




Specific Research for Individual Names researched within Crime and Punishment Archives – How to Guide!

British Newspaper Archive

A note on the use of help guides:

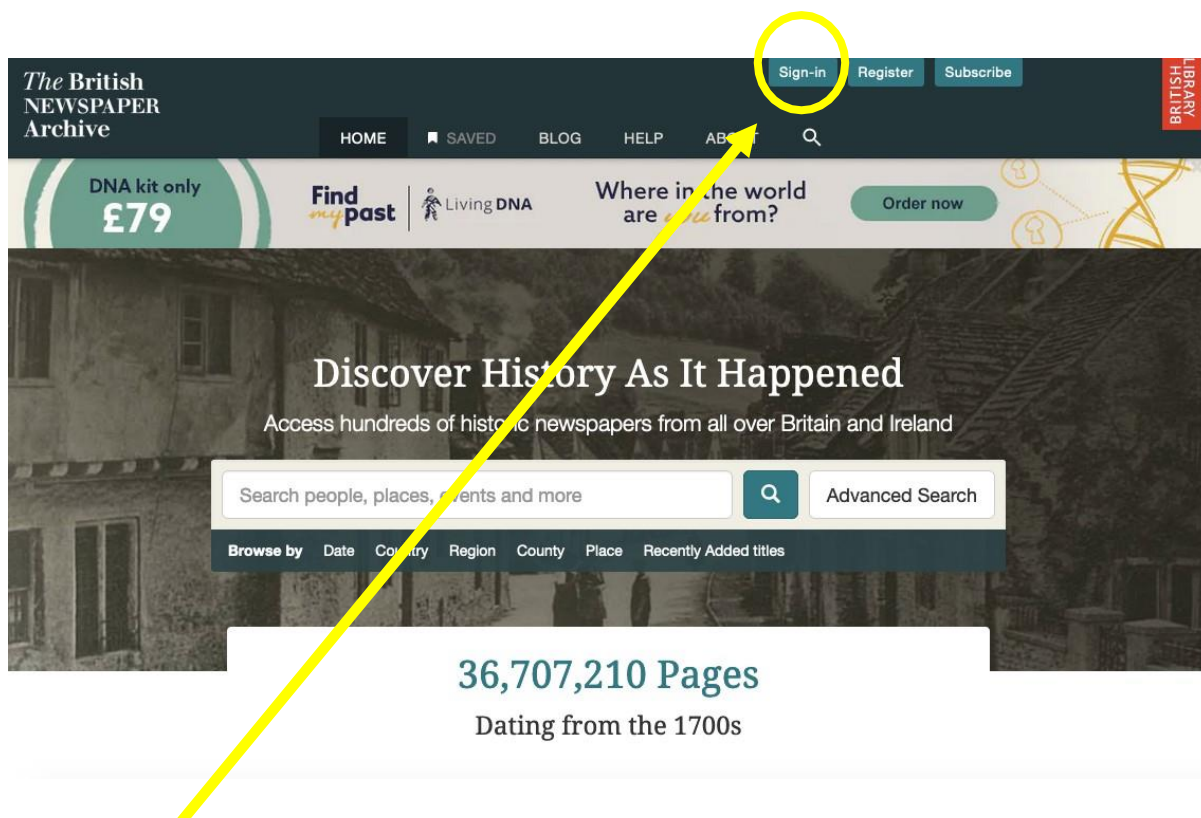
The help guides included in this toolkit are introductions to the one approach towards undertaking research within online criminal archives, the British Newspaper Archive, Find my Past, and Ancestry. The guides are in no way comprehensive of all approaches taken to research within these databases and are intended as a guide towards getting started.



Step 1: Select the individual you would like to research from your master list collated from research finds within local and national crime and punishment archive. For the purposes of this help guide, the fictitious case of John Smith, convicted in 1884 of gross indecency will be used to demonstrate the research process. As the case is fictitious, no results, (hopefully!) will be located.

Step 2: Decide how you want to record your research and finds. For specific individual names located from crime and punishment archives with a conviction of sex between men, we opted to utilize Microsoft Word to compile the information relating to a specific individual from the newspapers. This included both newspaper finds regarding their offence or generic ones about their lives. Once all biographies were completed, we then utilised Microsoft Onenote to store the compiled and confirmed biographies that had been looked over twice.

Step 3: Open the British Newspaper Archive (hereafter, BNA) and choose a subscription. If you are researching in Record Offices, confirm with the archivists that there is an available subscription for you to use.




Step 4: Sign in!

Step 5: Click 'Advanced Search' from the BNA Homepage

<https://www.britishnewspaperarchive.co.uk/search/advanced>

Step 6: Fill in the 'use exact phrase' option box with the name of the will search for exactly that name...



