



## Assignment 10, Unit 5-5

### Searching the Indian Affairs Annual Reports Online Databases

In this assignment, you will learn how to access Library and Archives Canada's (LAC) online database and search Indian Affairs Annual Reports.

### Instructions

1. To begin the assignment, print the instructions on pages 1 and 2 of this assignment.
2. Open your web browser and use Google as your search engine.
3. In the Google search window, type "Library and Archives Canada." When the results appear, click the first item with that title.
4. At the top left of the home page, click on the tab titled "Discover the Collection."
5. In the drop down menu that appears, under "Browse by Type," click on the link to "Databases."
6. On the Database page, scroll down and pick "Indian Affairs Annual Reports, 1864-1990."
7. Read the homepage for a brief introduction to the collection and the history section. You are now ready to search the database.
8. Select "Search: Database" from the menu on the left side of your screen.
9. Enter "High Bar" in the search bar.



10. On the results page you should see a chronological list of all the annual reports containing the words “High Bar.”
11. Find the report numbered 2050 and titled “Dominion of Canada. Annual Report of the Department of Indian Affairs for the Year Ended 31<sup>st</sup> December 1881.” It should be on page 2 of the High Bar results. Click to open the report.
12. On the next page, you should see a link that says “View the transcription of the entire report for 1881 (PDF).” Click on this link.
13. Now we’re going to search for references to High Bar in this text. If you are using a PC (a computer that runs Windows), press the Control key and the F key. If you are using a Mac (a computer that runs iOS or Apple software), press the Command key and the F key. A text box should pop up. In that box, type “High Bar.” The computer should automatically highlight all references to High Bar in the document. Read through them.

When you have completed this assignment, remember to save your work, close the assignment and return to Unit 5-5 of the course.