



Viewing documents within the Data Vault MAGAZINES Imaging Project

To access the imaging project,

1. Go to www.SAR.org and either:
Search *Members* >> *SAR Magazine* (for public access) **OR**
Search *Library* >> *Library Database* (requires member log-in) **THEN**
2. Click **Older Digital Copies of the SAR Magazine (1906-2016)**
3. Enter the User name **SAR** and Password **2018**; Entity ID must be **56**
4. Click Login

Welcome to SAR

Entity ID

56 ← Entity ID = 56

User Name

SAR ← User Name = SAR
And
Password = 2018

Password

....

Source IP

12.68.231.154

Language

English

Login

[Forgot your password?](#)

- Click **SAR – Magazines** under “Projects” to open a Search Criteria screen (shown below):

Search: SAR - MAGAZINES

Index Fields Show/Hide

VOLUME

YEAR

System Fields Show/Hide

Options

Search Type

Sort By

Full-Text

Criteria

Query After Indexes

You are now ready to enter search criteria.

For example: when you enter *2004* in the YEAR index field, you will see all magazines for 2004.

Drag and drop here to group by columns			
VOLUME	YEAR ↑	@Document Creation Date	@Document ID
XCXIX NO. 2	FALL 2004	2018-09-07 16:33:51	272
XCVIII NO. 4	SPRING 2004	2018-09-07 16:33:49	271
XCIX NO. 1	SUMMER 2004	2018-09-07 16:33:28	254
XCVIII NO. 3	WINTER 2004	2018-09-07 16:33:48	270

Click on the issue of your choice to download the magazine in pdf. Format to your computer.

You can also click the **SEARCH** button - *with no criteria* - to see a list of **all** magazine issues in the collection (1906 – 2016).

Drag and drop here to group by columns			
VOLUME ↑	YEAR	@Document Creation Date	@Document ID
I NO 1	OCTOBER 1906	2018-09-07 16:26:32	51
I NO 2	DECEMBER 1906	2018-09-07 16:26:32	52
I NO 2A	FEBRUARY 1907	2018-09-07 16:26:32	50
I NO 3	MARCH 1907	2018-09-07 16:26:33	53
I NO 4	MAY 1907	2018-09-07 16:26:33	54
II NO 5	JULY 1907	2018-09-07 16:26:33	55
II NO 6	OCTOBER 1907	2018-09-07 16:26:33	56
II NO 7	DECEMBER 1907	2018-09-07 16:26:34	57
II NO 8	MARCH 1908	2018-09-07 16:26:34	58
III NO 1	MAY 1908	2018-09-07 16:26:35	59
III NO 2	OCTOBER 1908	2018-09-07 16:26:35	60
III NO 3	DECEMBER 1908	2018-09-07 16:26:36	61
III NO 4	MARCH 1909	2018-09-07 16:26:36	62
IV NO 1	MAY 1909	2018-09-07 16:26:36	63
IV NO 2	OCTOBER 1909	2018-09-07 16:26:37	64
IV NO 3	DECEMBER 1909	2018-09-07 16:26:37	65

Helpful Full-Text Search Techniques:

- Simply type in the name of a person or society in quotation marks (“”).
Example: “Harry Fife” gives 12 results.
- Include the terms And / Or / Not to narrow your search results
Example: “Harry Fife” AND TXSSAR gives 9 results
- Use W/n to specify the proximity between the terms. The W/n does not specify the word order - either word may appear first.
For example: “Harry Fife” W/7 registrar gives 2 results in which the name of Harry Fife appears within 7 words of the term registrar.

To determine the value to use for n, consider the following as a rule of thumb:

<i>If you want to...</i>	<i>Use this...</i>
Find terms in the same <i>phrase</i>	W/3, W/4, or W/5
Find terms in the same <i>sentence</i>	W/15
Find terms in the same <i>paragraph</i>	W/50

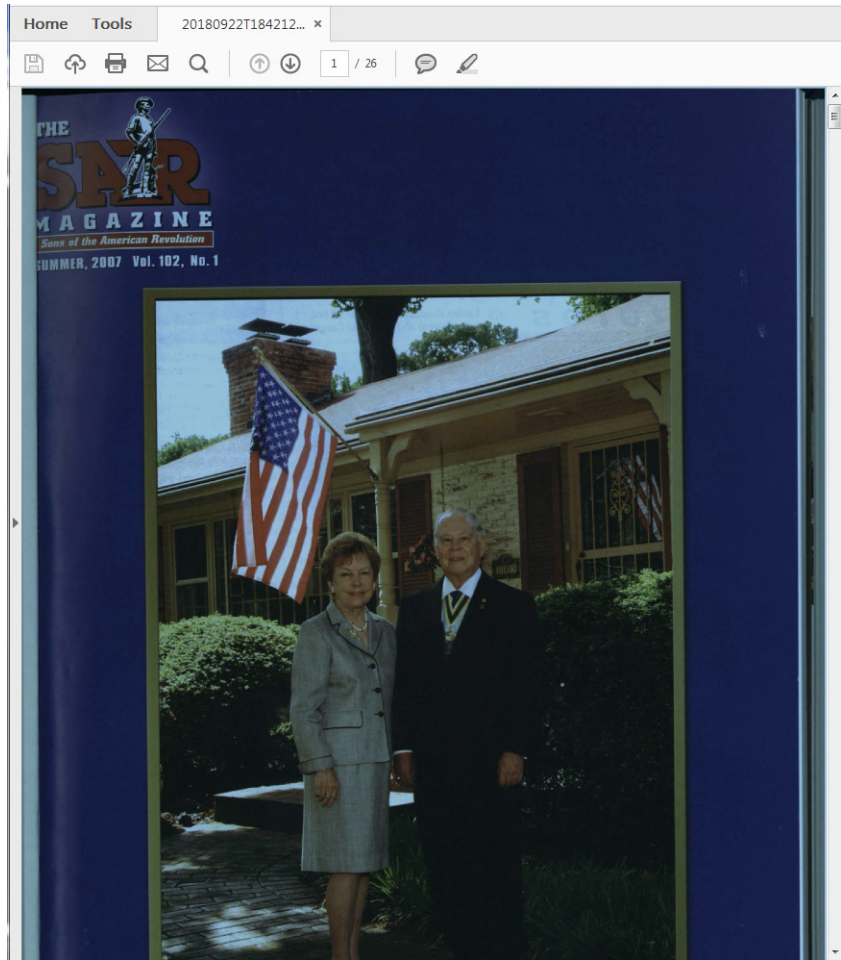
To view a magazine, simply double click on the document name. You will see the message “Working” or “Loading Document” as the PDF file is being accessed. Please wait while it is loading! Click on the PDF icon and enjoy!

