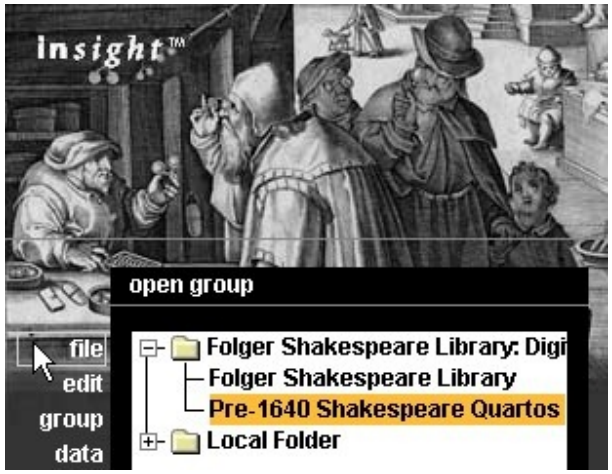
How to Access Digitized Pre-1640 Shakespeare Quartos from the Folger Collection:



1. Launch **Insight**. Enter user name "Guest" and password "Guest".
2. Select **Folger Shakespeare Library – Guest.**
3. Choose **file > open group** from the Group Window toolbar on the left.
4. Double-click the folder called **Folger Shakespeare Library.**
5. Double-click the folder called **Pre-1640 Shakespeare Quartos.** You are in!
6. Looking for a specific Quarto? For best results, search by **Folger Shelfmark: search > by data fields > Shelfmark (PDI)**.
7. Want to sort by Date, Title, Shelfmark, etc.? Choose **group > sort by.** For best results, sort by a **(PDI)** field.

Insight Multi-Page Software Overview:

Shakespeare Quartos can be easily identified at a glance from the thumbnail, which includes a **"Multi-Page Document"** icon: .

After double-clicking on an icon in the Group Window, the Multi-Page Remote tool and the Image Workspace tools appear in the Image Workspace, as well as an image of your selected document or book. A thumbnail list of all pages in the selected quarto can be activated using the "Binoculars" icon. Turn this page over to learn more about these tools for navigating Quartos.

Group Window

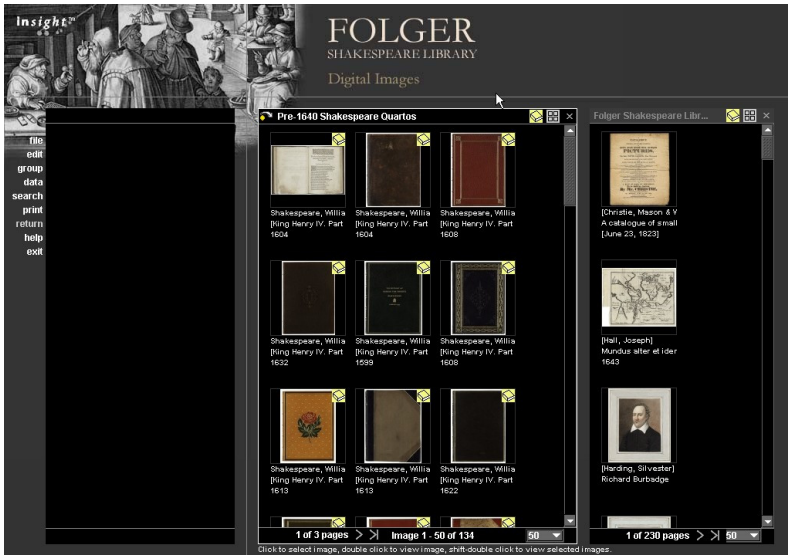
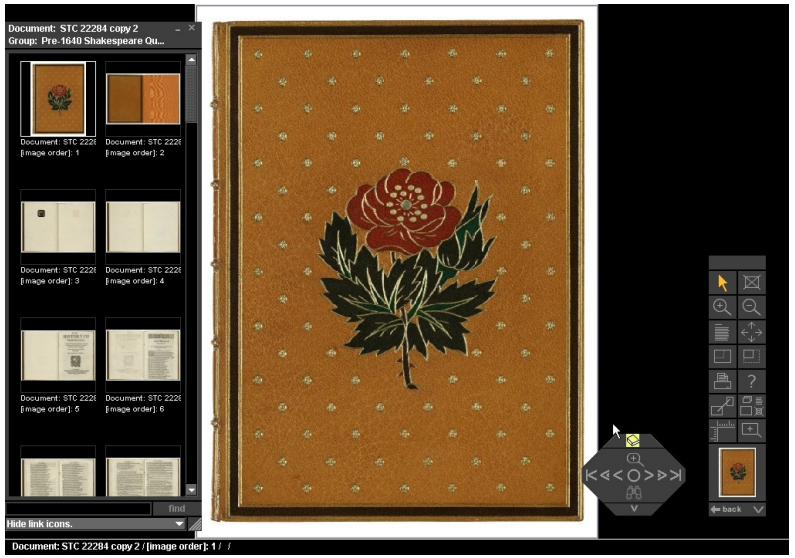
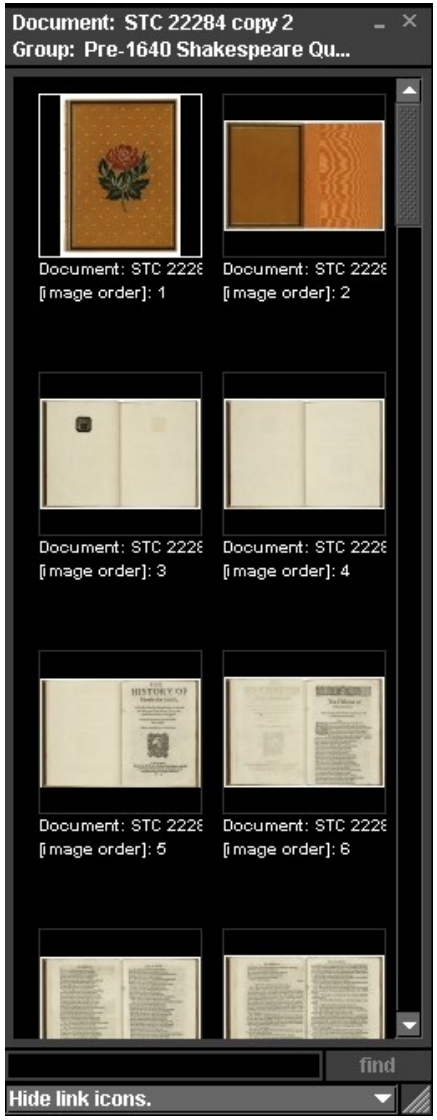