Advanced search

Search Terms

Search all words

Search some words

Exclude words

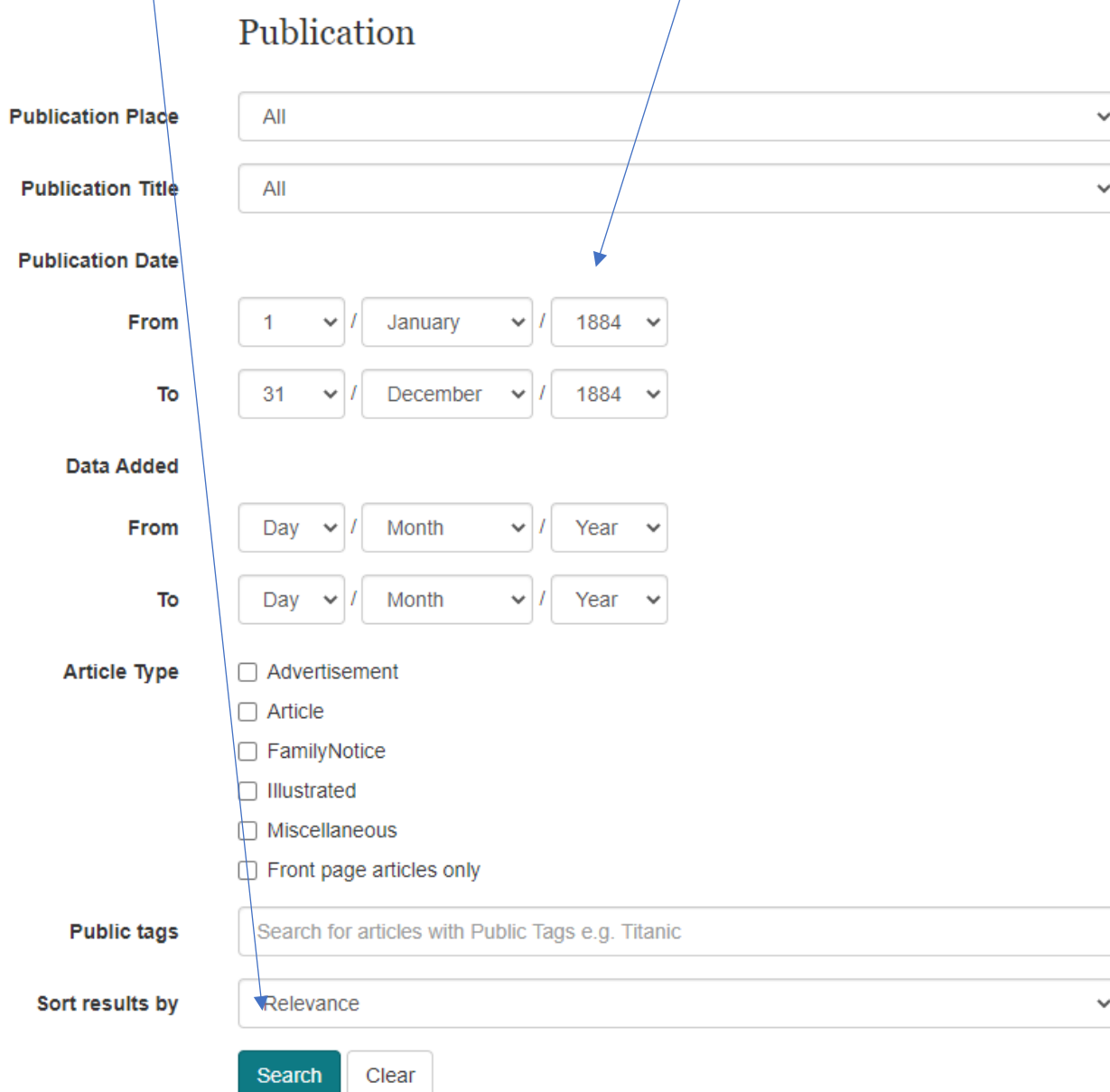
Use exact phrase

☐ Exact search (e.g. search for "fish" and not "fishing" or "fished")

Please note - the search system excludes common words and characters known as stop words. These include words such as, 'the', 'on', 'as' and 'how' as well as some single digits and letters.

Helpful Tip #1: The British Newspaper Archive uses Optical Character Resolution to scan the 100000s (probably even more!) of newspaper pages and titles for the exact term you've included... however, there are discrepancies

Step 7: Locating newspapers from the trial hearing: Scroll down the page to input the year the individual was charged, convicted or sentenced. Leave this open for the entire year and hit search!.



