

## The Mac Weekly Archives

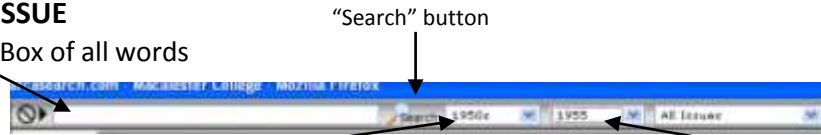
<http://news.arcsearch.com/usmnmac>

Issues of the student newspaper from September 1914 to April 2008 searchable online.

Click the red "Click to Enter" button; a new window will open.

### BROWSE BY YEAR OR ISSUE

- Clear the Search Box of all words



- Select a decade from the 1<sup>st</sup> drop-down box, select a year from the 2<sup>nd</sup> drop-down box, click "Search"
- OR Select a specific Issue from the 3<sup>rd</sup> drop-down box, click the newspaper icon ("Show All Previews")



### SEARCH BY KEYWORD (name, event, etc.)

- Enter search term(s) in the Search Box
- To search by specific dates, use the drop-down boxes to the right of the "Search" button

### RESULTS

- Click on a result from the results list to open up a pdf—it will be a single page of an issue
- **To navigate to other pages of the issue you are looking at**, select a page number from the drop-down box at the far right



- **To navigate to other search results**

- Navigate through groups of results (if there are more than 25 results) using the 1<sup>st</sup> set of arrows
- OR navigate to the previous or next individual result using the middle set of arrows



### RETURN TO SEARCH PAGE

- Click on the "Show Form" button at upper left to return to the search page



### PRINT, SAVE, OR COPY SELECTIONS (to paste into another application or document such as Microsoft Word)

- To print a page of an issue, click the printer icon
- To save a page of an issue, click the disc icon "Save a Copy"
- To select text or pictures, click on the Select Tool or the Snapshot Tool



Save Print

To select text To select pictures (draw a box around them)