Finding newspaper articles

using Lexis+ and Factiva

Contact details are located at the end of this guide.

Lexis+ (also known as LexisLibrary) is primarily a source of legal information but the **Newspapers** link provides access to an archive of UK national and regional newspapers, with coverage from the 1990s up to the present day.

Factiva provides access to news from over 10,000 sources, containing articles from international and British newspapers, including national and regional titles, broadsheets and tabloids.

You can use Lexis+ or Factiva to find full text up to date newspaper articles, with archives going back to the 1980s in some cases, though this varies from one title to another.

The text of articles is generally exactly as published in the print editions of the newspapers, but they are not in the format of the original newspaper layout and there are no pictures or photographs.

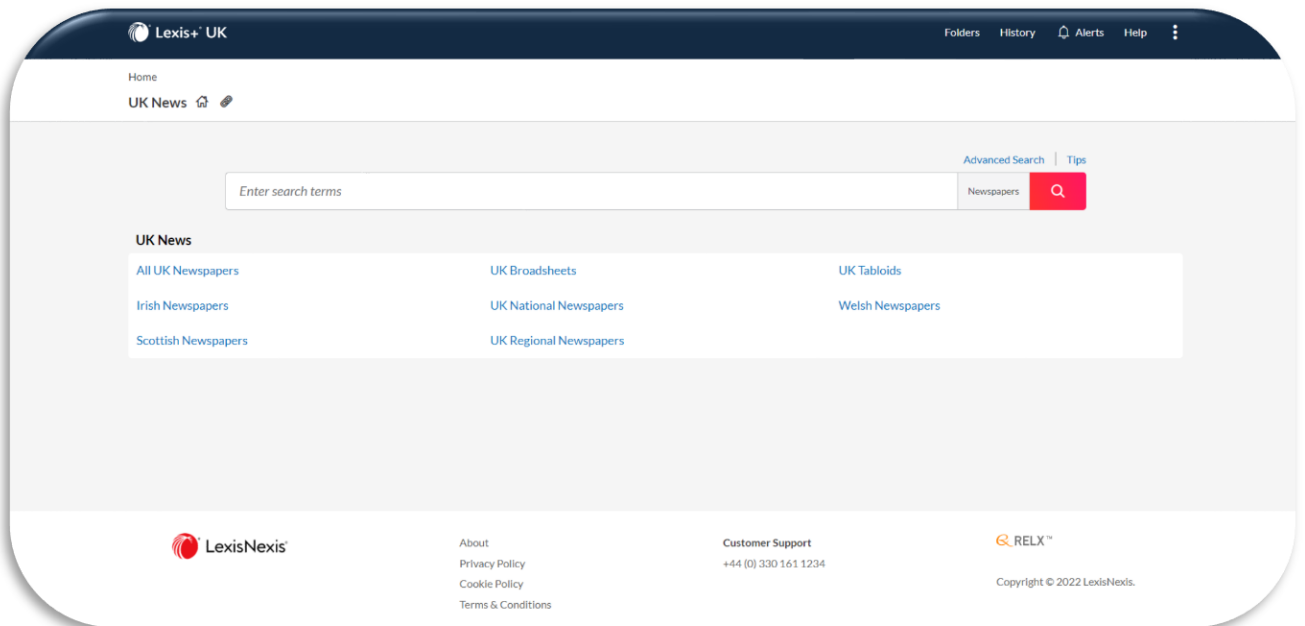Both databases are available on and off campus and are accessible from **Databases** web page in the **Electronic Library** at https://www.ljmu.ac.uk/microsites/library/resources/electronic-library

To use Factiva off-campus on your own device, log onto the LJMU Virtual Desktop. https://ljmu.libanswers.com/faq/257197
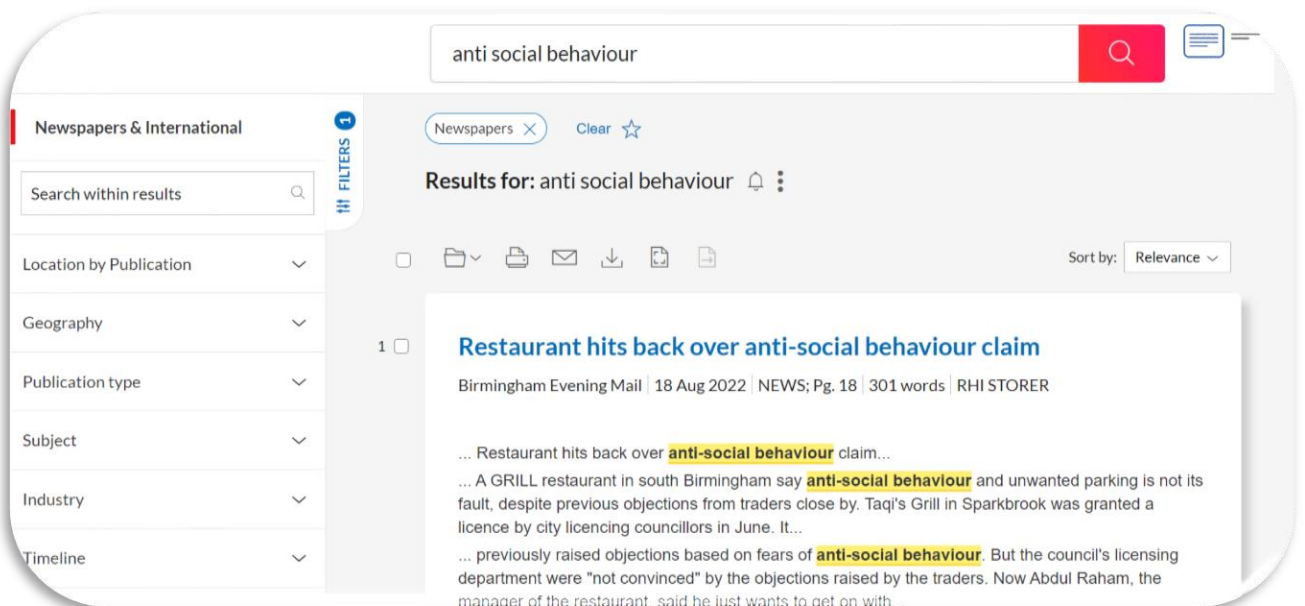
Lexis+

