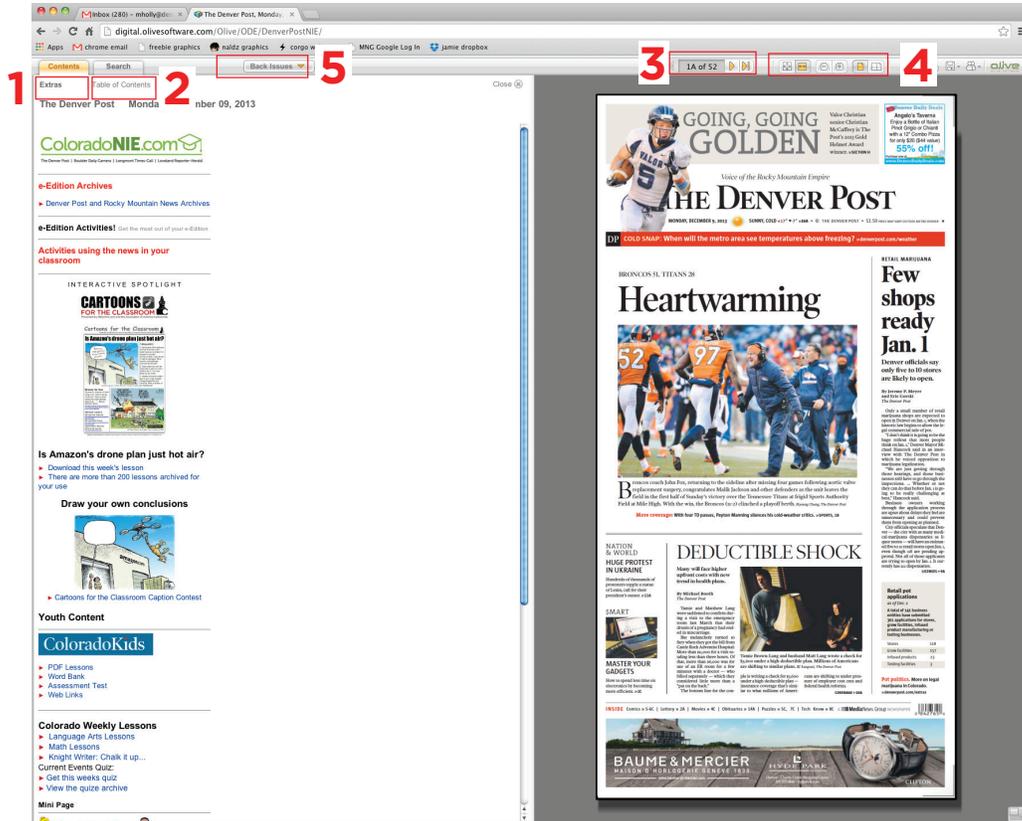


# The Denver Post Electronic Edition Quick Guide

Go to **ColoradoNIE.com** and click on The Denver Post logo to login. Email ColoradoNIE@DenverPost.com if you need help.

**TIP:** Do not use the back button on your browser when you are reading the electronic edition. It will kick you out of the e-edition. Use the navigation inside the eEdition instead.



Want activities to go along with the eEdition? Click on the links under Extras (1) on the left hand side.

**Getting Around in the eEdition** - To access sections, pages or articles, click on Table of Contents. (2)

- The **Table of Contents** lists each section with links to stories (the menu expands under each section). You can also choose **Page Thumbnails** for a small image of each page in the eEdition. Click on these to access a page or section.
- Close this when not using for larger newspaper viewing.

## Browse the newspaper

- Move from page to page by placing your mouse at the top corners of the newspaper (on some browsers the pages curl down). Click on the right corner to move forward, click on the left corner to move back a page.
- Click on the arrows on either side of the page number in the middle of the menu bar. (3) You can also type in a page number to go directly there.
- **SINGLE CLICK** on a page to zoom in, click again to zoom out.



