

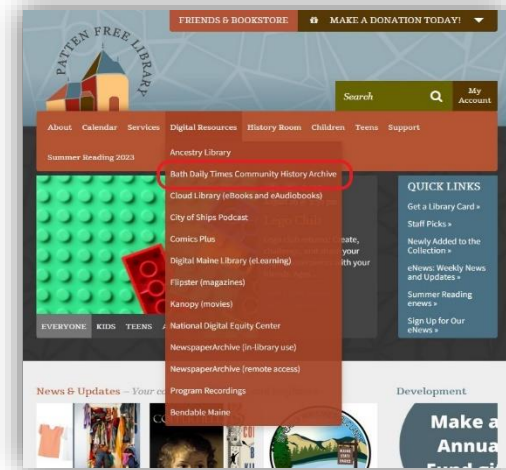


How to Search the *Bath Daily Times* Community History Archive

Patten Free Library now offers both in-library and remote access to the *Bath Daily Times* Community History Archive. Browse or search 40 years of the *Bath Daily Times* by date or keyword!

How to Access *Bath Daily Times* Community History Archive

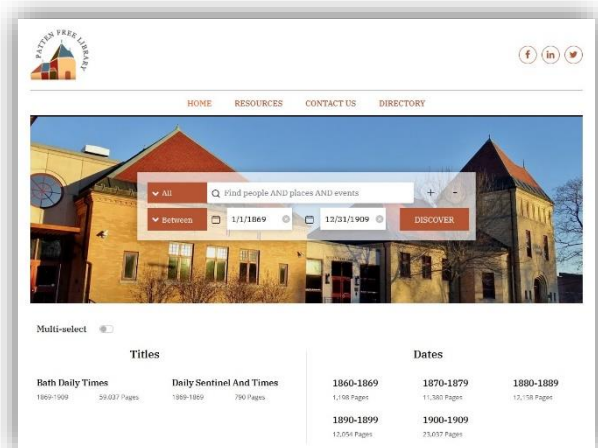
1. Visit www.patten.lib.me.us.
2. From the top navigation menu, click **Digital Resources**.
3. From the drop down menu, choose ***Bath Daily Times* Community History Archive**.



How to Start Your Search

From the BDT Community History Archive home page, begin your search by typing a name, keyword or phrase into the search box. Using the dropdown menu that says “All” you can choose several ways to limit your search. Let’s use opera singer “Emma Eames” as an example.

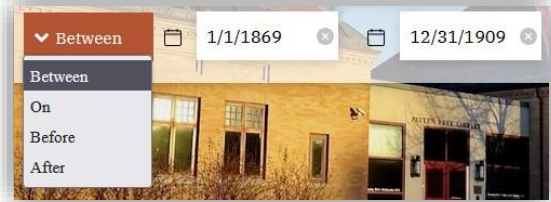
- **ALL:** searches newspaper pages that mention **Emma AND Eames** as separate words
- **EXACT:** searches “Emma Eames” as one phrase
- **ANY:** searches newspaper pages for “Emma” or “Eames” separately. Only one of either word is necessary.
- **NONE:** searches every newspaper page where “Emma” or “Eames” does not appear show up AT ALL.



You can also choose to limit your search by dates by using the dropdown that says “Between.” Choose the date(s) you are interested in and use the dropdown to specify how you want to database to search the date(s):

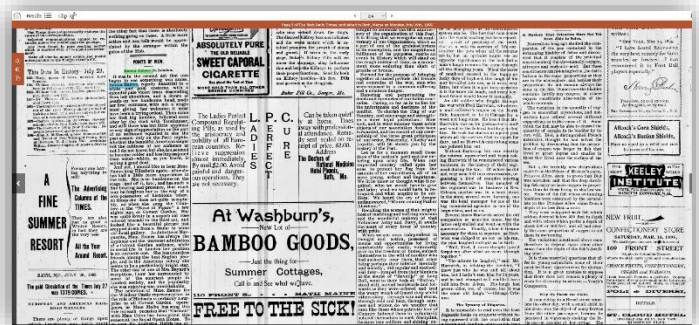
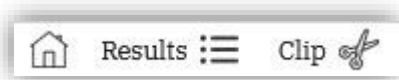
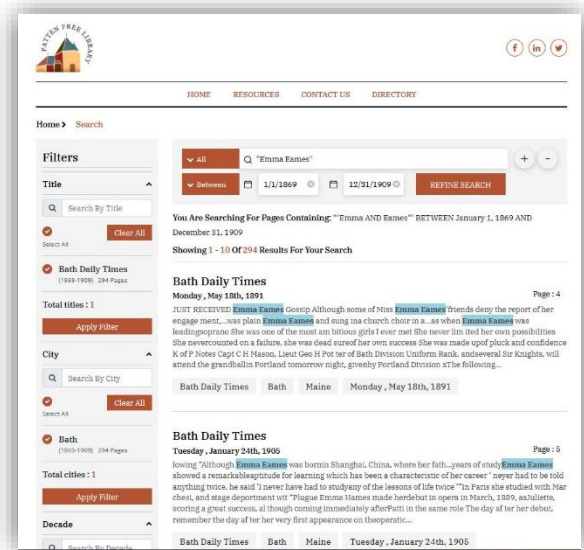


- **BETWEEN:** searches for newspaper issues **between** the two dates entered
- **ON:** searches for the newspaper issue published **on the exact date** entered
- **BEFORE:** searches for newspaper issues **before** the date entered
- **AFTER:** searches for newspaper issues **after** the date entered



How to View Your Search Results

- Use the **Filters** toolbox on the left hand side of the results page to limit your results by decade or year.
- Click on the name of the publication to open the issue in a new window. Notice how the database highlights the words you searched!
- You can also **zoom** in and out to view the text larger or see a whole page view. In addition, you can move on to the next page or any other page of the issue using the **arrow keys** on either side of the screen.
- You can **crop**, **save**, or **print** the page using the **“Clip”** tool, or return to your search results by clicking **“Results”** or to the home page by clicking the **house button**.



Want access to more years of the *Bath Daily Times*? Help us reach our next digitization goal by donating at www.patten.lib.me.us/bath-daily-times/