Image Workspace



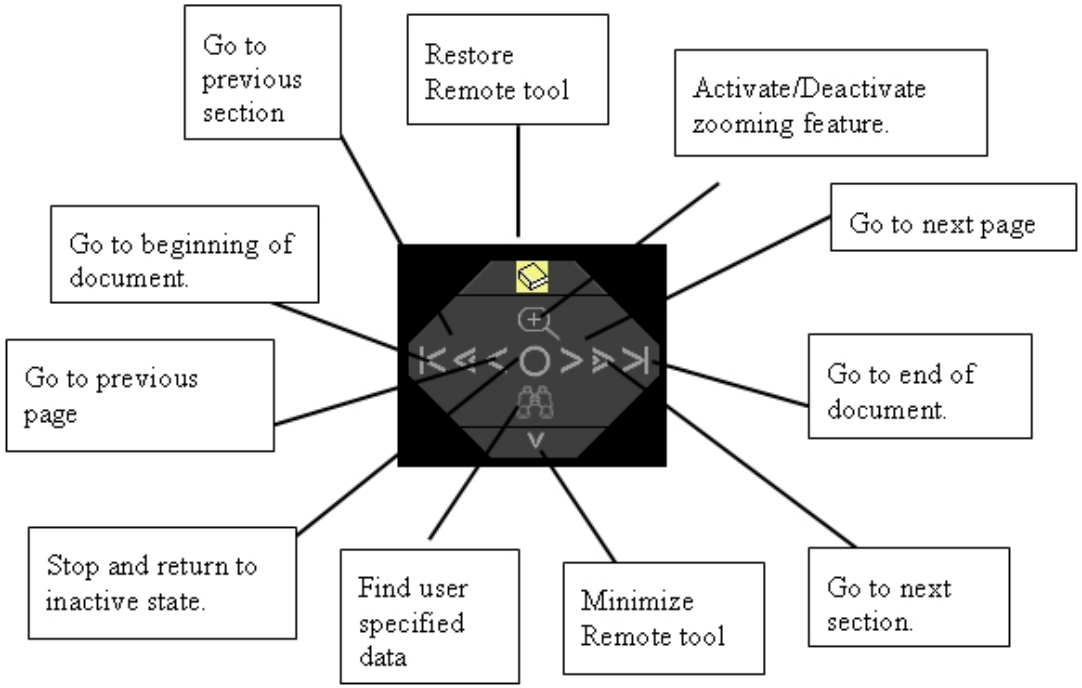
Tools For Navigating Quartos:

Multi-Page Thumbnail List



Activated using the Binocular icon:

Multi-Page Remote Tool



Note:

Access to Multi-page Pre-1640 Shakespeare Quartos is currently available only through software you must install on your computer.

The following URL for **LUNA** provides access to images of single Quarto pages, along with all other Luna Insight images: **http://luna.folger.edu**

Questions? Email us at InsightHelp@Folger.edu.