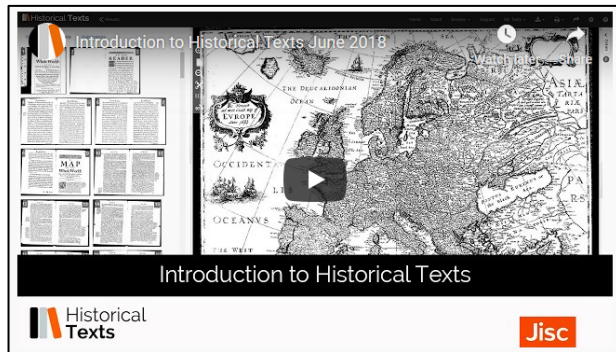


Getting help with Historical Texts

The Historical Texts website contains lots of sources of help and information. Most of this can be found within the support pages: <https://historicaltexts.jisc.ac.uk/support>

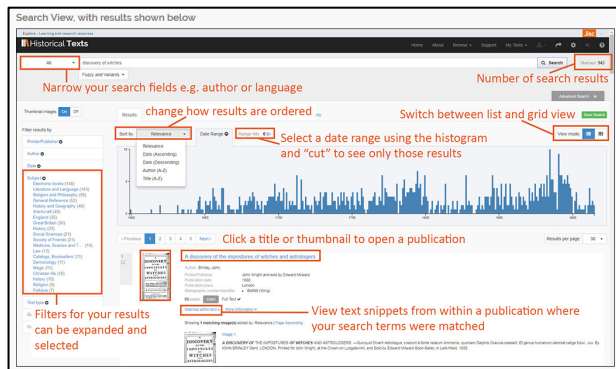
Videos

We have multiple videos covering a wide range of subjects, from how to get started with the service to how to perform complex searches or filter your results.



Quick Reference Guide Page

This is a highly visual guide showing how different aspects of the interface work. The guide is also available to download as a PDF.

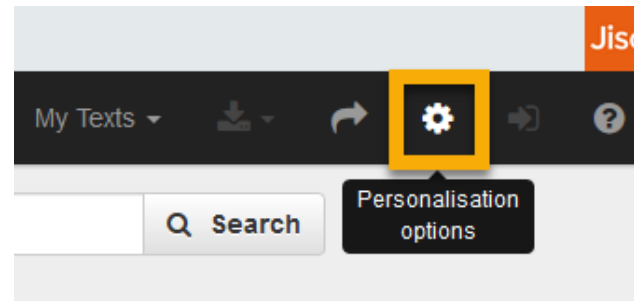


FAQ and Helpfile

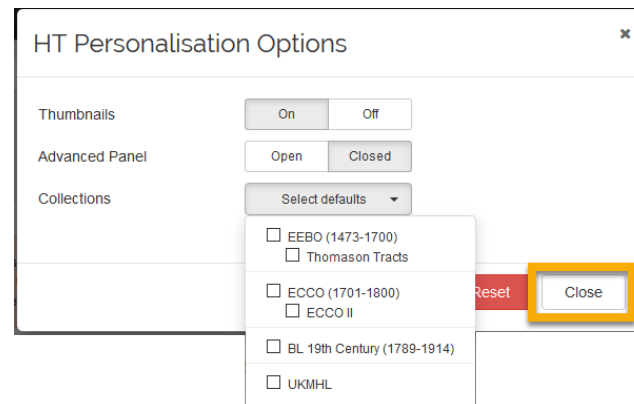
We have a frequently asked questions page to troubleshoot issues and a help file which includes details on advanced searching operators, the metadata and content of the collections and how to save your searches and items.

Personalising your view of Historical Texts

The personalisation settings are only available when you are logged in to Historical Texts.



Select the *personalisation options* from the top-right tool bar. From here you can select whether thumbnails display next to your results, whether the advanced search panel is automatically open or closed and narrow down the collections you search across by default.



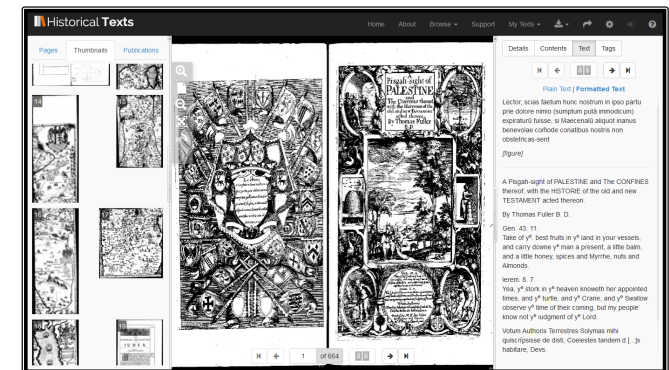
When you have made your selections, click the **close** button. Do not press the reset button (even though it is tempting!)

You will need to close your browser and log back in to Historical Texts for your changes to take effect.

You can change your settings at any time and return them to the default by using the **red reset** button.

You will need to log out and back in again for these changes to take effect.