Publication

Publication Place All ▾

Publication Title All ▾

Publication Date

From 1 ▾ / January ▾ / 1884 ▾

To 31 ▾ / December ▾ / 1884 ▾

Data Added

From Day ▾ / Month ▾ / Year ▾

To Day ▾ / Month ▾ / Year ▾

Article Type

- ☐ Advertisement
- ☐ Article
- ☐ FamilyNotice
- ☐ Illustrated
- ☐ Miscellaneous
- ☐ Front page articles only

Public tags Search for articles with Public Tags e.g. Titanic

Sort results by Relevance ▾

Search **Clear**

Step 8: the results page of your search will load. Should there be many returns, for example in the case of a

common name, use the 'Refine Search option'

Oh No... if there's no results found for a name you've researched, head back to advanced search section and choose 'search all words' / 'search some words' and so on to see whether you can locate them. If not, record that it was a 'nil return'.

The screenshot displays a search interface with the following components:

- Your Search Filters:** A section on the left showing a date filter for "1st Jan 1884 - 31st Dec 1884" and a "Clear All" button.
- Refine Search:** A sidebar on the left with expandable categories: DATE, NEWSPAPER, COUNTRIES, REGIONS, COUNTIES, PLACE, RECENTLY ADDED, TYPE, and PUBLIC TAGS.
- Search Bar:** A top search bar containing the text "john smith" and a search button.
- Search Options:** Below the search bar, there are checkboxes for "Keep filters" (checked) and "Exact search" (unchecked), and a dropdown menu for "Order by" set to "Relevance".
- Your results for: "john smith":** A section on the right showing two search results. The first result is titled "DEATH OF MR JOHN SMITH, ADVOCATE. The announcement of the death of Mr John Smith, President of the Society of" and includes details about the publication date (Wednesday 07 May 1884), newspaper (Aberdeen Free Press), and county (Aberdeenshire, Scotland). The second result is titled "MARRIAGES AND DEATHS. MARRIAGES. Lancasterââ On the 18th inst., at Christ Church, by the Rev. M. Ker-Cooper, .." and includes details about the publication date (Saturday 25 October 1884), newspaper (Lancaster Gazette), and county (Lancashire, England).

Options provided to refine search, the two most important for us was 'date' and 'counties'

Results for exact search with ""

Step 8a: if you get a large amount of returns for your search, refine your criteria using the options on the left hand side, the best two to start with are...

1. Date: should you know the specific month of the trial, you can limit the research returns based on month
2. Counties: if you are searching for specific finds within a county, for example, you are researching prosecutions in the County of Berkshire.

Refine Search	
▼ DATE	
1884	×
January	1,042
February	928
March	909
April	962
May	1,129
June	866
July	981
August	945
September	930
October	906
November	1,049
December	1,018

Hit 'more counties' for the list of counties to choose from!

July 981

August 945

September 930

October 906

November 1,049

December 1,018

▶ NEWSPAPER

▶ COUNTRIES

▶ REGIONS

▼ COUNTIES

Yorkshire, England 1,833

Aberdeenshire, Scotland 833

Lancashire, England 765

London, England 685

Angus, Scotland 511

More Counties

▶ PLACE

▶ RECENTLY ADDED

▶ TYPE

▶ PUBLIC TAGS

MARRIAGES AND DEATHS. MARRIAGES. Lan

Filter by Counties

You can filter your county results using the various options below

Filter Filter

All A B C D E F G H I J K L M N

O P Q R S T U V W X Y Z

Sort Alphabetically

Aberdeenshire, Scotland (833)

Angus, Scotland (511)

Antigua, Antigua (1)

Antrim, Northern Ireland (154)

Armagh, Northern Ireland (18)

Ayrshire, Scotland (94)

Banffshire, Scotland (98)

Bedfordshire, England (48)

Berkshire, England (101)

Brecknockshire, Wales (25)

Step 9: Once you've located a corresponding newspaper return, click on the title of the newspaper.

February 928

March 909

April 962

May 1,129

June 866

July 981

August 945

September 930

October 906

November 1,049

December 1,018

▼ NEWSPAPER

Yorkshire Post and Leeds Intelligencer 315

Dundee Courier 252

Aberdeen Press and Journal 249

York Herald 249

Derby Daily Telegraph 230

More Newspapers

▼ COUNTRIES

Mr John Smith, President of the Society of ...
... DEATH OF MR **JOHN SMITH**, ADVOCATE. The announcement of the death of Mr **John Smith**, President of the Society of Advocates in Aberdeen, which took place in Paris, at a late hour on Monday night, though not wholly unexpected, from the nature of the tidings ...

