

# PUNCH

## Search Tips

There are several ways in which to search *Punch*. The 'Basic Search' provides broad search options either by searching every word in an article or searching by keyword. Although the results can be narrowed down by date, this gives a very general scope for the specified term.

The 'Advanced Search' allows the user to narrow down their search dramatically by applying more information, such as issue page numbers, volume page numbers, article title, author, issue and document number. The fuzzy search option also enables the user to find words similar to their search term, in case the spelling has changed over time. This also adds flexibility, as *Punch* had a habit of adapting words, such as 'Shakspeare' rather than 'Shakespeare'. Lastly, there is also the option of limiting the search by type: cartoon, photograph, special issue index or even by the preliminary content.

Lastly, there is the 'Browse by Date' option. This allows specific issues to be located. The only limiter is the date, no search terms can be used in this alternative.

### Basic Search

One thing to bear in mind when searching *Punch*, whether using Advanced or Basic search, is that it is a satirical magazine; article titles and cartoon captions may not be obvious indications as to the main theme of the piece (i.e. a 1940 cartoon focussing on the air raids *Coming Shortly or Adolf the Awful in his Amazing Aerial Act*, does not include the specific term 'air raid' in the caption), so more creative search terms may have to be implemented.



The screenshot shows the search interface for the Punch Historical Archive. At the top, there are navigation links: Home, Advanced Search, Browse by Date, and Resource Links. The main header features the word 'PUNCH' in a large, red, stylized font, with 'Historical Archive 1841-1992' underneath. A search bar is prominently displayed in the center. Below the search bar, there are two main sections: 'Search Settings' and 'Limit Results by Publication Date(s)'. The 'Search Settings' section has two radio buttons: 'Entire Document (every word)' (selected) and 'Keyword (article title and citation data)'. The 'Limit Results by Publication Date(s)' section has dropdown menus for 'All', 'Date', 'Month', and 'Year', with an 'And' section below it. A link for 'Advanced Search' is provided. At the bottom, there is a footer with the Gale logo and 'Gale Cengage Learning', along with links for 'Privacy Policy', 'Terms of Use', 'Copyright', and 'Contact Us'.

Here is how to perform a basic search of this collection from the home page:

1. Enter one or more words in the search box
2. Select a search option: Keyword or Entire Document (the default is Entire document)

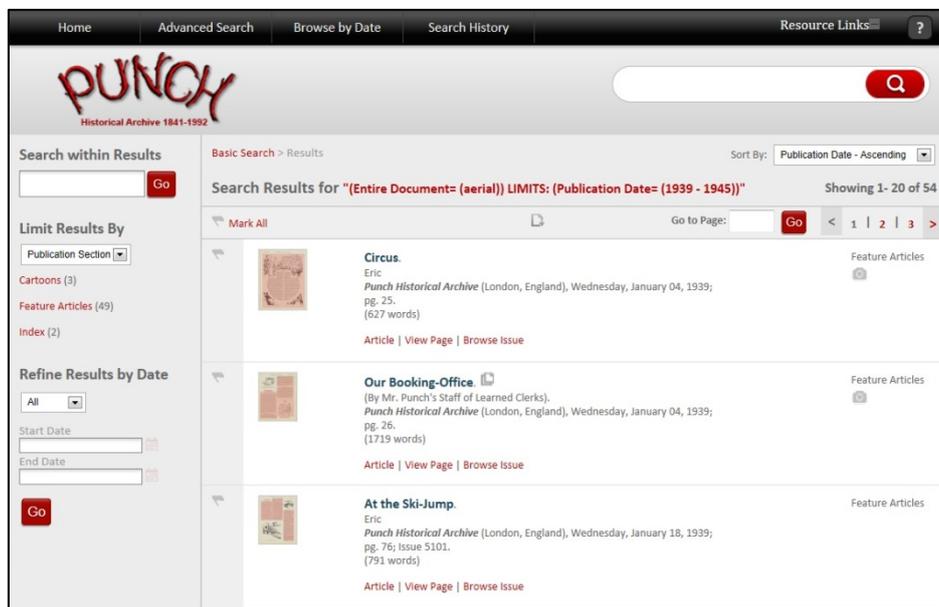


Optionally, the search can be limited by Year(s) of Publication



In this case our term is 'Aerial', for Aerial Attack, with the entire document option selected, as well as the publication date range specified to search only for articles between 1939 and 1945.

3. Click the search button



4. If your search is successful, the system will display the Search Results page with citations matching your search criteria. In the left-hand sidebar, you will be able to further refine your results.

Selecting the 'Cartoons' limiter on the left will display only cartoons or articles which include cartoons.



