

There are 2 ways to print in the Gale Newspaper Resources:

Printing an Article:

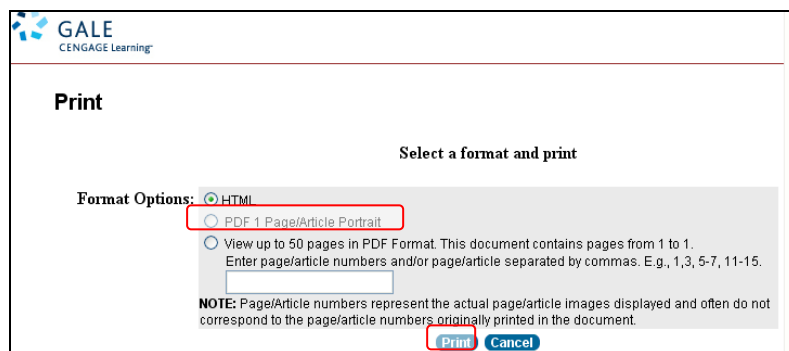
- Find your article or page
- Select article



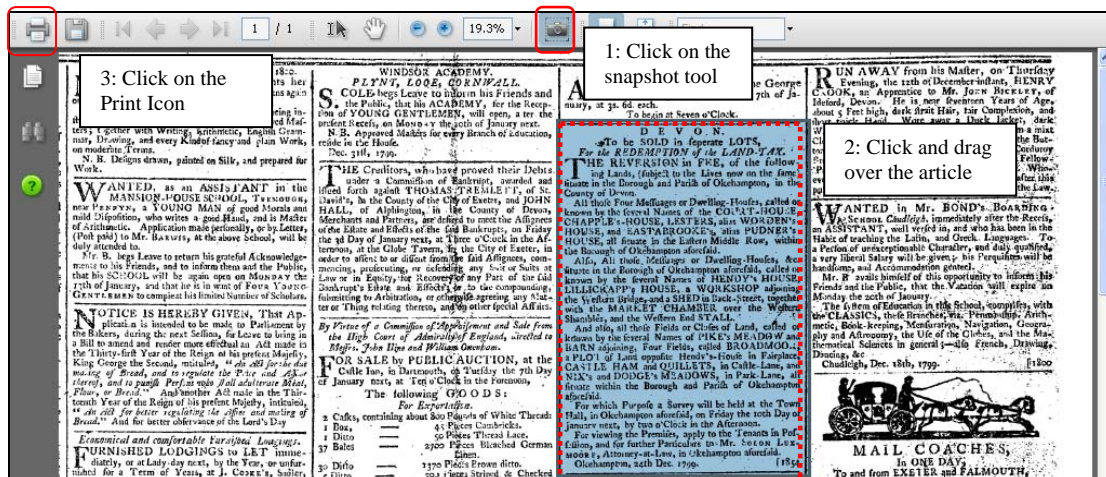
- Click on the print icon above the advanced search link



- In the window that opens select PDF 1 Page/Article Portrait and click on Print



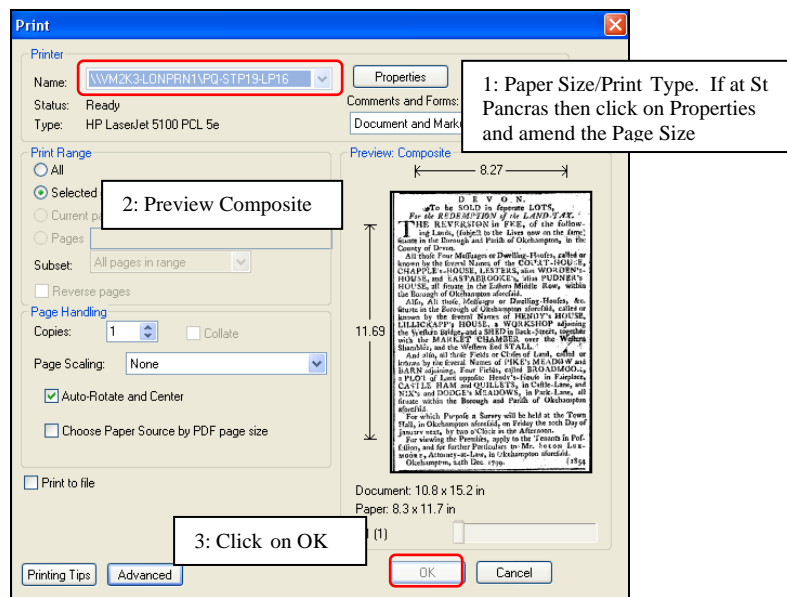
- The whole page of the newspaper will open in a PDF viewer
- You can either print the whole page from here or select your article by clicking on the snapshot tool and clicking and dragging over the article on the page. A box should pop up saying the selected area has been copied. Click on OK. Then click on the Print Icon in the PDF viewer.



