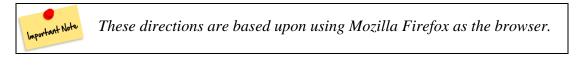


Newspaper Archive is a BadgerLink database that offers <u>SOME</u> U.S. newspapers between 1752 and 2016, <u>SOME</u> Wisconsin newspapers between 1813 and 2016, and <u>SOME</u> La Crosse newspapers between 1853 and 1970. In particular, <u>SOME La Crosse</u> Tribunes are available between 1905 and 1970.



LA CROSSE PUBLIC LIBRARY

NEWSPAPERS

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LA CROSSE RUBBER MILLS FLOAT IN WINTER CARNIVAL PARADE, 1920S

1. From the La Crosse Public Library Archives page that you are on, select "NewspaperARCHIVE" or "online access." If a security warning then pops up, select "Continue."

Since NewspaperARCHIVE is part of BadgerLink, an online library paid for by Wisconsin taxpayers, you may only be able to access this newspaper database if you are a Wisconsin resident, if you are a Wisconsin public school or college student with access to Blackboard via your school, or if you are using a computer in a Wisconsin Library. If none of these descriptions describe you, the first time you use NewspaperARCHIVE, you may need to contact BadgerLink

by calling (888)-572-5543 or clicking on this link: <u>https://badgerlink.dpi.wi.gov/ask-librarian.</u> Please have your library card/account number handy.



Before searching, clear your browser's (i.e. Internet Explore, Mozilla Firefox, Chrome, etc.) cache if you have not done so for a while. If not, NewspaperARCHIVE will be exceptionally sluggish. To avoid that, open another tab on your computer, and Google something like this: "how to clear cache in Firefox." Follow the directions in the results that appear.



You can use NewspaperARCHIVE without a personal account, but creating a FREE account will allow you to save your searches as well as images (i.e. "pictures" of newspaper pages) for easy reference and access at a later time. To create your account in less than a minute, select "Create Free Account" from the black menu across the top of the page. 2. At this point, you have four options – as explained in the chart below – for conducting your search.



If you have questions as you search, select "Help" from the black menu running along the top of the home page. The Frequently Asked Questions and Take a Tutorial are particularly helpful. However, some of the information appears to be based on earlier versions of NewspaperARCHIVE.

Important Note	

As you search, capitalization is irrelevant. In addition, special characters, such as punctuation marks, are not allowed. In particular, quotation marks are unnecessary around search terms.

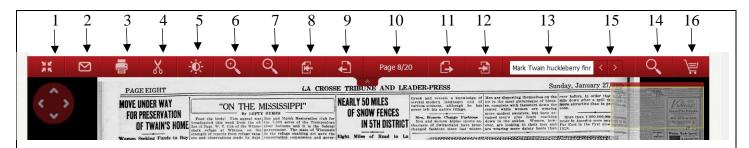
Basic/Quick Search	Advanced Search	Browse by Location	Browse by Date
(name or keyword) You MAY type in a	1. Select "Search" from along	1. Beneath the search	1. Select "Browse by
search term at the very	the top black menu.	box for a name search or	Date" from along the
5	1		-
top of the screen, and	2. If you are searching for a	a keyword search, select	top black menu. 2. Scroll down and
select "Search." Or, if	person, type in the last name and	a state or country.	
you scroll down below	possibly even the first name.	2. Then, scroll down to	select a decade.
the image of students,	3. If you are searching for an	see a listing of cities.	3. Now, select a year.
you could type in the last	event, issue, or inanimate object	3. Select a city.	4. Using the search
name of a person (first	(e.g. brothels or ice cream	4. You COULD even	box on the left side of
name is optional), or	parlors), type in the text that you	select a publication and	your screen, you may
select the "Keyword" tab	think will be most helpful.	a year for that	type in a first name
and type in a phrase like	4. If you are interested in a	publication if you	(optional), last name,
"Scotty Mitchell	particular time period, input the	already know those	and/or keyword or
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Campbell annexation."	5. Chances are, you will want	5. Now, using the	could select "Go to
Either way, with this	to respond to the "Narrow by	search box on the left	Advanced Search"
basic/quick search, you	Publication Location"	side of your screen, you	and conduct an
are likely to get a	information. However, unless	may type in a first name	advanced search.
plethora of results, many	you know the exact publication	(optional), last name,	(Follow the
of which may be	that the information you desire	and/or keyword or	guidelines in the
irrelevant. Of course, at	appeared in, don't select	phrase. Or, you could	second column from
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narrow the number of	NewspaperARCHIVE will	advanced search. While	to narrow the search
results by location and/or	search ALL of its newspapers	doing so, follow the	by publication. For
date. You will have to	from that locale, not just the one	guidelines in the column	help with that, see #5
select "Submit Query"	that you selected from the drop	to the left of this one.	in the second column
for each refinement that	down menu.		from the left.
you make.			
J	1	I	

3. If there are no results, limited results, or undesirable results, you could click on the orange "Revise your Search" button and modify the search. Note that the results are organized by how relevant/helpful they are. You could change the sorting method to "Newest First" or "Oldest First."

