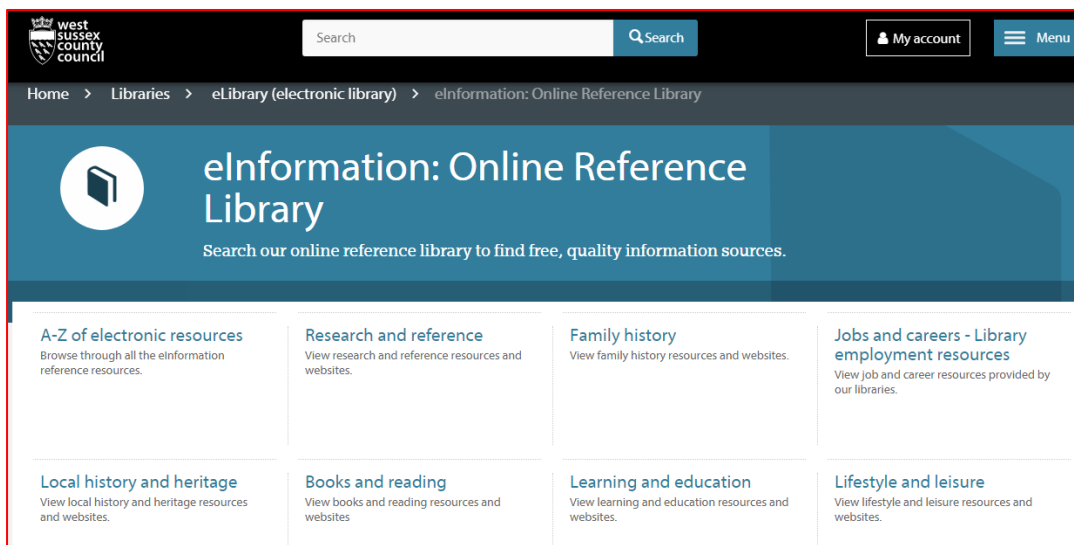


## Help with the Times Digital Archive

The Times Digital Archive is a digital version of the original newspaper (note that it does not include the Sunday Times) and contains every issue from its initial publication in 1785 to the end of 2014. You can access it in any West Sussex library and 24/7 from your computer, tablet or smartphone once you are a member.

## How to use the Times Digital Archive

Go to [eInformation: Online Reference Library](#) and click **A-Z of electronic resources**.



The screenshot shows the homepage of the 'eInformation: Online Reference Library'. At the top, there is a search bar and a 'My account' link. The main heading is 'eInformation: Online Reference Library' with a sub-heading 'Search our online reference library to find free, quality information sources.' Below this, there are eight categories of resources arranged in a 2x4 grid:

- A-Z of electronic resources**: Browse through all the eInformation reference resources.
- Research and reference**: View research and reference resources and websites.
- Family history**: View family history resources and websites.
- Jobs and careers - Library employment resources**: View job and career resources provided by our libraries.
- Local history and heritage**: View local history and heritage resources and websites.
- Books and reading**: View books and reading resources and websites.
- Learning and education**: View learning and education resources and websites.
- Lifestyle and leisure**: View lifestyle and leisure resources and websites.

Then scroll down to Times Digital Archive.

[\\*Times Digital Archive](#) - Contains every issue of The Times published between 1785-2014.

For a simple search enter your topic into the search box.



The screenshot shows the 'GALE PRIMARY SOURCES' interface for 'The Times Digital Archive, 1785-2014'. It features a search bar with a magnifying glass icon and a link to 'Advanced Search'. The background displays several historical newspaper pages from 'The Times', including one with the headline 'IN PHAROAH'S T' and another with 'TON CHURCHILL DIES'.

Below you can see the results of a search on the Blair government with 2,185 articles found. It is recommended that you put the phrase/phrases in quotes. You can also limit the search by date.

The screenshot shows the Gale Primary Sources search interface. At the top, the search box contains "blair government" and the "Advanced Search" option is visible. The results show 2,185 items, sorted by "Oldest". The first two results are:

- 1. **House Of Commons, Thursday, April 14.**  
Publication: The Times (London, England)  
Friday, Apr. 15, 1853 Issue 21403 p. 2 Article
- 2. **The Peace Mission.**  
Publication: The Times (London, England)  
Thursday, Feb. 23, 1865 Issue 25116 p. 5 Article

On the right side, there are filters for "Publication Sections", "Document Type", "Publication Date", "Subjects", "Author - Items By", and "Person - About". There is also a "TOPIC FINDER" section and a "TERM FREQUENCY" section. At the bottom right, a "BROADEN YOUR SEARCH" section suggests using the Gale Primary Sources cross-search.

Searching for news items in a large database can be difficult. There is an Advanced Search option which will help limit the results. This can be found under or alongside the simple search box.