- 1: Choose the paper size/print type from the Printer list e.g.
 - A4 Black & White
 - A3 Black & White
 - A4 Colour

If you are in any of the St Pancras reading rooms to print on A3 paper you will also need to click on the properties button and change the page size on the left to A3 then click on OK.

- 2: You can see a preview of how your article will print across the page in the preview composite
- 3: Click on OK



- In the print job box that opens enter your pass number and password then click on print
- A 'message about your print job' box will appear confirming the number of pages and price of your print job.
- Go to the print release station and enter your reader ID and Password and click on logon. **Note** that you can only pick up colour prints in the Colindale, Humanities 2, Maps, Science 2 and Rare Books and Music Reading Rooms and A3 prints in the Colindale, Humanities 2, Rare Books and Music and Science 2 Reading Rooms.
- Your print jobs will be displayed.
- Click on the job(s) you want to print. To print multiple jobs hold down the shift key and click on the jobs you want to print
- Click on print and collect your pages from the printer.

Printing a Page/Enlarging an Article:

- Find your article or page
- Select page

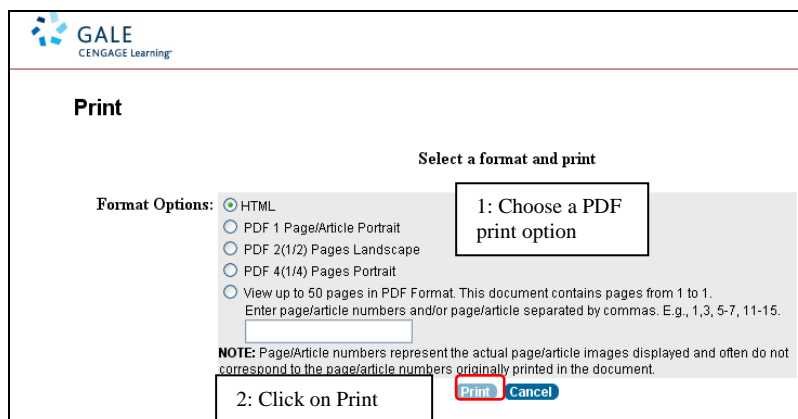
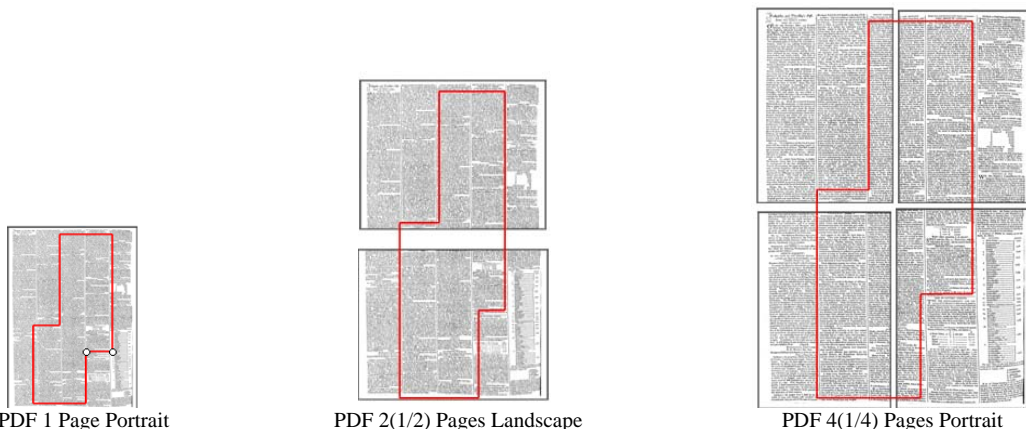


