

Using NewsBank

NewsBank contains the full text of over 2,100 newspapers from the United States and around the world.

Accessing NewsBank:

- Access the **Lincoln Library Web Page**: <http://www.lec.edu/library>.
- Click on **NewsBank** under **Find Articles** or type in the URL: <http://infoweb.newsbank.com>
- If you need to **enter a password**, call the library for password information. You do not need a password from campus.

Available Databases:

- **Access World News** (features over 800 international newspapers and over 800 North American news sources)-includes shortcuts to the **New York Times (1995-current)** and **The Plain Dealer (Cleveland, OH) (1991-current)**
- **Electronic Image Editions (New York Times and New York Times Magazine)**
- **America's News Magazines** (includes 26 titles)

Performing a search:

- **PLEASE NOTE:** Because there are so many newspapers available in this database, it is important to limit your search as much as possible to speed up response time. If you perform a search of all US newspapers, for example, DO NOT keep clicking on search as the search proceeds; BE PREPARED TO WAIT!
- Click on **Access World News**. To search the *New York Times* or *Cleveland Plain Dealer*, click on the shortcuts listed below.
- Narrow by region by clicking on a individual region on the map, or by clicking the region on the legend to the left of the map (for example, choose to search **North America** or **Asia** as regions)
- Search multiple, unrelated regions by arrowing down to the bottom of the search page and clicking the boxes of each individual region desired.
- Click in the white box and type your term(s).
- Click on the **pull down menu** to choose a more specified field to search, such as **In author, In Lead/First paragraph, or In Headline**.
- You may **limit by date**, either via a **timeframe** (such as "past three months" or 2001) or as a **custom date** (such as April 2004 or 4/30/03-4/30/04.)
- Click the **green search button** to perform your search.
- Click on the **blue link** (the title of the article) to access the full text of the article.

Printing Your Results

- Click on the article you wish to print to display it on the screen.
- Click on **Printer Friendly**
- Click on **File**, then **Print** from your browser.

Emailing Your Results

- Click on the article you wish to email to display it on the screen
- Under the result bar (where you find the **Printer Friendly** option), is an address bar in which to type your email address.
- Click on **Send Email** when you are done.

Search Shortcuts (found on the blue sidebar):

The following shortcuts are available if you choose to search a more specified group of resources. Click on the link to search only those groups of publications. You can choose from:

- *New York Times*
- *Cleveland Plain Dealer*
- *Ohio Newspapers*
- *Major Metro US Newspapers*
- *Television and Radio Transcripts*
- *Cleveland Plain Dealer*
- **Acceda Noticias**
- **Access Business News**
- **Access International News**
- **Access Military, Gov, Defense**
- **Access Newswires, Transcripts**
- **The World**

Performing a complex search using Boolean Expressions (use with a simple search, above or with the More Options link.)

- Perform a search as described above, except use the criteria below added to your search terms.

AND	Both terms appear in the document	APPLES AND ORANGES
OR	Either term appears in the document	APPLES OR ORANGES OR FRUIT
NOT	The first but not the second term appears in the document	APPLES AND ORANGES NOT BANANAS
ADJ(x)	The terms appear with (x) number of each other, in that order	APPLES ADJ5 BANANAS
NEAR(x)	The terms appear within (x) number of each other, in any order	APPLES NEAR10 ORANGES

Citing NewsBank

APA Example:

- Smith, J. (2003, April 12). SARS Moving Through China. *New York Post* (final ed.), 5. Retrieved April 25, 2003 from NewsBank on-line database (NewsBank Full Text Newspapers, Record No. 59591092938NCU) on the World Wide Web: <http://infoweb.newsbank.com>

MLA Example:

- Smith, Jim. "SARS Moving Through China." *New York Post* 12 April, 2003, final ed., News sec.: 5. NewsBank Full Text Newspapers. Lake Erie College, Painesville, OH. 25 April 2003. <<http://infoweb.newsbank.com/>>

Extra Hints

- By using (") quotation marks around two or more words, you will search for that set of words as a particular phrase (such as "child support guidelines".)
- Use the Boolean Search Expressions as much as possible to make your result more relevant and refined.
- Limit your search as much as possible, either by selecting the newspapers you wish to search, or by combining terms and limiting by date. This will speed up response time considerably.
- Use the [Help/About page](#) if you are unsure how to proceed. This page will help you to cite NewsBank, give additional search tips, and help you troubleshoot.
- Try the Tutorial link for practice!