Tampa Bay Times NIE

newspaper in education

tampabay.com/nie

Convenient. Informative. Easy.

Using the Digital Edition

You and your students can read the *Tampa Bay Times*, just as it appears in the printed edition, from the convenience of your computer, phone, tablet or electronic reading device.

❖ Classwork
❖ Homework
❖ Research
❖ Writing models
❖ Grammar and math exercises

Step 1

- To **sign up** for the digital edition of the *Tampa Bay Times* for your classroom, go to **tampbay.com/nie**, and click **Sign up here**. Then fill out the online request form.*

- The number of licenses you order should correspond to the number of students who will access the *Times* at the same time. Usually that is a **class set**.

* By placing an order on our website, you agree to also verify the order for our auditing purposes.

Step 2

- Double check your information. It is important to make sure the **email address you enter on the form is accurate** as that is where we will send your class user name and password.

- All students in your classes will use **the same user name and password**. You can share this information with the students' parents as well.

Check your email

Your user name and password will be emailed to you from Tecnavia, our e-Edition vendor. **Please check your email and junk folder for that information**. If you do not receive it within a couple of weeks of school starting, please email ordernie@tampabay.com.

Convenient

- The digital edition can be accessed on **any computer or electronic device with Internet access**. You and your students can download the android and iTunes apps for more convenience.

- If you are using the digital edition for a class lesson, **one computer, license and projector is all you need**. Online writing prompts are available on our tampabay.com/nie website as well.

Digital Edition: Special Features

The digital edition can be accessed on any computer or electronic device with Internet access. However, **not all special features are available on the apps**. If you would like to use the translation, audio, print and archive features, you will need to log in using a computer.

Accessing the Digital Edition

Teachers, students, and parents should use the same user name and password:

➢ Go to tampbay.com/nie

➢ Click log in here

➢ Enter user name

➢ Enter password

➢ Select preferred edition

➢ Click remember me box

➢ Click Log in

Opening the paper

➢ When you click the edition you want to view, your page will be split into two columns.

  ▪ The **left side** will show the newspaper, and the **right side** will show the newspaper sections and tool bar (menu).

  ▪ When you click on a newspaper article on the left, the **newspaper article** will appear on the right side.

➢ In order to advance the pages of the newspaper, click the **next page arrow**.

Reading in Browse Mode

There are two ways to read the newspaper online: **Browse** and **Index**.

In the **Browse mode**, you can view the newspaper in full view. Viewing the newspaper this way will show one page at a time in full size. If the newspaper page is in browse view, and you click on **Fit** (at the bottom of the menu), you will be able to see two newspaper pages (a spread) side-by-side. The only two features available in this view are to **zoom in** or **zoom out** .

Reading in Index Mode

The second way to view the newspaper is in the **Index** view:

- ➤ Click **Index**
- ➤ Click an article on the **left**, and and it will appear on the **right**.
- ➤ Above the article, a **menu** will appear with various functions available: (from left to right) translation drop down menu, view previous article, go back to index, view next article, listen to the article being read out loud, print or share the article, change the display from text to graphic, increase or decrease the size of the text.

Tools

Browse: You can browse the newspaper full size in both columns

Pages: All pages of the newspaper will be visible. If you click on the PDF icon, you can create a PDF of a specific page.

Index: This is the default view and will take you back to two columns.

Options: You can change the edition (date and county), change the settings, get the Newspaper in Education contact information, see links to popular NIE websites.

Photos: Tampa Bay Times photo blog

Special Sections: NIE original curriculum guides correlated to Florida Standards.

Final points

Using the newspaper

The newspaper is an important form of informational text. It is both a primary and secondary source, which can be used in all subjects and grade levels. If you are planning to encourage students to use the digital edition at home, make sure the number of licenses requested reflects the anticipated student numbers. The number of licenses ordered (plus print copies) cannot exceed the number of students you teach though.

Questions?

If you have questions, would like to change your user name, or need assistance, email ordernie@tampabay.com.

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