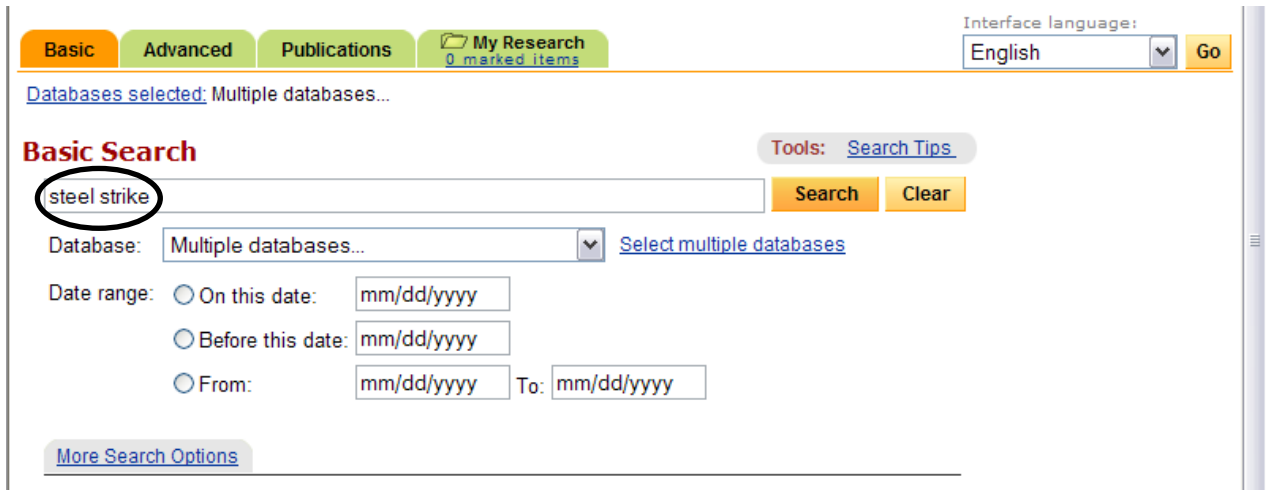


# HOW TO SEARCH PROQUEST HISTORICAL NEWSPAPERS

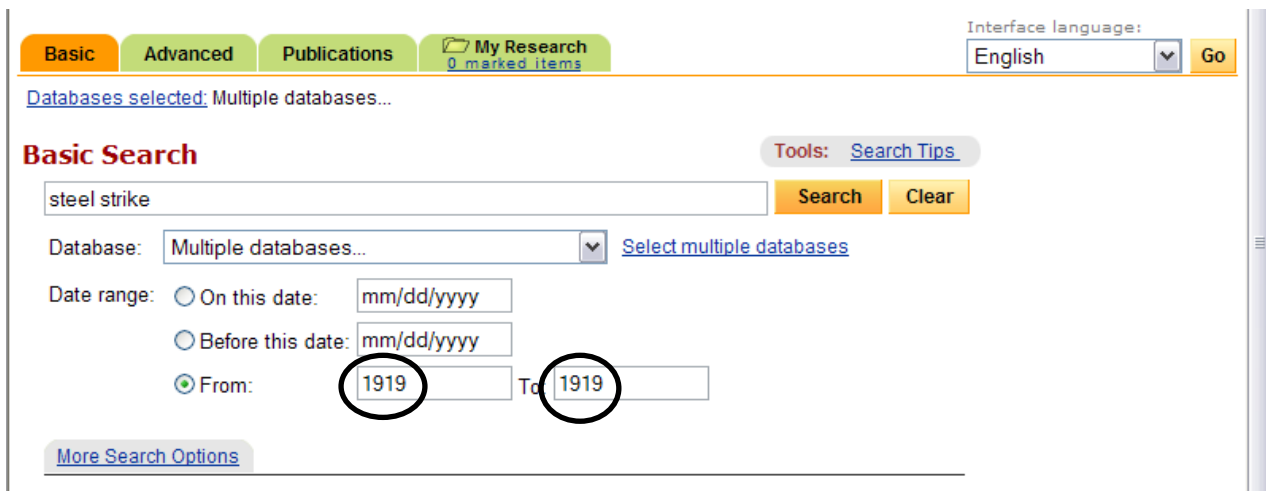
Here is a quick review of how to do a search in the *ProQuest Historical Newspapers* database.

1) On the Basic Search screen, type the words you want to search in the search box.



