

The News Reporter Digital Edition FAQs

The online E-edition of the print replica of *The News Reporter* is accessible by desktop, laptop, desktop, tablet or smartphone. Read the entire paper plus special sections, 954 and Flourish magazines and more.

Beginning June 9, 2020, we will offer an enhanced digital edition that is organized in the same page-by-page format you're familiar with in print. You can customize your reading experience, extract, download and share articles, plus have access to added content such as photo galleries and video supporting featured content. Enjoy looking around the new digital edition as a free trial until June 23, 2020. After the trial is over, only digital only and all-access subscribers will have full access to digital E-edition.

You can access our traditional digital E-edition of the paper prior to 2020 in PDF format at <https://nrcolumbus.com/News/digital-edition/> and enjoy the enhanced digital archive and search features beginning January 2020 at <https://nrcolumbus-nc.newsmemory.com/landing.php>.

What is the new digital edition replica of The News Reporter?

The digital E-edition allows you to read the printed newspaper, with the same designed pages and layout and even some extra features, from any device.

How do I use it?

When you click the link to the digital E-edition, you'll be taken to the front page of The News Reporter. From there, you can explore and enjoy the digital replica of the printed News Reporter.

- **Click on a story to read it in full:** The text for the full story will show in a pop-up window on the right in desktop view or will be extracted for you to read in tablet and mobile view. You will not need to jump to a new page to finish the story.
- **Flip through pages:** On a desktop browser, click on the arrow icons to the right and left of the pages. On a mobile device, swipe either way.

- **Jump to specific sections:** Click the Index Icon to see a menu of sections. On a mobile device, click on the Index in the center of the toolbar at the bottom of the page.
- **More Options:** There are more options for zooming, downloading, enlarging text, language selection, and more to enjoy reading The News Reporter online.

Why am I being asked to login?

From June 9, 2020 to June 23, 2020 everyone has a free trial of the new digital E-edition of The News Reporter. After the trial expires, digital and all-access subscribers will continue to have access to the digital E-edition. If you are clicking directly from your reminder e-mail that the digital edition is ready for viewing, you will not have to login.

Within the next couple of weeks, you can access the digital edition replica from The News Reporter app. You will need to log into your account for access.

For any login issues or questions, please continue to read the FAQ section below or call The News Reporter at 190-642-4104 ext. 260.

Why the update?

Technology allows us to add to and update the digital edition user experience. We want to make sure you are able to access news the way you want it, any time you want it in an easy to use format.

How to access the new update?

You don't need to do anything. If you receive the daily morning e-mails each Tuesday and Friday, you will be automatically access the new digital edition. If you have the older URLs bookmarked, they will redirect you to the new digital edition as well, but you may wish to update your bookmark.

What web browsers are supported?

- **Desktop**
Internet Explorer: 9+ on Microsoft 7 or greater?
Internet Explorer Edge: Any
- Mac OS9+
Chrome: Any
Firefox: Any
Safari: 9+
*Note: The E-edition might work on older browsers/OS, but we cannot offering Technical Support for it.
- **iOS App**
supports only 9.0+
- **Google Play:**
 - Requires iOS 9.0 or later. Compatible with iPhone, iPad, and iPod touch
 - Android OS Version: 4.4.0+ (API 19+).
- **Amazon:**
 - Kindle Fire: 2013 HDX models, 2014 and newer (none from 2012 or 2013 except 2013 HDX Models).
- Private or “incognito” browsing modes are not officially supported.

Where is my table of contents/section tabs? How do I jump to a section?

Open the "Index" in the reader toolbar and tap/click on any of the names to jump to the front page of that section.

How do I zoom and scroll the news page?

On a desktop or tablet, you can extract and magnify a story by clicking on the story and it will appear in the content block on the right. Scroll down the page with your mouse to access the full story. You can customize your viewing preferences in the black toolbar area.

