

Burney Collection Newspapers and 19th Century British Library Newspapers

Starting

- [Access the Burney Collection](#)
- [Access the 19th C British Library Newspapers Collection](#)
- You are placed by default on the Basic Search screen

AND, OR, NOT

- **AND** will retrieve all records that contain both words. For example, typing **Cromwell AND Wales** finds only those records in which both the word Cromwell and the word Wales occur.
- **OR** will retrieve all records that contain one, or the other, or both words. For example, typing **Spithead OR Nore** finds records in which either the word Spithead or the word Nore or both occur.
- **NOT** excludes all records that contain the word after **NOT**. For example, typing **mutiny NOT Bligh** finds all records in which the word mutiny occurs except the ones in which the word Bligh also occurs.
- Use brackets to group terms together logically. For example typing **(globe OR balloon) AND Montgolfier** specifies that you want to find records that contain either or both of the words globe or balloon and that also contain the word Montgolfier.

Phrase and proximity searching

- Enclosing your search terms in quotation marks yields results in which the words appear in the specified order adjacent to one another. For example, typing **"Cotton Gin"** finds records in which the word cotton is followed by the word gin, in that order, with no other words in between.
- The **W (within)** operator specifies that the word that follows the operator must occur within n words after the word that precedes the operator for a record to match. For example, the search expression **sugar w3 plantation** matches any records in which sugar occurs three or fewer words after plantation.
- The **N (near)** operator specifies that the words on either side of the operator must occur within n words of each other in either direction for a record to match. For example, the search expression **Malthus n5 famine** matches any records in which the words Malthus and famine occur within five or fewer words of each other in either direction.

Wildcards

- Use an asterisk (*) to stand for any number of characters to find variations and plurals. This is useful if a word may be spelt in various different ways. For example, typing **surg*** will find surgeon, surgery and surgian.

- A question mark (?) stands for exactly one character and is especially useful for finding certain words with variant spellings. For example, **defen?e** finds both defense (American) and defence (British and Canadian).

Fuzzy searching

- Fuzzy search settings can enhance your search by retrieving near matches on a term or terms. This is a particularly valuable feature due to the variant spellings often found in historical documents. In the **Advanced Search** screen, three levels of fuzzy searching are offered: Low, Medium, and High. You may also choose not to use fuzzy searching by selecting None.
- The **High** setting will expand your results to include very broad matches on your term(s). For example, a full-text search on "harbor" with fuzzy searching set at High will return results containing "harbor," "harbour," "Harper," and "Harben."

Viewing and printing the full text

- To view the facsimile image of an article, click the **article title** or the **thumbnail image** of the article from the results list. Your search terms will appear highlighted.
- When viewing the article, click the **Print** link on the Toolbar. The Print options page will be displayed in a separate pop-up window.
- You can print the facsimile image by selecting one of the PDF options.
- A printer-friendly version will be displayed. Use your browser's print function to print the page(s).

Browse Publications by Location

- If you use Internet Explorer you may see the following error message when you click on **Browse Publications by Location**: "A script on this page is causing Internet Explorer to run slowly". Here are your options:
 - If you click 'No', the page will load, but slowly.
 - Use the Firefox browser instead of Internet Explorer. You can [download it for free](#).
 - There is a [solution to this problem on the Microsoft website](#). Please be aware that the OU does not take any responsibility if you follow these instructions.
- Once the page has loaded you can click on the plus (+) icon to the left of a country to see a list of regions or cities and then click again to see a list of publications. For example, click on the plus sign next to **India** and then click on the plus sign next to **Calcutta** to see a list of publications.