Searching UK newspapers
Below the long search box on the Lexis+ homepage, select **Content** and then **Newspapers**. Make sure you choose **Newspapers**, not News.

You can use the long search box on the newspapers page to search all UK national and local newspapers at once. The default setting is **Search all sources on this page**.

Once you have some results, you can use the options on the left to filter your results. You can also search within your results or apply a timeline option.

Alternatively, you may find it more helpful to choose a smaller category to search in for example, **UK tabloids**.

To choose specific titles, first select the appropriate category for example, **UK Broadsheets**, to see a list.

Choose **Select sources to search** and then tick as many as you want.

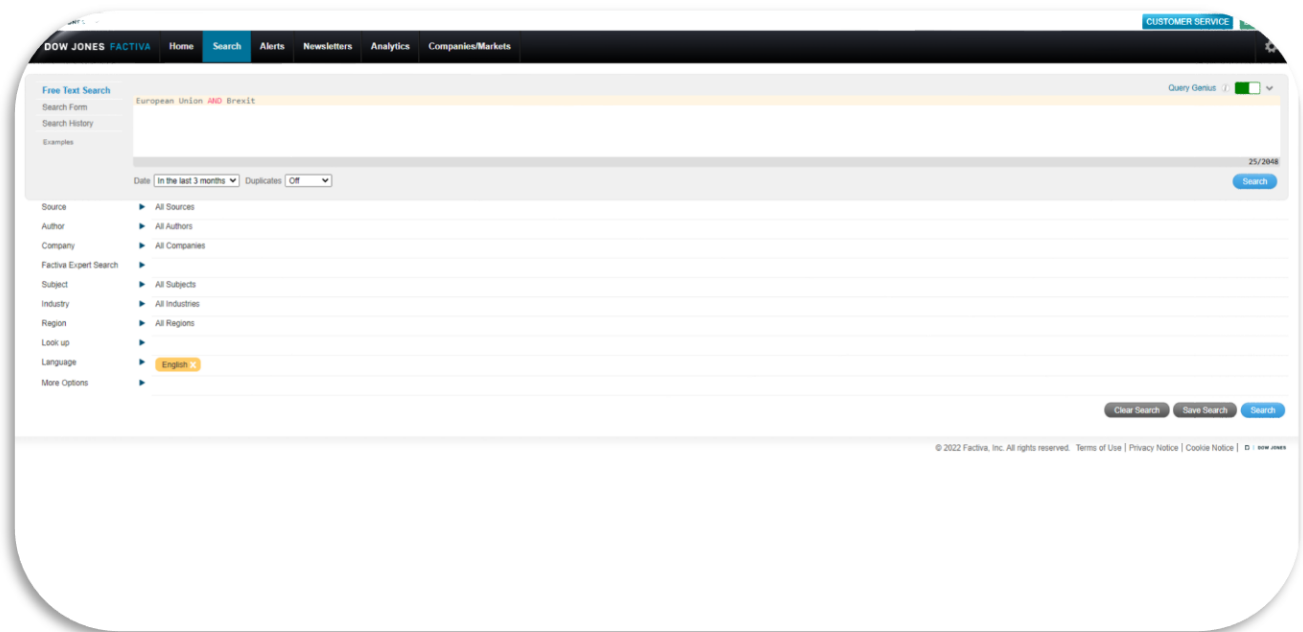Select the title of any article to read it. You can download it or print it from that page.

You can also download a batch of articles from the results screen by ticking them. When you select the download icon, choose which file format you want. You can also opt to have all your selected articles downloaded as a single file.

