

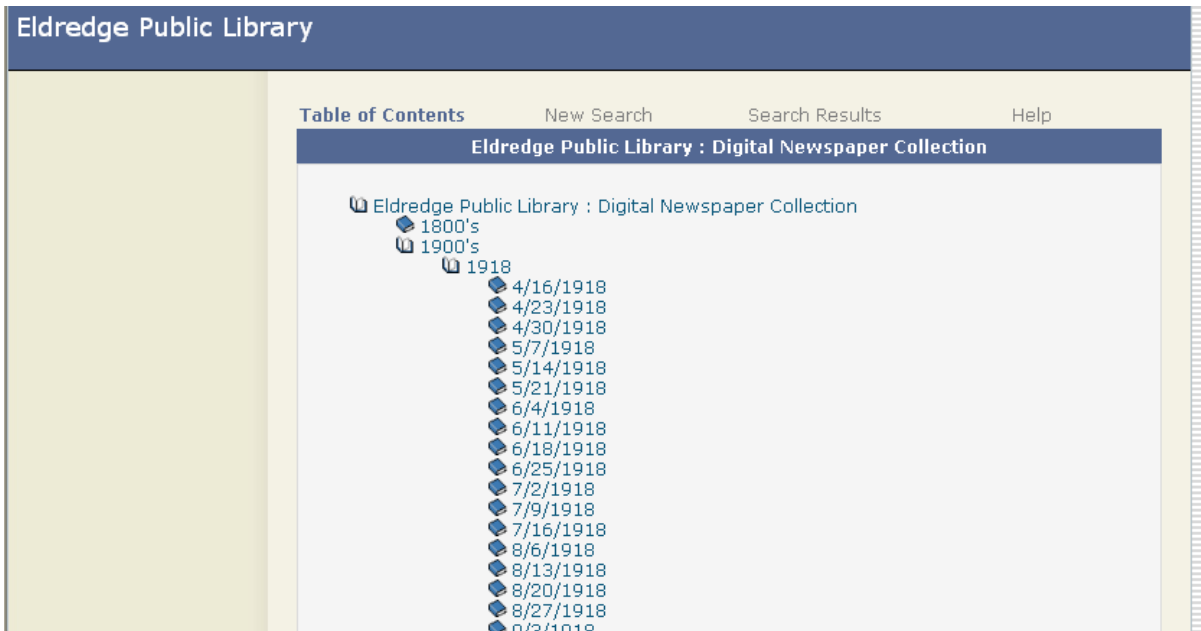
# Eldredge Public Library Digital Newspaper Collection Additional Help

## HELP

Once you are connected to the database there is a help link which provides you with searching instructions, specifically how to enter information such as keywords and dates.

## TABLE OF CONTENTS

The Table of Contents link on the top tool bar will provide you with a list of all the issues, page by page. If you want to browse through a specific issue, you can either use the Table of Contents link or you can enter the exact issue number in the “Issue Date” Search Box, with no keywords.



## PRINTING

When articles are displayed, the PDF document is good for online viewing, but has a low print quality. If you want to print the page or article there is a higher quality PDF available.

Once the document is displayed, click on the “Document Fields” link on the top right corner of the toolbar.



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Add the snapshot tool to your Adobe toolbar:

Right click on the tool bar and select "more tools."

Scroll down to "Select and zoom toolbar."

Put a check mark in the “snapshot tool” box.



Once the snapshot tool is on your toolbar, click it. Then use the mouse to outline the information you want copied or printed. Once you let go of the mouse, the information will automatically be copied. At this point you can either paste it into another document or print. Click on the printer icon on the Adobe toolbar for print options.

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