Searching within magazine: Once your magazine issue is downloaded to your PC, press “Ctrl – F” on your keyboard - a search box appears. Simply

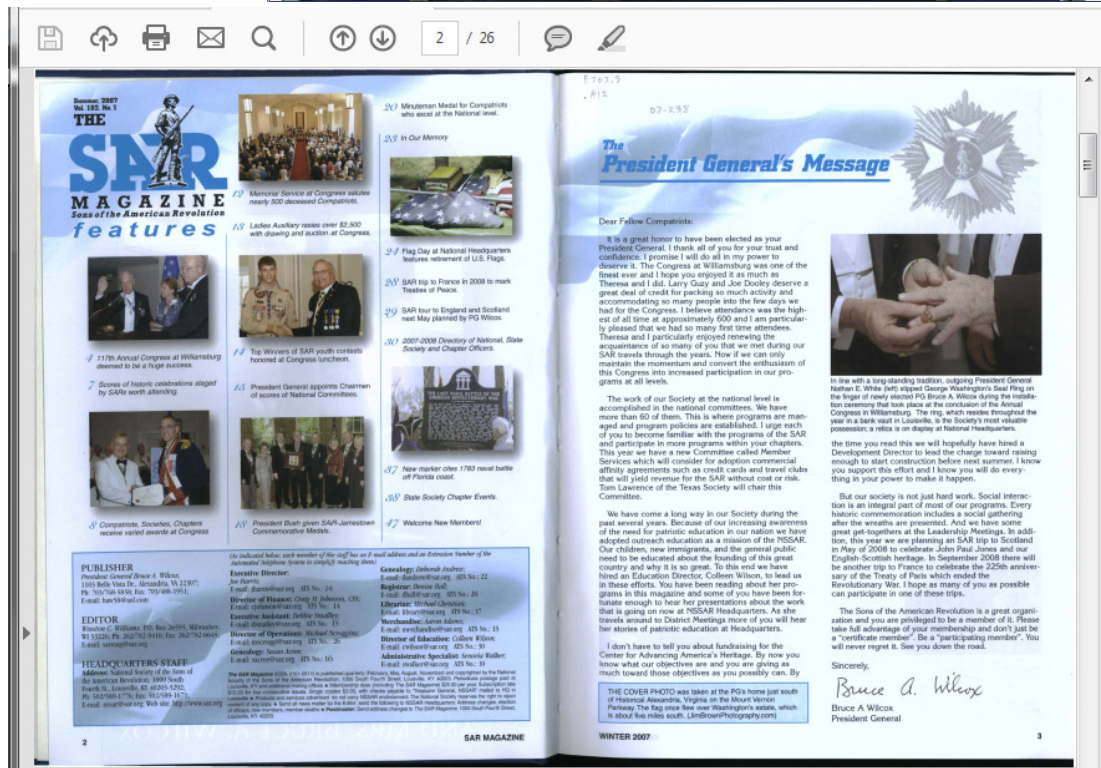
type in the name or phrase you used in your initial search criteria and your result will be highlighted.
 Users Note: Depending on your PC, you may see a message at the bottom of your screen, asking if you want to OPEN or SAVE the file

If you click OPEN, the file opens in ADOBE and the first image is displayed. The page count is noted in the tool bar. Click on the down and up arrows on your keyboard or click and drag the slide bar on the RIGHT to navigate within the PDF file.

Page 1 of the file:



Page 2 of the file:



To perform another search, close the tab of the magazine you are reading..., then click the Search tab.

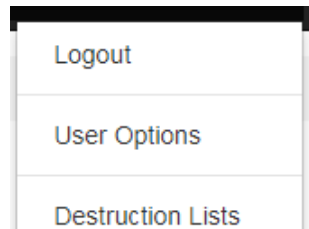
[Home](#) / [Projects](#) / [Search](#) / [SAR - MAGAZINES](#)



Hint: Remember to Clear Search Criteria before each new search!

As with any new and exciting “toy”, you are encouraged to explore fully and “play” with this new resource. Have FUN!!

When finished viewing the magazine project, please remember to click “LOGOUT” in the top right corner!



Questions? Consider using the Help function in the Top Right corner of your screen.

Also, feel free to contact Joe Hardesty at 502-588-6131 or Rae Ann Sauer at 502-588-6130. We'll try to help.