A QuickStart Guide to Historical Texts



<https://historicaltexts.jisc.ac.uk>

Early English Books Online (EEBO)
Eighteenth Century Collection Online (ECCO)
UK Medical Heritage Library Collection (UKMHL)
British Library 19th Century Collection (BL)

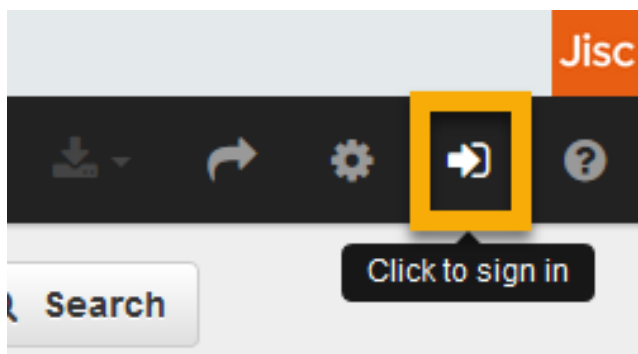
@HistoricalTexts
jischistoricaltexts
Historicaltexts@jisc.ac.uk



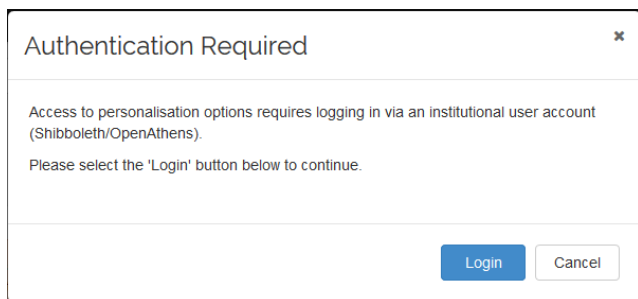
July 2019

Logging On

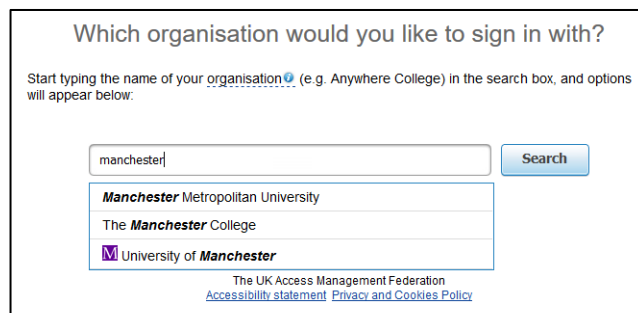
Select the door login icon at the top right of the screen.



This will cause a login pop up to appear. Click the blue button.



Select your institution's name from the dropdown list.

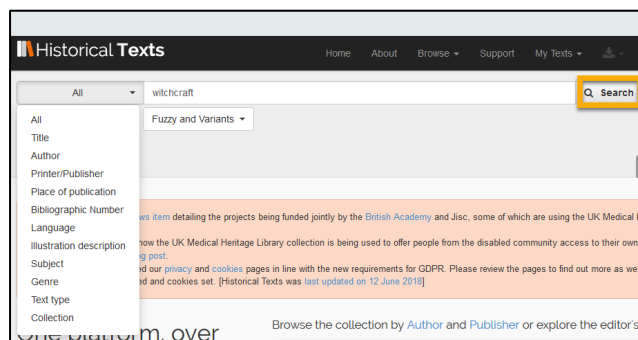


You will then be redirected to your institution's login page. Enter the login details you received from your library service.

You will be returned to the home page and can start to search for items.

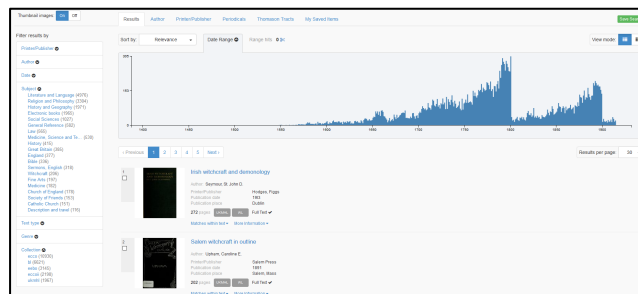
Searching

Enter your search term into the search box and select a field from the drop-down menu e.g. All, title, Author. Click the search button.



Results

Results are displayed as a list by default. Filters are shown down the left-hand side. Clicking on the title or thumbnail of an item opens it in the viewer. The date histogram can be hidden or used to narrow your search results by date.



Matches to your search within the text can be viewed from the results and it is possible to navigate directly to these pages in the viewer.



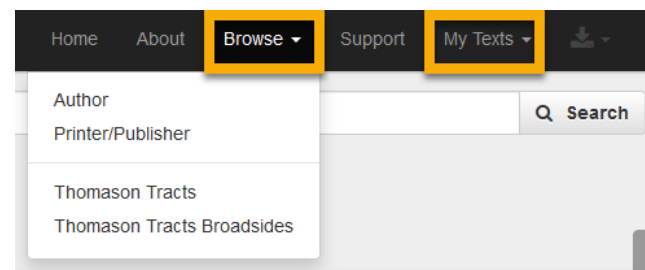
Advanced searching

The *advanced search* options can be accessed using the chevrons on the home page. This reveals multiple other search options.



Browsing

It is possible to browse the collection using the options from the tool bar at the top right of the home page.



Saving items and searches

It is possible to save your searches if you are logged in to Historical Texts.

Items selected from your search results can be also be added to folders in *My saved items* for future reference. These items can also be accessed through the *My Texts* tab on the tool bar.