There will be the additional option to limit by cartoons again and this will display only cartoons on their own, not those that are part of an article.

**Search within Results**

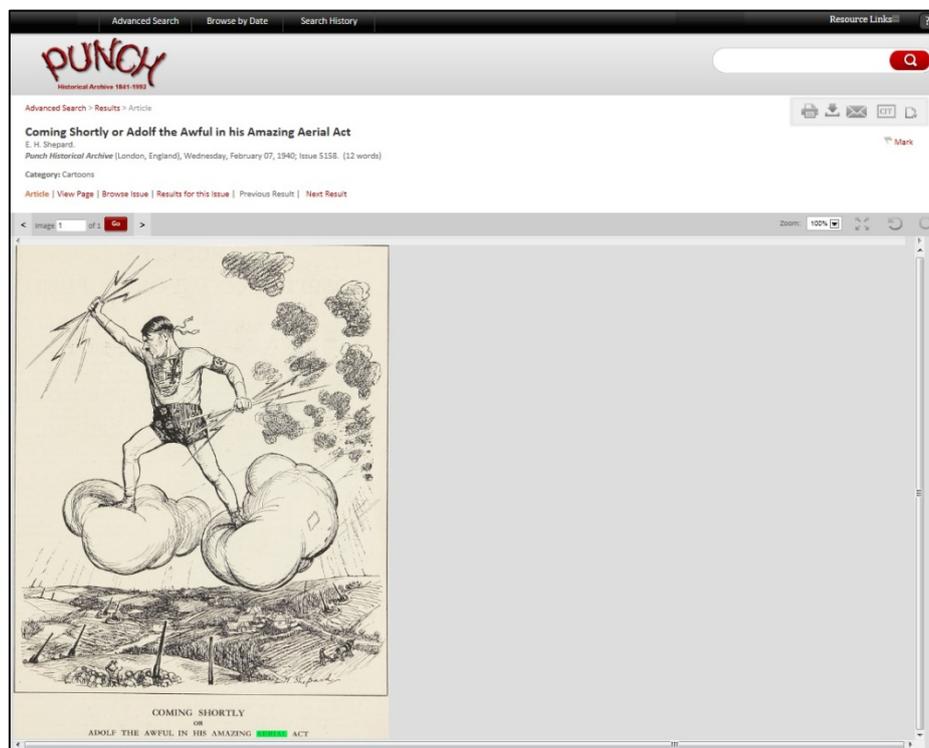
Remove limit by:  
[gs \(Cartoons\)](#)

**Limit Results By**

Article Type

[Cartoons \(3\)](#)

Once the results have been limited by cartoons the first time, the above mentioned air raid cartoon will be easily accessible.



From here users can search the article for terms, zoom in or out of the image, print, download, e-mail, create a citation or bookmark the article. The search term is also highlighted within the article.

Clicking on 'View Page' will allow users to see the article in the full context of the page and 'Browse Issue' means the entire issue can be browsed.

5. If the system cannot find results matching the search criterion, a message will be displayed prompting users to revise their search.



## Advanced Search

Home | Advanced Search | Browse by Date | Search History | Resource Links ?

**PUNCEY**  
Historical Archive 1841-1992

Fuzzy Search ?

in Entire Document Off

And in Entire Document Off

And in Entire Document Off

Add Row Clear Search

Limit Results by

- Feature Articles
- Almanacks
- Seasonal Numbers & Special Issues
- Prelims
- Illustrations
- Advertising
- Index

Limit Results by Publication Date(s)

All Date Month Year

And Date Month Year

Search

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The Advanced Search works similarly to the Basic Search, but it provides a lot more options and limiters in order to narrow down the search.

1. Just as in the Basic Search, users can enter one or more search terms in the search box. The difference here is that there are several search boxes, each with a Boolean to the left and limiting options to the right. The Booleans allow users to choose how their search terms are included in the search with 'And', 'Or', or 'Not'. The options to the right specify the way in which the search terms are used. 'Keyword' and 'Entire Document' are available as before, but there are now several more options to choose from.

Home | Advanced Search | Browse by Date | Search History | Resource Links ?

**PUNCEY**  
Historical Archive 1841-1992

Fuzzy Search ?

Ashes in Keyword Off

And in Entire Document Off

And in Entire Document Off

Add Row Clear Search

Limit Results by

- Feature Articles
- Almanacks
- Seasonal Numbers & Special Issues
- Prelims
- Illustrations 
  - Photographs
  - Cartoons
- Advertising
- Index

Limit Results by Publication Date(s)

All Date Month Year

And Date Month Year

Search

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Another feature of the Advanced Search is that the search results can be narrowed down by issue types. Using the search term 'Ashes' as a Keyword, select only 'Cartoons' from the categories on the bottom half of the page and click 'search'.