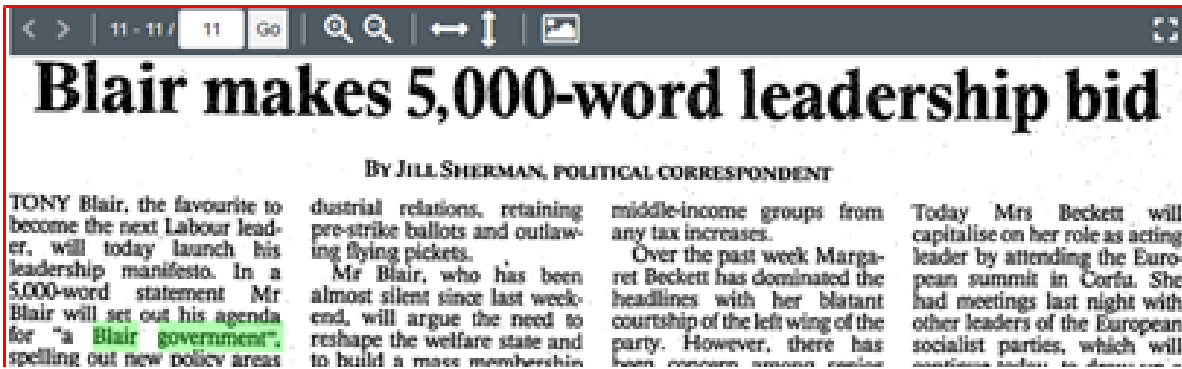
A close-up of the search box shows the text "blair government" enclosed in quotation marks. To the right of the search box is a magnifying glass icon and the text "Advanced Search".

Once you have found an article you would like to view you can preview it by clicking on the 'Keyword Preview'. To open the full article, click on the title of the article.

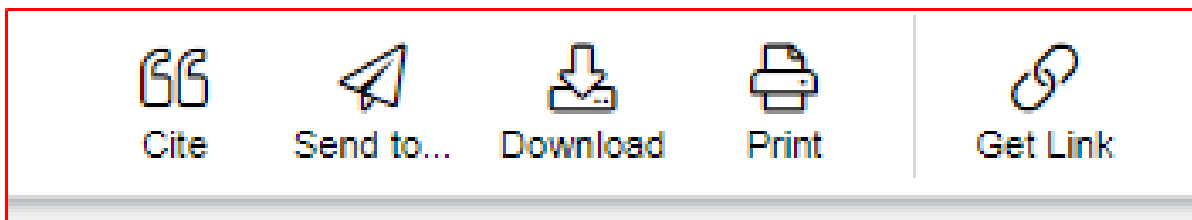
The screenshot shows a search result for the article "Blair makes 5,000-word leadership bid". The result includes:

- 1. **Blair makes 5,000-word leadership bid**
- Author: Jill Sherman
- Publication: The Times (London, England)
- Thursday, June 23, 1994 Issue 64988 p. 11 Article

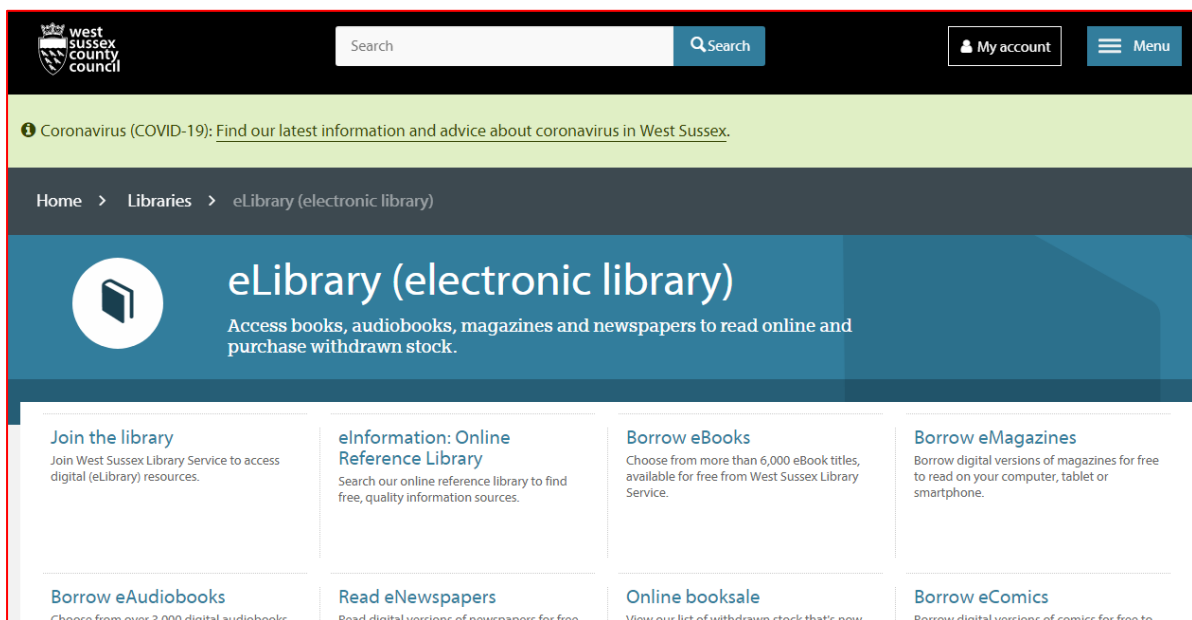
A "Keyword Preview" button is visible at the bottom of the result card.



You can print, save or email articles from the Times Digital Archive. Click on the toolbar (see below) found to the right of the search box for the options.



There are many other online resources available via the West Sussex Libraries website. Go to [eInformation: Online Reference Library](#) for access to the Times Digital Archive and Press Reader.



**Other ways we can help you find the information that you need:**

[Ask a Librarian](#)

[Local Clubs and Societies](#)

[Family History](#)

[Local History](#)

[Business](#)

[Homework and Research](#)

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