4. The description of each result (i.e. newspaper article) is often difficult to understand due to "gibberish." But, for any that appear promising, click on the publication/newspaper title.

5. WAIT PATIENTLY! (If you did not clear your cache, as explained in the second suggestion on page 1, you may want to do so now.)

6. What appears on your screen should look like this. Besides the key for the JPEG viewer depicted below, note that your keyword(s)/search term(s) should be highlighted in yellow. In addition, a thumbnail image of the entire page (i.e. a navigator) should appear in the upper right of the viewer.



1. Select this to see in full screen mode. If you select it a second time, it will revert back to a partial screen view.

2. Select this to save the image (i.e. picture of the newspaper page) a number of different ways: as an e-mail to yourself; as a PDF (even though you are using a JPEG viewer); as a JPEG image; as a component of your NewspaperARCHIVE's treasure box (an online folder system for organizing articles); or one image of up to 25 that you can share with others, link to related articles, or embed the HTML code in other materials when you save it to your personal archives. For the latter two options, you must have created an account in NewspaperARCHIVE, and you must be logged in to that account.

3. You can print this image from your local printer, or add it to your shopping cart (See #16 on the next page.) and pay for the image. To print yourself, follow the directions on pages 5-10 of this document.

4. Select this to cut/crop the article and then save it to one of your folders in your treasure box.

- 5. This controls the brightness and darkness of the black print on the white background.
- 6. Use this to zoom in on the text and images. Everything will then be larger.
- 7. Use this to zoom out (i.e. make the text and images smaller).

Because of the zoom feature, the thumbmail image/navigator image on the right side of the screen can help you see where you are in relation to the entire newspaper page. The thumbnail/navigator can be selected and moved/dragged to different spots on the screen.

8. Select this to see the front page of the newspaper.

nportant Note

- 9. Select this to go back ("rewind") one page. In this case, you would be able to see page 7.
- 10. This tells you that you are on page 8 of this twenty-page newspaper.
- 11. Select this to go to the next page, which would be page 9.
- 12. Select this to see the last page (page 20) of this newspaper.

13. This shows the keyword(s)/search term that you used. The term should be highlighted in yellow each time that it appears on the image/page. If you wanted to see how often another search term appears on the page, type in a new term (in #13).

14. Then, select this magnifying glass, or hit "Enter" on your keyboard to see occurrences of the new search term.

15. Use these arrows to see the new search term highlighted in yellow on the page.

16. This is your shopping cart where you can purchase any images/printouts that you would like. Each is \$29.95.

7. If the article seems to be irrelevant, but you want to peruse other results, select "Back to Search Results," the black icon on the right side of the screen and above the JPEG viewer.

8. Once you are back to your results list, if you wanted to save the search, you could select the orange "Save Search," and select "Save." But, if you want to save the image/newspaper page, you would need to "open" the article, view it through JPEG, and use the "Save" icon. (See #2 on page 3.)



\*\*\*\*\*

NewspaperARCHIVE gives you access to millions of newspapers from all over the world and as far back as 1752. In terms of researching local history, NewspaperARCHIVE offers <u>SOME</u> issues of La Crosse newspapers between 1905-1970. If you are researching more current history, consider using the Archive of Wisconsin Newspapers, also available by following Steps 1-4 of these directions. This research tool gives you access to three La Crosse area newspapers from 2005 and up to 90 days prior to today's date. (It also offers

22 Wisconsin newspapers in the 1800's and 1900's.) For the past 90 days of the <u>La Cross Tribune</u>, you could use the La Crosse Public Library's index to locate articles after 1990 (<u>http://archives.lacrosselibrary.org/local-history/newspaper-info/newspapers/</u>) or search the <u>La Crosse</u> <u>Tribune</u> web site itself. If you still desire more information, you could use <u>https://www.newspapers.com/</u> to locate <u>La Crosse Tribune</u> articles from 1951-1977. Anyone with an Ancestry.com subscription has full access to this tool. Those who do not can use Newspapers.com by clicking on Browse  $\rightarrow$  United States  $\rightarrow$ Wisconsin  $\rightarrow$  La Crosse and then <u>La Crosse Tribune</u>. Most any article that you find can be viewed on microfilm at the La Crosse Public Library Archives. Located on the second floor of the library at 800 Main

Street, the Archives offers an extensive collection of newspaper clippings as well as other resources, too.