2. The results page itself is essentially identical to the last one in features, the only difference being the option of removing the category limiter, 'News', on the left hand side, just under the 'Search Within Results' box.

The screenshot shows the 'PUNCH Historical Archive 1841-1992' website. The navigation bar includes 'Home', 'Advanced Search', 'Browse by Date', 'Search History', and 'Resource Links'. A search bar is located at the top right. The main content area displays 'Search Results for "(Keyword= (Ashes)) LIMITS: ((Illustrated Types= (Cartoons)))"'. The results are sorted by 'Publication Date - Ascending' and show 'Showing 1- 20 of 57'. The first three results are:

- Great Twopenny Meeting at St. Paul's.** (From our own Correspondent, who was locked in). *Punch Historical Archive* (London, England), Saturday, February 20, 1847; pg. 83; Issue 293. (1221 words). [Article](#) | [View Page](#) | [Browse Issue](#)
- Comic Commercial Intelligence.** *Punch Historical Archive* (London, England), Saturday, January 16, 1858; pg. 29. (410 words). [Article](#) | [View Page](#) | [Browse Issue](#)
- 1815 and 1860.** *Punch Historical Archive* (London, England), Saturday, January 07, 1860; pg. 9. (512 words). [Article](#) | [View Page](#) | [Browse Issue](#)

On the left side, there is a 'Search within Results' box and a 'Limit Results By' section with a 'Publication Section' dropdown menu. The 'Refine Results by Date' section includes 'All', 'Start Date', and 'End Date' fields.

Selecting a result from the results list will open up the same page as previously demonstrated through Basic Search.

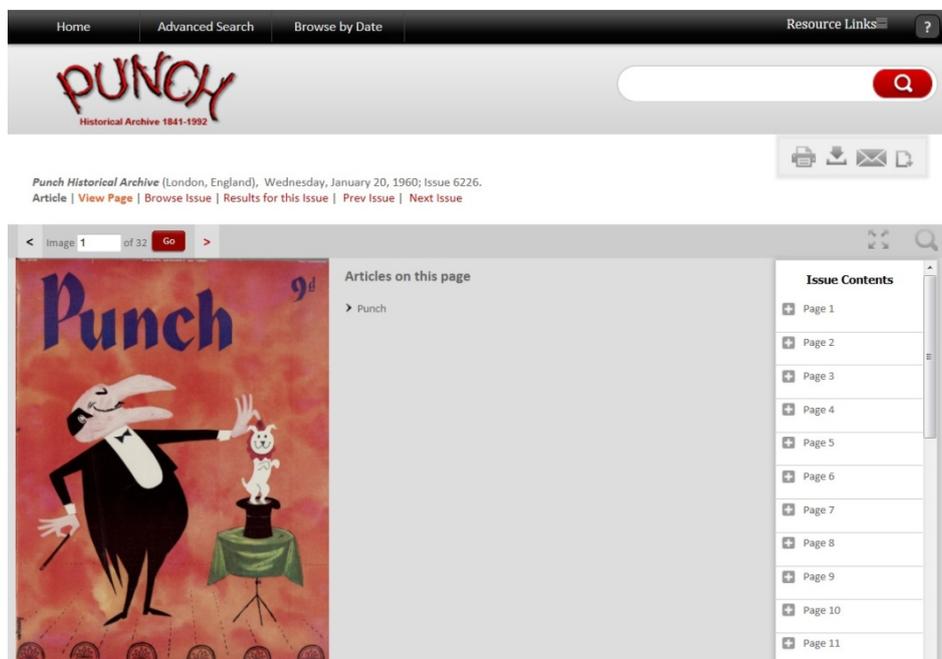


## Browse by Date



1. All the issues of *Punch* will appear as thumbnails and give the user an overview as they scroll through the page. Until 1954, it is the first page of every issue that is visible to the user, but from 1954 onwards, individual covers are gradually introduced. Not only the weekly issues can be found here, but the Preliminary content, located at the front of every six-month volume, the annual Almanacks, the Indexes located at the end of every six-month volume and any Special and Seasonal issues can all be discovered in Browse by Date.

The page will load and open the first year of publication by default, but the date can be adjusted in the search text box just above the thumbnails.



2. In this case, the issue from the 20<sup>th</sup> of January, 1960 has been selected. Clicking on the thumbnail



will open up a new page showing a larger image of the cover page, links to articles on the page just to the right and a list of pages. These expand to show all articles available on each page, with an additional thumbnail appearing if the user hovers over an article. Clicking on 'Browse Issue' will allow users to view the entire page and scroll through the issue.