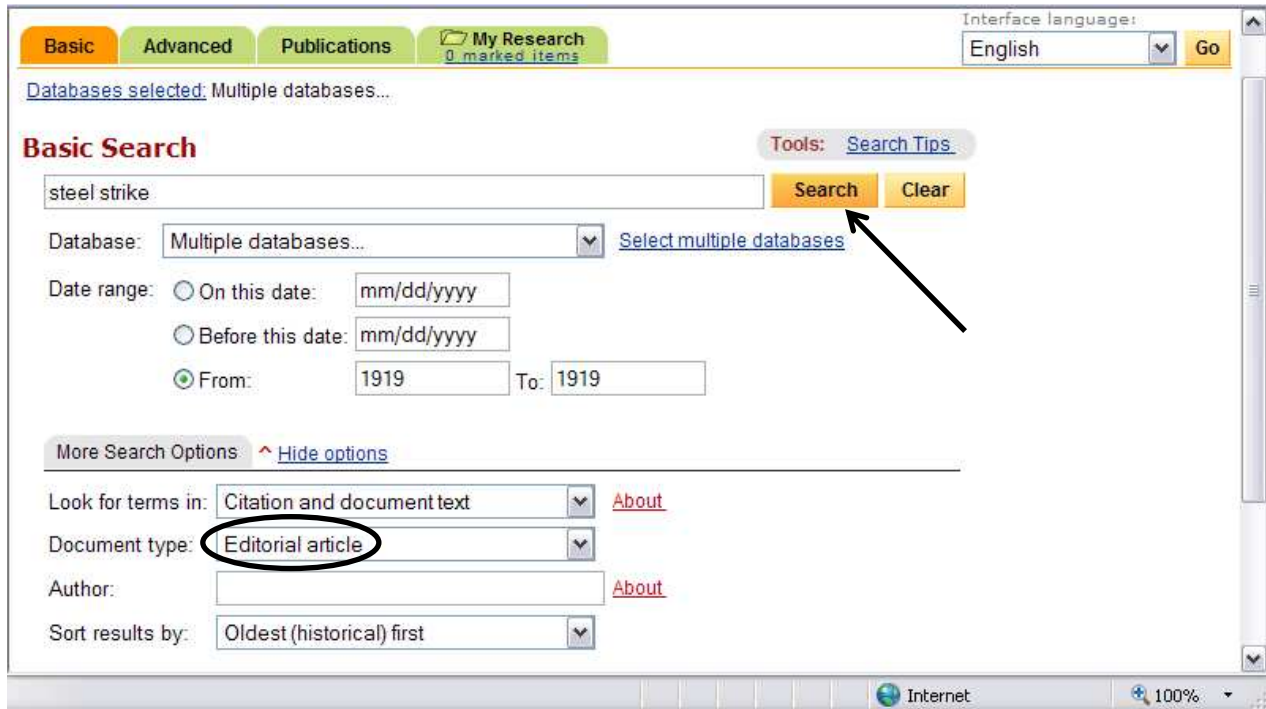
The screenshot shows the ProQuest Basic Search interface. At the top, there are tabs for 'Basic', 'Advanced', 'Publications', and 'My Research' (with '0 marked items'). The 'Interface language' is set to 'English' with a 'Go' button. Below this, it says 'Databases selected: Multiple databases...'. The 'Basic Search' section has a search box containing 'steel strike', which is circled in red. To the right of the search box are 'Search' and 'Clear' buttons. Below the search box is a 'Database:' dropdown menu set to 'Multiple databases...' with a 'Select multiple databases' link. Under 'Date range:', there are three radio button options: 'On this date:', 'Before this date:', and 'From:'. The 'From:' option is selected, and its corresponding date input field is empty. There is also a 'To:' date input field which is empty. At the bottom left of the search section is a 'More Search Options' link.

2) In most cases, you will want to limit your search to a specific date range. To do this, type a beginning and ending date (in this case, 1919—the year of the steel strike) under **Date range**.



This screenshot is identical to the one above, but with the 'From:' and 'To:' date input fields now containing the year '1919', which is circled in red in both fields. The 'From:' radio button remains selected.

3) You also may want to click on the **More Search Options** tab and set other limits for your search besides date. For example, you may want to find only a specific type of article such as editorials or obituaries. To do this, make a selection from the dropdown list under **Document type**. Then click on the yellow **Search** button.



4) A Results list will appear. For each newspaper article in the Results list, the full-text of the article can be accessed by clicking on the **Article image—PDF** link.



5) If you would like to print or email an article, click on the **Print** or **Email** link at the top of the screen. Do not click on the printer icon on the Adobe toolbar as the article will not print properly.

The screenshot shows the ProQuest interface for a scanned document. At the top, the ProQuest logo is on the left, and navigation links like '< Back to Results | New Search' and '< Previous Document 24 of 139 Next >' are in the center. On the right, there is a 'Help' link. Below the logo, the document type is 'Scanned Image PDF' and there are links for 'Print', 'Email', and 'Copy link'. The 'Print' and 'Email' links are circled in red. There is also a 'Mark Document' checkbox and a section for 'Other available formats' including 'Abstract', 'Page Map', and 'Page Image - PDF'. Below this is a toolbar with various icons, including a printer icon that is crossed out with a red 'X'. The main content area displays the title 'The Strike Investigation.' and the text: 'Investigation of the steel strike by the Senate committee on education and labor is a worthy undertaking. The people are entitled to know the facts concerning the issues involved and to understand the attitudes of the opposing sides. Senator Kenyon, of Iowa, author of'. The status bar at the bottom shows 'Done', 'Internet', and '100%'.

6) If you have trouble doing your search, please contact one of the librarians who would be glad to help you.