If you are doing genealogical research, NewspaperARCHIVE can be a helpful tool. To complement NewspaperARCHIVE, consider using three other online research tools: Ancestry Library Edition, Family Search, and Heritage Quest Online. All are available through the La Crosse Public Library Archives, but Ancestry Library Edition can only be used while you are at the library.





For local history and genealogical research, don't merely rely on Google and/or the internet. Instead, use the La Crosse Public Library Archives to discover more research and hard-to-find research!

## **NewspaperArchive Printing**

Saving the PDF and printing that will print the whole page. If you just want just one article or just a portion of a page, follow these steps.

1. Select JPEG view



2. Click on Full Screen view (icon on far left)



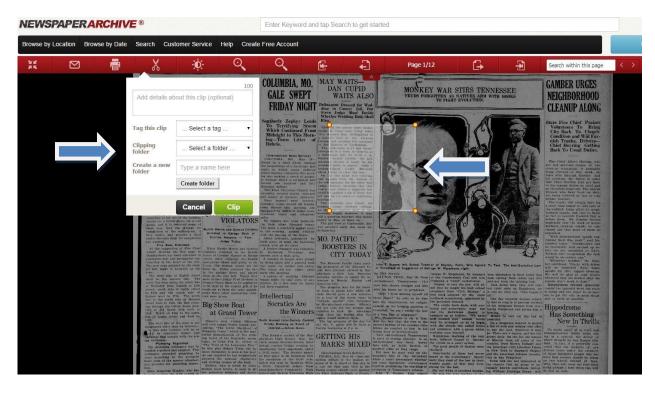
## 3. Click on the Crop Tool (scissors)



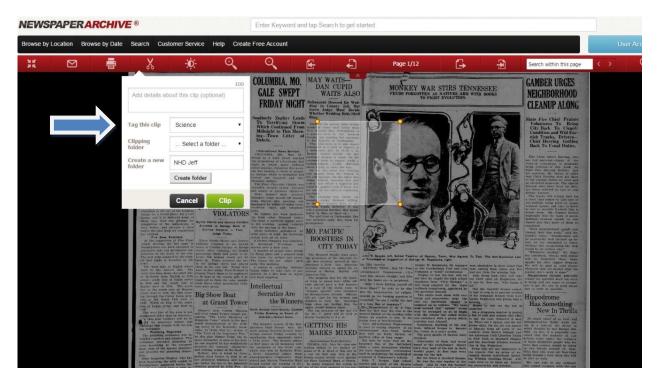
4. Click on the square, dashed outline **Rectangle** tool.



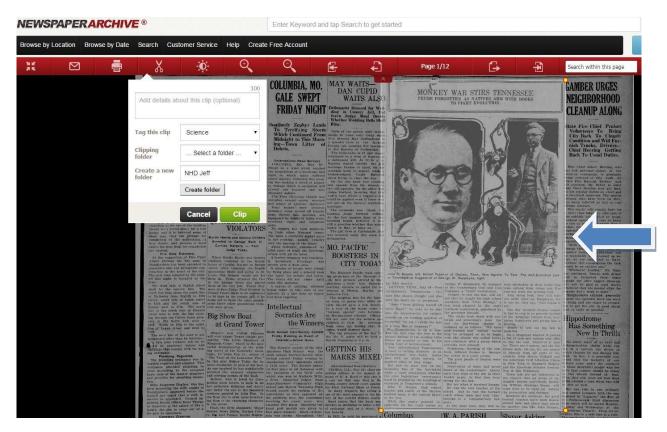
5. That brings up a box for tagging and an outlining box bordered by four yellow dots.



6. You must select a tag; the other fields are optional; any tag will work if you are just printing.



7. Click and drag the yellow dots to outline the article or desired portion of a page.



## 8. Click on Clip.



## 9. This message comes up. Click on **Download**.



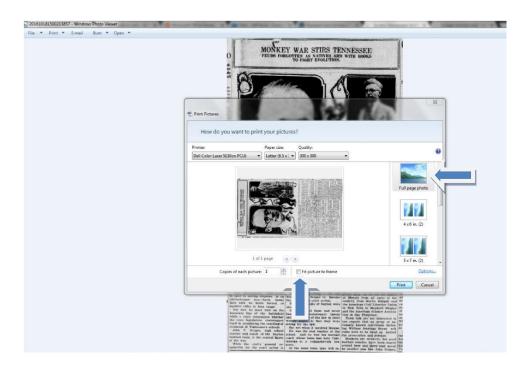
10. In Chrome, the **Download** shows up on lower left of screen. Click on it to open it. In Internet Explorer, a bar at the bottom will give a choice of **Open** or **Save**; click Open.

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11. **Open** the download with Windows Photo Viewer. **Print** as you would print a picture.



12. Choose print settings: Full page photo; uncheck "Fit picture to frame."



- 13. Click Print.
- 14. Don't forget to record the name of the newspaper, the date, and the page number on the printout so that you have the source information.