- Click on the print icon above the advanced search link

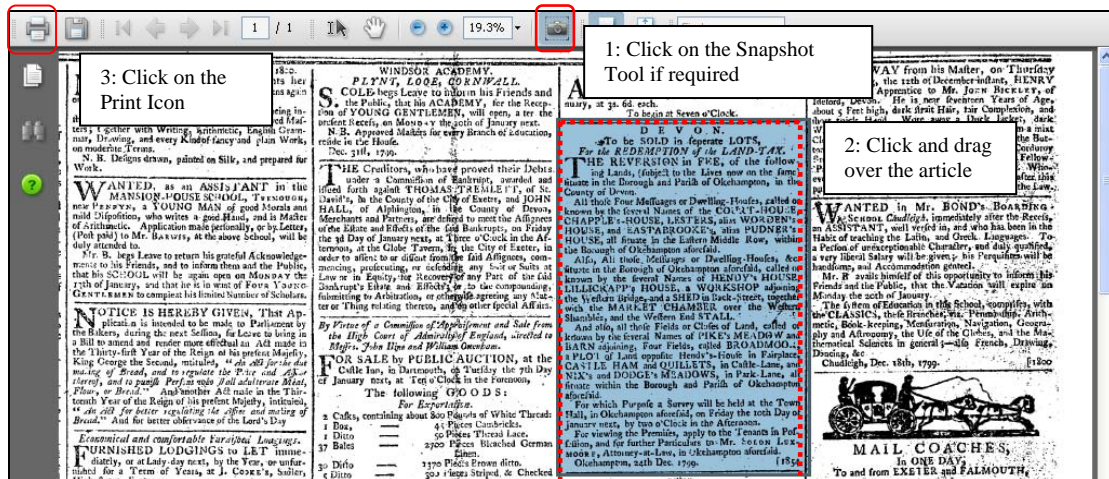


- In the window that opens select the appropriate print option (see examples below). The more pages you print over the larger the text will be. Then click on Print.

Examples of an article printed over the available page options are below:



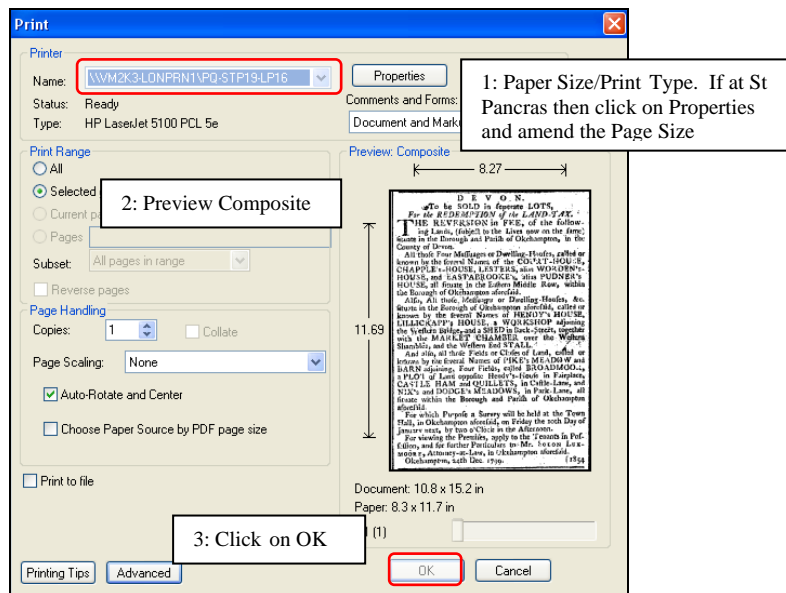
- The whole page of the newspaper will open in a PDF viewer
- You can either print the whole page from here or select your article by clicking on the snapshot tool and clicking and dragging over the article on the page. Then click on the Print Icon in the PDF viewer.



- 1: Choose the paper size/print type from the Printer list e.g.
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- Click on the job(s) you want to print. To print multiple jobs hold down the shift key and click on the jobs you want to print
- Click on print and collect your pages from the printer.