On a tablet or smartphone, tap the story you would like to read on the digital replica page, and the story will be extracted for you to read. The navigation toolbar at the bottom of the page allows you to go back to the digital replica, scroll between stories, pages and sections and the ability to share the story, or download the PDF.

How do I bring up the story view?

- A double tap/click will zoom in and out on a page.
- A single tap/click on story text will open the story view.

How do I print out my story?

Single-click on the article to open it in a printable window view and then select the "print" icon on the toolbar at the top of the page.

How do I print, email or download articles from Browse Mode?

Select the Page Number then the Share icon in the top left or right corner of the displayed page, you can print, email or download a portion of the page to anyone you choose.

How do I view advertisements in the digital E-Edition?

You can click on and extract advertisements just like you extract and read a story. If the advertisement contains an email address or website address, you can click on the hyperlink and connect directly with the advertiser. Also, the digital edition hosts a Marketplace found in the dropdown where you can view all ads and search for ads.

How do I turn to the next page?

On any device, you can click the grey tabs with white arrows. They are on the left and right side of the window. You can also swipe left and right on a touchscreen or using your mouse.

How do I download the edition or a page as a PDF?

The Pages mode on the toolbars allows you to download the entire edition or only selected pages as a PDF. Click to download the complete edition or select

How do I download the edition or a page as a PDF? (Cont.)

the pages you would like to download and click to download. The time to download and size of the PDF will vary with edition size and number of pages.

How can I read the paper without Internet connection?

Click "Download" and save the entire paper as a PDF.

Can I swipe between articles?

Yes. Once in the article level view, you can swipe to see the previous and next articles, respectively (or by clicking the prev/next buttons). Also, if you're reading on a widescreen monitor, you can also choose from a list of stories in that section in the right-side panel.

Can I share stories?

Yes. Select the "Share" button on the page's top and can share by e-mail, Facebook, and Twitter.

How do I turn on Text to Voice?

Click to open an article in story view. Select the "Read aloud" speaker icon in the top toolbar, then follow the onscreen instructions.

Can I change the font size?

On the article view, you can increase or decrease font size using the font size icons, or on tablets and phones you can pinch/zoom to resize.

How do I get back to The News Reporter website, NRcolumbus.com?

Click on *The News Reporter* located in the header at the top of the desktop and mobile view, and you will be taken back to the homepage of NRcolumbus.com.

How do I view older dates?

Older editions can be viewed by pressing the Editions icon along the right hand side of the screen, then select a date from the displayed editions. They also may be accessed using the Search Archive icon. Editions, special sections and magazines published before 2020 are available in our older PDF format at <https://nrcolumbus.com/publications/>.

How do I log out of the E-Edition?

You can log out by clicking on the Options icon then clicking the Account tab to see the Logout button. (Log in/out may not be required.)

How do I change my password for the e-Edition?

Clicking on the Options icon then clicking the Account tab will allow you to change your password or manage your account. *This will change your password for all digital access sites.* (Passwords may not be required.)

What other options are available?

Besides password/account information, the Options icon provides access to additional features and contact information.

What do all the buttons in the toolbar do?

<u>ICON</u>	<u>DESCRIPTION</u>
Browse	Click the Browse icon for a graphical view of the pages. Use the left and right arrows to browse through the pages. Click the Browse icon a second time to zoom in on a page.
Pages	From the Pages Mode you can see small images of all pages in the edition you are viewing.
Index	The Index Mode is default view of the e-Edition. It allows several options for formatting content for reading, printing or sharing.
Editions	Press the Editions icon along the right hand side of the screen, then select a date from the displayed editions.
Search Archive	Press the Search Archive button along the right side of the screen and insert the word or text to search and click on the Search button.
Help	The Help Icon is where to access information about options and functions to help you navigate and customize the digital edition to you specific needs.

ICON**DESCRIPTION**

2019 & Older Archive When you click this red star, you will be taken to the Publications page on NRcolumbus.com to an archive of digital editions and special sections published in 2019 and early. You will be able to access both the 2019 and older content and 2020 and beyond content from this landing page.