



# Online Newspapers:

## Gale's *InfoTrac Newsstand*

### Introduction:

- Accessing online newspapers is similar to reading print newspapers in two ways:
  - They contain brief articles.
  - They are typically updated daily.
- There are two main advantages to accessing online newspapers:
  - They are accessible anywhere.
  - Multiple users can access them simultaneously.
- Gale's *InfoTrac Newsstand* is a good online newspaper database to use for the following reasons:
  - It is free to everyone in New York State.
  - It contains a large selection of newspapers.
  - It provides access to many full-text articles.

### Accessing Gale's *InfoTrac Newsstand*:

- To access the online newspaper database:
  - Go to [salinalibrary.org](http://salinalibrary.org).
  - Click on Learn & Research at the top of the screen.
  - Click on OCPL Databases.
  - Click on News and Newspapers at the top of the screen.
  - Scroll down to find InfoTrac Newsstand.
  - Click on View Resource on the right.
  - Log in using your library card number and PIN.
- Online video tutorials are available on the News and Newspapers page under the name InfoTrac Newsstand. Sometimes these videos load slowly, so be patient.

### Finding Information:

- There are three main types of searches available:
  - basic
  - subject guide
  - publication
- The basic search is one of the best search types to start with.
  - This search looks for terms in the title, author, and subject headings
  - After running the search, results can be limited:
    - Full Text
    - Contains Images
    - Article

### Search Results:

- The results default to Magazines, so first select News on the right side of the screen.
- The search results screen contains links to documents and articles followed by brief descriptions.
- The number of results is listed on the right side as well as at the top.

- Results can be sorted by relevance or publication date (newest or oldest).
- The search box on the right side allows you to search within the current search results.
- Results can be limited in a number of ways using the options on the left side.
  - Results can be limited by content type.
    - “News” refers to newspapers and newswires.
    - “Magazines” refers to general interest and trade publications.
    - “Academic Journals” refers to scholarly periodicals.
  - Results can also be limited by any or all of the following:
    - publication dates
    - subjects
    - publication title
    - sections
- There are two ways to view an article from the search results screen.
  - PDF page(s) opens a new window which contains an image of the original article as it appeared in the newspaper.
  - Clicking on the title of the article will bring up the full text of the article in the same window.
    - Near the bottom of the page is the citation.
    - At the bottom of the page are links to related resources.
  - After viewing the full text, click on “Search Results” to return to the search results screen.

### **Using Information:**

- When viewing the full-text use the options at the top right to do any of the following:
  - e-mail the article
  - download the article
  - print the article

### **Other Searches:**

- Clicking on Gale InfoTrac Newsstand at the top of the screen will return to the initial search page.
- The Subject Guide Search can also be very helpful.
  - First, click on Subject Guide Search.
  - Then, type in a subject.
  - Clicking on the blue words will provide a list of results for that subject search or produce a related term.
  - Subdivisions are available for many broad topics.
  - Related subjects are also listed for many topics.
- The Publication Search is helpful when looking for a newspaper.
  - First, click on Publication Search.
  - Then, type in the title of a newspaper.
  - Clicking on the blue words will provide a description of the resource.
  - The dates indexed and dates of full text coverage are listed.
  - A description of the resource is also listed.
  - Individual issues are listed and blue and can be clicked on to produce a list of all of the articles within the given issue.

**Tips:**

- Choose keywords wisely.
- Limit searches to full-text articles.
- Use the subject guide search when appropriate.
- Don't be afraid to ask for help.