By selecting an article, either from the displayed page or another in the issue, the user will be taken to Article View again, as in the previous two search options.

### Your Registered Account

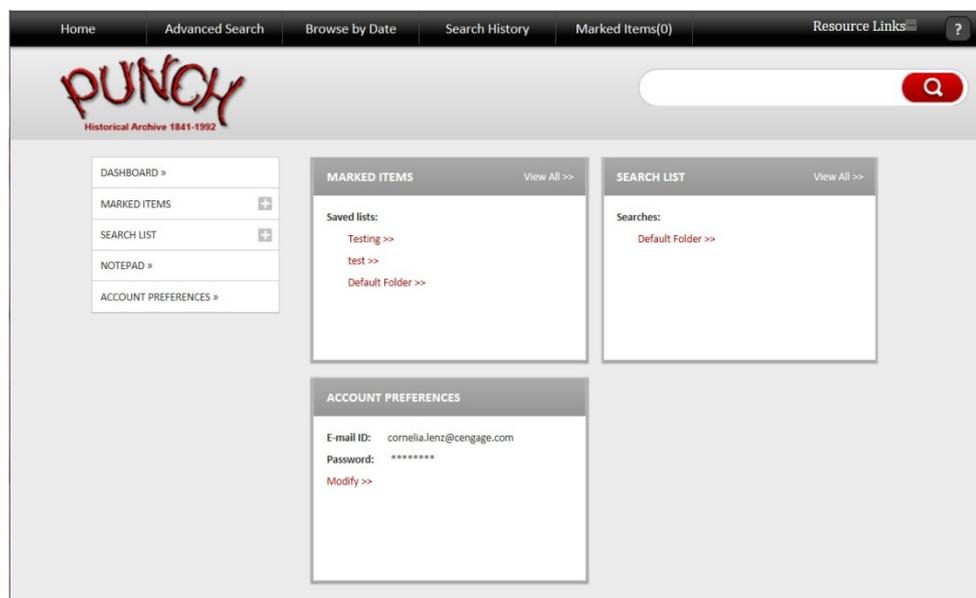
Not signed in? [LOG IN](#) | [Change Databases](#) | [Intl Web Demo](#) | [Return to Library](#) | [LOG OUT](#)

Registering for a Gale User Account is easy and free. Having an account allows users to access certain settings and saved items each time they log into this collection. To create or access an account, click on the Login link from the tool bar.

### Your Dashboard

The Dashboard allows users to view and manage their Gale User Account activity. In the main part of the screen, saved entries are displayed in each of the boxes listed below. Access the Dashboard by clicking on 'Go To My Account' under the username in the Welcome menu on the tool bar.

- Marked Items: allows users to create named folders to keep track of documents. To mark items, click the checkbox that appears near the article title. Access Marked Items via the top drop down menu from the toolbar
- Search Lists: users can save their search strategies. To access a saved search, navigate to 'Search History' via the Tools drop down menu from the toolbar
- Notepad: make notes and either print, download or save to access at a later point. In addition, users can access their 'Account Preferences' from the Dashboard



## Bookmarks

By using the Bookmark feature, users can revisit practically any page they choose after ending their current session. While viewing a page, simply click the Bookmark link at the top of the page and a separate window will open with a URL to the specific document, which can be pasted. An e-mailing option is also available, so Bookmark links can be sent directly to an e-mail account.

X

### Bookmark

**Copy the Bookmark URL and paste it into another document.**  
[http://find.galegroup.com/pnch/infomark.do?  
docType=LTO&docLevel=FASCIMILE&tabID=T004&callistoContentSet=PNCH&type=multipage&version=1.0&pageNumber=1&dp=19600120&contentSet=LTO&prodId=PNCH&pageIndex=1&fromPage=browseIssuePage&userGroupName=w ebdemo&docPage=browseissue&docId=ES2490053689&source=gale&navigation=true&fromBookMark=true&specialIssues=&slindex=Standard](http://find.galegroup.com/pnch/infomark.do?docType=LTO&docLevel=FASCIMILE&tabID=T004&callistoContentSet=PNCH&type=multipage&version=1.0&pageNumber=1&dp=19600120&contentSet=LTO&prodId=PNCH&pageIndex=1&fromPage=browseIssuePage&userGroupName=w ebdemo&docPage=browseissue&docId=ES2490053689&source=gale&navigation=true&fromBookMark=true&specialIssues=&slindex=Standard)

**Email the Bookmark URL to yourself or to others.**  
[Email the Bookmark URL](#)

If you require further assistance with the *Punch Historical Archive* please contact your librarian.

For more information visit <http://gale.cengage.co.uk/punch-historical-archive.aspx>

