

Historical Newspaper Online

Search Tips

By their nature, newspapers contain a lot of words. If a search retrieves an excessively large set of results, these Advanced Search options can help refine it.

Advanced Search—By Proximity

Enables searching for a term that appears within a specified number of words from a second term. Example: *fishing* within 5 words of *pier*.

Advanced Search — By Date

Enables browsing of all newspapers that fall between two specific dates.

My Favorites

Any useful page or newspaper issue being viewed can be saved to **My Favorites**. Click on the option *Add Page to Favorites* or *Add Document to Favorites*, This adds that page or document to a personalized “shopping cart” of useful materials.

Click on **My Favorites** to view saved items as a slide show or to convert the items to a personalized web page. Items saved to **My Favorites** will remain in place for consulting during subsequent search sessions on the same computer.

Setting Preferences

- Select how results are **Viewed** , as part of a grid, by thumbnail-sized image, by title and more
- **Sort Order** of results by relevancy or by specific fields such as date, title, subject, etc.
- Vary the display of **Results Per Page** from ten to one hundredf
- Choose **Background Color** and **Layout of Favorites Page**

Library Locations

Main Library 601 Santa Monica Blvd.	310.458.8600
Fairview Branch 2101 Ocean Park Blvd.	310.458.8681
Montana Avenue Branch 1704 Montana Ave.	310.458.8682
Ocean Park Branch 2601 Main Street	310.458.8683

Santa Monica's Outlook Newspaper 1875-1913 Online



The **Santa Monica Evening Outlook**



was the local paper of record from 1875 to 1998. The Santa Monica Public Library's Main Library owns a complete set of the

Outlook on microfilm and has completed the digitization of the first 38 years of the newspaper.

WHERE TO FIND IT

The years 1875 to 1913 of the **Outlook** are part of the Library's local history portal **Imagine Santa Monica** (digital.smpl.org). Click on "Advanced Search" and make sure the box for the **Santa Monica Outlook** collection is checked. If you only want to see newspaper results, uncheck the boxes for the other collections.

ADVANCED SEARCH TIPS


Advanced Search offers several options. The broadest option is "Any of the Words." Use this when searching for synonyms such as "pier" and "wharf." Because each issue of a newspaper contains so many words, searchers may wish to refine a search by entering words in the "All of these Words" or "Exact Phrase" boxes. Use these options to retrieve a smaller, more focused set of results.

VIEWING A PAGE

After entering search words and clicking "search," a chronological list appears of newspapers that contain the search words. Click on a newspaper to see the first page on which those search words appear. Click anywhere on the page to "zoom in." It is possible to zoom out and move around the page by clicking the icons on the gray bar that appears above the newspaper page.



CLIPPING AN ARTICLE

Select the "Clip" icon from the gray bar above the newspaper page. It looks like this.  A new window will open. Hold down the left mouse button and drag the mouse to create an outline of the block of text you want. To complete the clip, let go of the left mouse button. A new window will open that contains your clipping. Click the right mouse button to view options to save, print or email the clipping.

VIEWING AN ISSUE

To view an entire issue, click the arrow to the left of the newspaper page by "View." Select "complete print version" from the dropdown menu and click "Go." A new window will open that contains a .PDF file of the newspaper for that date. The words in the issue will be fully searchable via the Search box. The .PDF view, though not as clear as the initial view, is easier to maneuver in and offers a convenient option for printing entire pages. Some printers in the Main Library can print on 11"x17" paper, which approximates the size of the original.



Note: A free version of the Adobe .PDF viewer is available at www.adobe.com.