30 days of back issues

# The Denver Post Electronic Edition Viewing and Saving Articles

**DOUBLE CLICK** on a headline to open the article in a new window.

## Viewing Options (4)

- You can choose to fit to page height or page width.
- You can use the - and + options to zoom out and in.
- You can switch to single page mode or double page mode.

You can also read issues from the past 30 days.

**Choose the issue you want by clicking on the Back Issues tab (5).** You have thumbnails of the

front pages of issues for the past 30 days. Click on the thumbnail to go to that date. Choose between two views: **Text** and **Paper** (the way the article appeared in the newspaper.) In paper view you can also zoom in and out to change the text size. (6)

Click on **Translate** for a choice of 50 languages. Click on **Listen** for an audio version of the story. (7)

**TIP:** Each time you see an article you want to read, click on the **headline** to enlarge it. That way you will get the article plus any accompanying photos, graphics, or charts.

Click on the icons (8)

- Envelope: e-mails a link to the article with an optional personalized note.
- Printer: prints the article with the date, section and page number.
- Save: bookmarks the article (not a good choice for students since it is specific to that computer).
- Share Application: choose between **Digg this**, **Post to del.icio.us**, and **Copy Link to Clipboard**.

The screenshot shows a web browser window displaying the article "\$63M for flood relief OK'd". The browser's address bar shows the URL "http://digital.olivesoftware.com/Olive/ODE/DenverPost/". The page features a search bar with the number "9" next to it. The article title is "\$63M for flood relief OK'd" and the subtitle is "Boulder, Larimer and Weld counties will get 80% of the federal relief funds." The author is "By Kurtis Lee and Electa Draper". The article text begins with "LYONS» The federal government on Thursday said nearly \$63 million in disaster-recovery funds will flow into Colorado to help counties with housing, infrastructure and economic rehab projects in the wake of September's deadly floods." The browser interface includes icons for "Text", "Paper", "Translate", and "Listen".

## Searching the eEdition is Easy

Click on the **Search** tab (9) to search for specific keywords. Under **Look in** you can choose between today's issue or all 30 days. Under **Show** you can choose articles, ads, pictures or all content. For each result, you'll get a small page thumbnail, a headline, first line, date, section and page number. Click on the thumbnail or headline to see the article on the page to the right. Click "full text" to view the text of the article in a new window.

The screenshot shows a search results page for the keyword "today's". The search bar contains "today's" and the search results are sorted by "relevance". The results list several articles, including "Today's Jumble", "Today's Cryptoquip", "Today's Talk", and "Jumble". A preview of the article "Many moving stories as charity, doctors step in" is shown on the right. The article title is "Many moving stories as charity, doctors step in" and the subtitle is "Operation Walk USA doing 30 free surgeries in state". The article text begins with "A Denver grand jury has indicted a man on two counts of murder at most three years after two men were found beaten to death in their home." The preview also includes a photo of a man in a hospital bed and a woman sitting next to him.

# Links to eArchive (from April 2004 to present for Post and News) are found inside the e-Edition at the top of the "Extras" Column

The screenshot displays a web browser window with the address bar showing 'digital.olivesoftware.com/Olive/ODE/DenverPostNIE/'. The browser's address bar also shows 'The Denver Post, Mo x' and navigation icons. Below the address bar, there are search and navigation options like 'Contents', 'Search', and 'Back Issues'. The main content area is a digital newspaper front page for 'THE DENVER POST' dated Monday, November 18, 2013. The page features a sidebar on the left with 'e-Edition Archives' and 'e-Edition Activities!' sections. The main content area displays a newspaper front page with the main headline 'Perfect ending' and sub-headline 'Denver gives Kansas City first loss in AFC West showdown'. Other headlines include '2 dead in mine killed by gas' and 'NATION & WORLD: TORNADES RIP THROUGH MIDWEST'. The page also includes a 'CAR FOR SALE' advertisement and a 'NASA MISSION TO MARS' article.