Factiva

Searching - Free Text Search

Note that Factiva defaults to a Free Text Search, this means when you enter your search terms in the Free Text Search box you **must** use the search operators **AND/OR** between search terms.

> For example, European Union **AND** Brexit

In addition, you can use the other search operator **NOT** which will exclude part of a topic or specific terms from a search.

> For example, Olympic Games **NOT** Winter, will retrieve articles containing the phrase Olympic Games but exclude any which also contain the word, Winter**.**

Note that two or more words together in the search box will automatically be treated as an **exact phrase.**

You can specify a particular date, range of dates, or all dates, from the **Date** drop down menu.
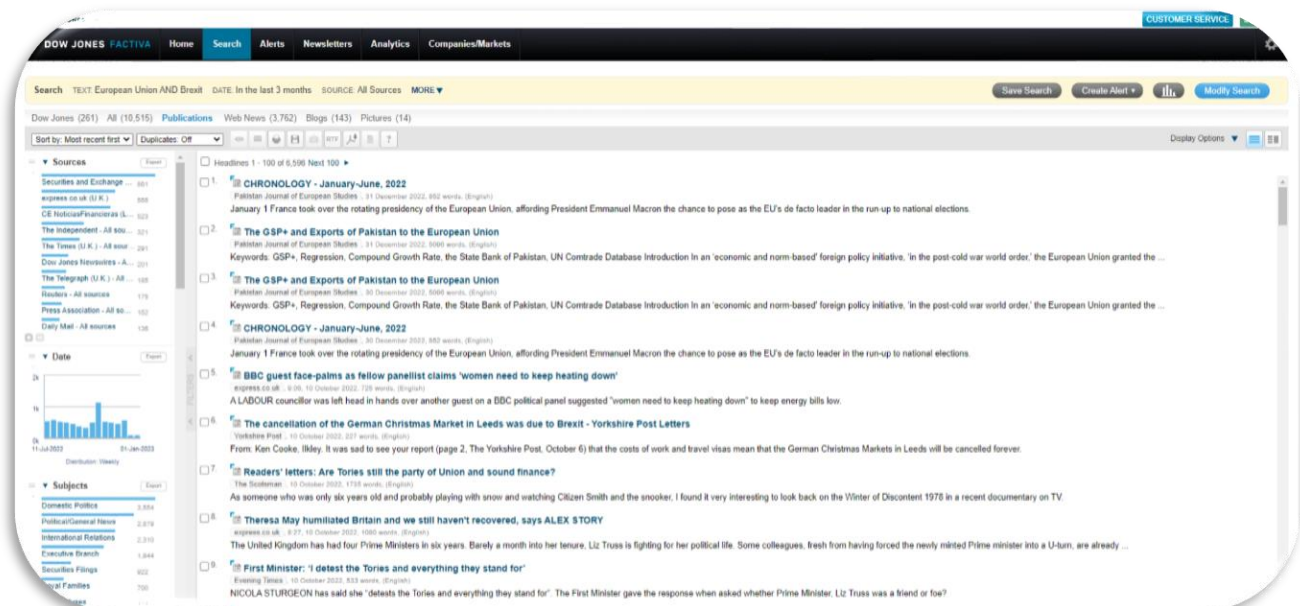
You can limit your search further by selecting the appropriate limit options from the drop-down menus available both on the free text and search form searches, for example, **source**, **author**, **region** or **language**.

To search in a specific newspaper, choose **Source** by selecting the small blue triangle (see above) and then type the name of the title into the search box. Scroll through the alphabetical list of matching titles until you get to the one you want. If you want to see more information about that source, select the small information icon ⓘ.

To see which newspapers are included in the database for a particular country choose **Region** by selecting the small blue triangle (see above) and then expand the list as appropriate by selecting the **+** sign next to the name of the region. Note that you can drill down further by selecting the **+** sign again.

As an alternative to the free text search, you could use the **Search Form** option which performs a keyword search.

Displaying Results

Your list of results will default to display with the **Most recent first,** but you can change the order of the results list to display by **Relevance** or **Oldest first** by selecting the appropriate option from the **Sort by** drop down menu which is located on the left-hand side of the page in the grey ribbon.

You can also limit your search further by selecting one of the options on the left hand of the screen, such as **date**, **source**, **subject**, **language**, **region**, **keyword**, **author**, **executive**, **company** or **industry**

The brief results display the headline of the article, details of the newspaper or other news source it is from, publication date and word count

To see the full text of the article, select the **headline**

Email/Print/Save
You can print/save/email individual articles by selecting the appropriate icon from the full record display. Alternatively, you can select the articles you want to print/save/email the selected articles in one batch.

To do this from the results list select the articles you want and then select the appropriate icon to print/save/email the articles.

Please note that **Article Format** will provide the full text of each article selected

Use the Rich Text Format option to save as a Word document or the Adobe download icon to save as a PDF.

Further Help
Further guidance is available using the **Help** button at the top of the screen.

Please contact us if you have questions, or to arrange an appointment.

Guide Updated: October 2023, by Michael Stores