

Instructions for accessing the student newspapers on the Emerson Library computers

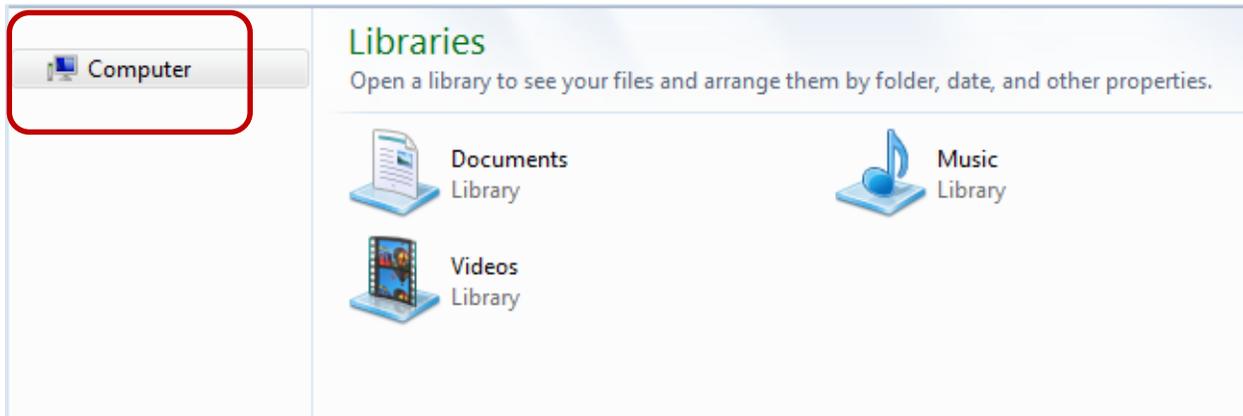
Webster University student newspapers from 1920 to Spring 2008 can be accessed by visiting the Emerson Library on the Webster University home campus (directions at <http://library.webster.edu/facility/location.html>). Internet access to the newspapers is not available at this time.

To access the newspapers on an Emerson Library computer:

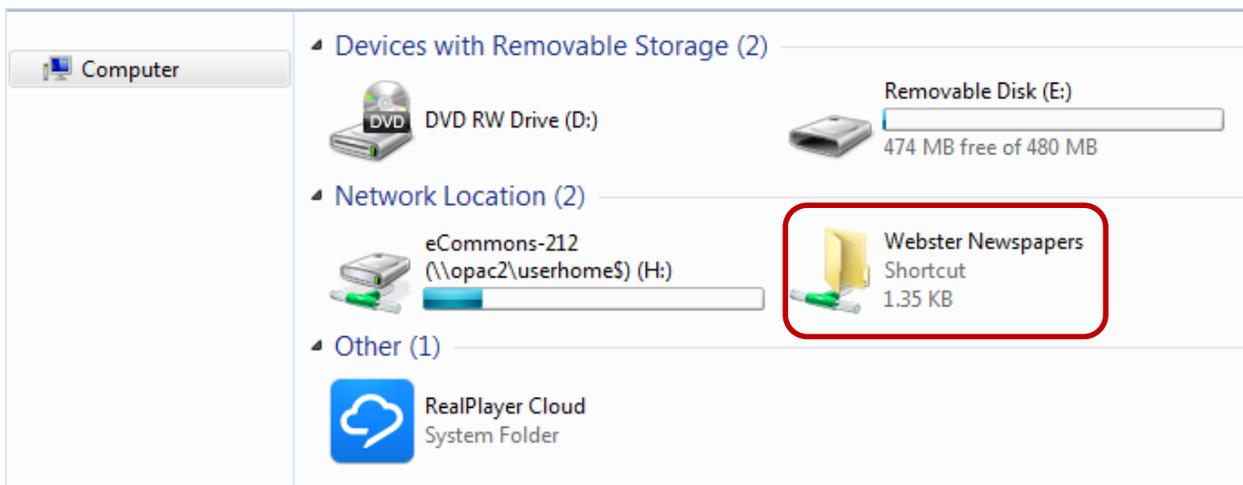
1. At the bottom left of your screen, click on the Windows Explorer icon (circled in red).



2. On the window that opens, click on Computer.



3. On the next screen, click on Webster Newspapers.



4. You will now see the volumes of the newspapers available:

Name	Date modified	Type	Size
 Listen! Volumes -	10/16/2013 10:56 ...	File folder	
 OCR_PDF	2/11/2014 1:50 PM	File folder	
 The Broadside volumes	10/16/2013 11:12 ...	File folder	
 The Journal volumes	10/23/2013 5:01 PM	File folder	
 The Stir Vol 01	2/14/2014 10:09 AM	File folder	
 The Student Observer Vol 01	2/11/2014 1:50 PM	File folder	
 The Wasteland Vol 01	2/14/2014 10:49 AM	File folder	
 The Web volumes	10/16/2013 1:17 PM	File folder	
 Scale.tif	5/17/2012 11:00 AM	TIFF image	18,951 KB
 Scale_2.tif	4/11/2013 2:14 PM	TIFF image	33,821 KB

5. **Click on OCR_PDF.** This will allow you to search the text for words, names, etc.

The newspaper has changed title over the years. Here are the volumes and years for each:

Listen!

--April 23, 1920 (vol. 1) – April 12, 1922 (vol. 2)

The Web

--October 3, 1924 (vol. 1) – December 1970 (vol. 49)

The Broadside

--February 9, 1971 (vol. 1) – May 3, 1976 (vol. 6)

The Journal

--September 17, 1976 (vol. 6) – May 1, 2008 (vol. 61)

There are also a few issues of some alternative newspapers that appeared for a short while:

The Ster

--October 3, 1966 – May 1967

The Student Observer

--March 18, 1993 (two issues in existence)

The Wasteland

--March 1993 (two issues in existence)

To copy articles from the student newspaper:

1. Display the page with the article you want on the screen.
2. Click on the spherical icon at the bottom left of the screen: 
3. Click on All Programs.
4. Click on Accessories.
5. Click on Snipping Tool. Visit <http://windows.microsoft.com/en-us/windows7/products/features/snipping-tool> to learn how to use the snipping tool.
6. Click and drag a box around the article you want. You can then paste the article in a Word document or Powerpoint presentation which can be saved on a flash drive.
7. Don't forget to include the citation information (volume, date, page, etc.) for the article:

The Web, vol. 4, no. 3, December 16, 1927, p. 1.

Reception Hall Will Contain Rooms For 190 Students

The new addition to Webster College, the Residence Hall is well under way in construction. It will be a five-story structure and will accommodate 190 students. The ground floor facing Big Bend road will contain a cafeteria, and the rest of this floor will be used for trunk and locker rooms. The first floor will contain a large lobby, parlors, reception rooms, offices, a large den and a tea room.

The second, third and fourth floors will have single and double rooms and each room will have a shower and running water. There is to be a lounge at the end of each hall. The architecture will be Tudor Gothic, the same as the main building.