Published: Wednesday 07 May 1884
Newspaper: [Aberdeen Free Press](#)
County: Aberdeenshire, Scotland
Type: Article | Words: 2917 | Page: 4 | Tags: none

MARRIAGES AND DEATHS. MARRIAGES. Lancasterâ€¦â€¦ On the 18th inst., at Christ Church, by the Rev. M. Ker-Cooper, ..

... MARRIAGES AND DEATHS. MARRIAGES. Lancasterâ€¦â€¦ On the 18th inst., at Christ Church, by the Rev. M. Ker-Cooper, Mr. **John Smith**, Alfred- street, to Miss Sarah Jane S warbrick, Bond-street. Lancaster â€¦â€¦ On the 18th inst., at St. Peter's Roman Catholic Church ...

Published: Saturday 25 October 1884
Newspaper: [Lancaster Gazette](#)
County: Lancashire, England
Type: Article | Words: 454 | Page: 5 | Tags: none

JOHN SMITH

... **JOHN SMITH**. What Hr. is Accordikc to Valors Authorities. * **John Smith** is visiting relatives in New York. — Urbana (Ill) Gazette. **John Smith** slaughtered another beef —Aurora (Ill.) News. **John Smith**, of Ligonier, was in town last Sstur day.—Albion (Ind.) ...

Published: Saturday 17 May 1884
Newspaper: [Dewsbury Reporter](#)
County: Yorkshire, England
Type: Article | Words: 1190 | Page: 9 | Tags: none

CAPTAIN JOHN SMITH*

<https://www.britishnewspaperarchive.co.uk/search/results/1884-12-01/1884-12-31>

Step 10: The newspaper return will open with functional options of zoom, view options (Fullscreen mode), highlighting the exact term



Do you have a comment about this article?

It may help others with their research. Or perhaps you have an interesting story relating to this page that you would like to share.

you've searched within blue and includes a transcription of the newspaper report using the OCR. This means that often there can be inconsistencies between the transcription and the actual report, so our advice would be to ensure you've checked the picture.

Step 11: Transcribe the information in the newspaper report, including noting the title of the paper, date and page number. Include this in the Onenote Biography file for the individual (for more instructions please see the general help sheet attached to the toolkit), including the URL link to the paper:

Helpful Tip #2: code your newspapers finds with the initial of the individual and the number, if you find multiple individuals with initials JS, use first letter of last name to decipher:
#JAS1

Newspaper find #JS1

JOHN SMITH.

WHAT HE IS DOING ACCORDING TO VARIOUS AUTHORITIES.

John Smith is visiting relatives in New York. - Urbana (Ill.) Gazette.

John Smith slaughtered another beer yesterday. - Aurora (Ill.) News.

John Smith, of Ligonier, was in town last Saturday. - Albion (Ind.) Democrat.

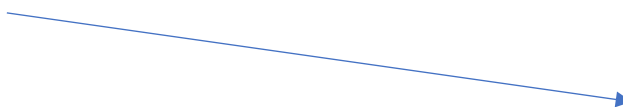
John Smith was quartered at the hotel last Sunday. - Kankakee (Ill.) Gazette.

Saturday 17th May 1884, Dewsbury Reporter, page 9

<https://www.britishnewspaperarchive.co.uk/viewer/bl/0001541/18840517/167/0009>

Step 12: Return back to your search returns and continue to scroll through returns found for the individual. Repeat steps 9 to 11 conclusively until all the newspapers returned have been read through.

Helpful Tip #3: use the adjustable search options to vary your search returns and support finding those records!



▼ DATE	
1884	✕
January	1,042
February	928
March	909
April	962
May	1,129
June	866
July	981
August	945
September	930
October	906
November	1,049
December	1,018
▼ NEWSPAPER	
Yorkshire Post and Leeds Intelligencer	315
Dundee Courier	252
Aberdeen Press and Journal	249
York Herald	249
Derby Daily Telegraph	230
📖 More Newspapers	
▼ COUNTRIES	
England	8,038
Ireland	569
Scotland	2,688
Wales	328
▼ REGIONS	
Yorkshire and the Humber, England	1,833
East Midlands, England	1,228

Step 13: Head back to the original search we did for the individual, and let's remove the date constraints. The reason for this is to locate returns within the newspaper that may be in reference to the individual we are researching, throughout their life.

Use exact phrase

john smith

☐ Exact search (e.g. search for "fish" and not "fishing" or "fished")

Please note - the search system excludes common words and characters known as stop words. These include words such as, 'the', 'on', 'as' and 'how' as well as some single digits and letters.

Search

Clear

Publication

Publication Place

All

Publication Title

All

Publication Date

From

Day

Month

Year

To

Day

Month

Year

Data Added

Helpful Tip #4: Given the variance in names, some names may find many returns, adapting the search criteria may help.

BROKEN FUTURES

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