# The Seattle Times



seattletimes.com

### The Seattle Times Intranet

- Communications
- Planning/organization
- Guides and toolkits
- Database lookups
- Quick files

#### How it's built

- Adobe ColdFusion
- Basic text editor
- CSS
- Microsoft Access and SQL
- Collaboration between IT and library

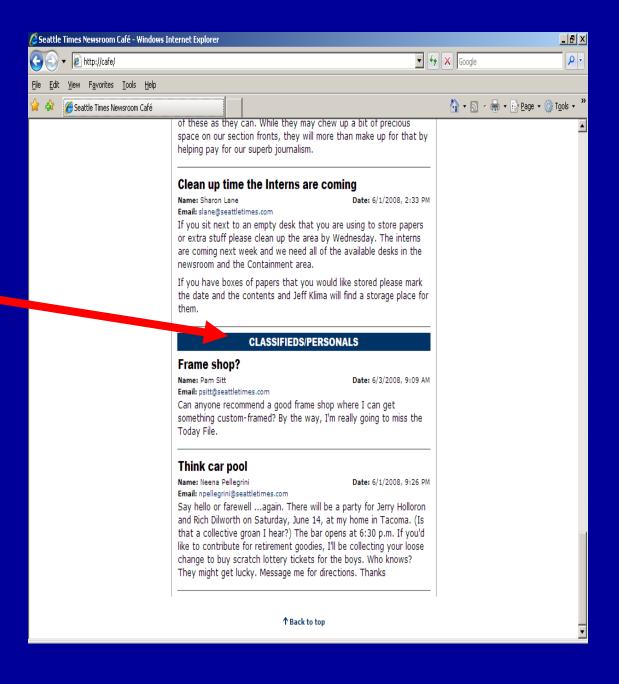
The focus
 of the
 home
 page: a
 staff
 bulletin
 board



Anyone can post an item here...



...whether it's news or classifieds



The left column provides links to news-gathering tools for reporters and editors



 The right column provides links to administrative tools



 The top bar links to newsroom department pages (Metro, Sports, etc.)



# Planning and organizational tools on Cafe

- Story budgets
- A log of records requests
- Research requests
- Photo and graphics requests
- Staff lists

- Storyplan:

   Simple tool
   for planning
   stories days,
   weeks, even
   months in
   advance
- Lets
   everyone in
   the
   newsroom
   know what's
   coming

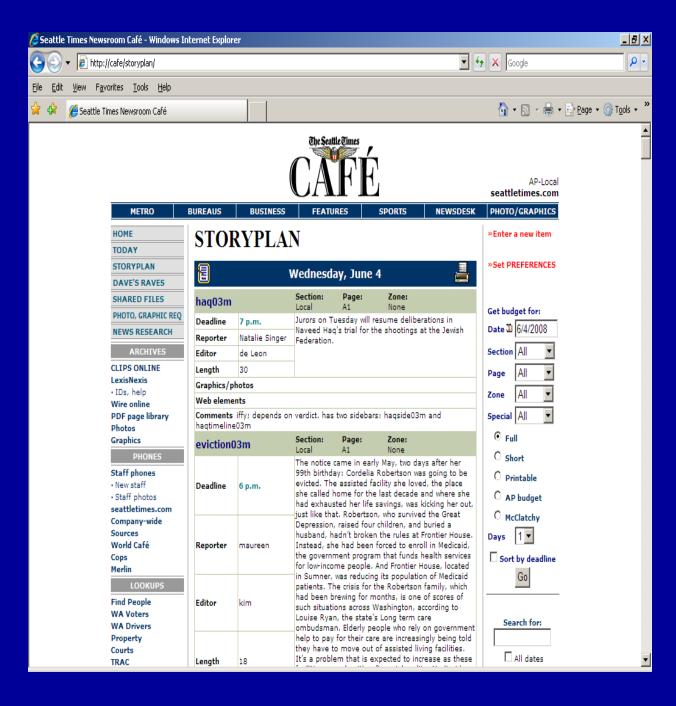
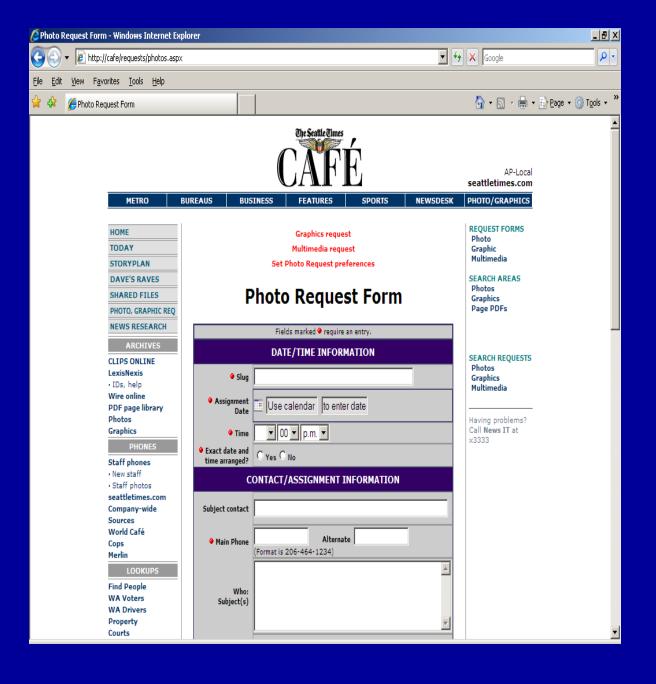


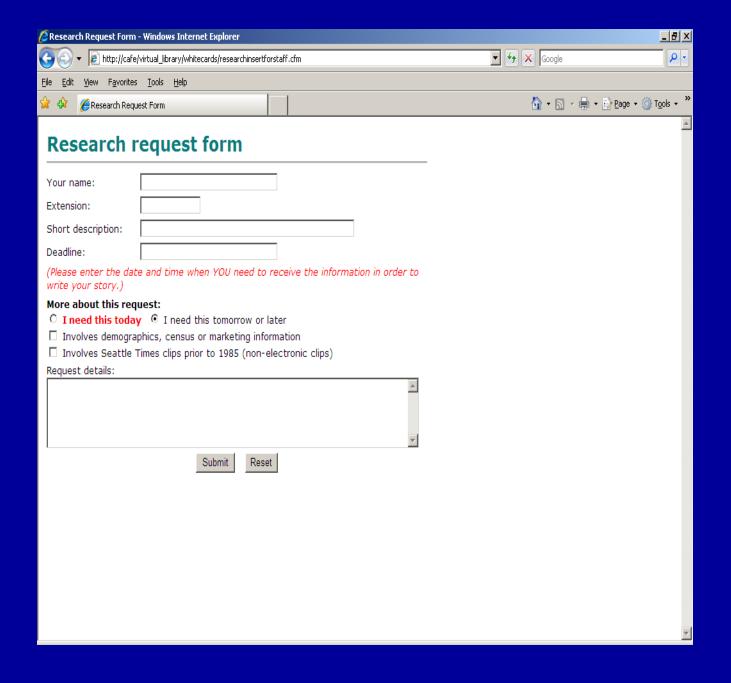
Photo and graphics request forms



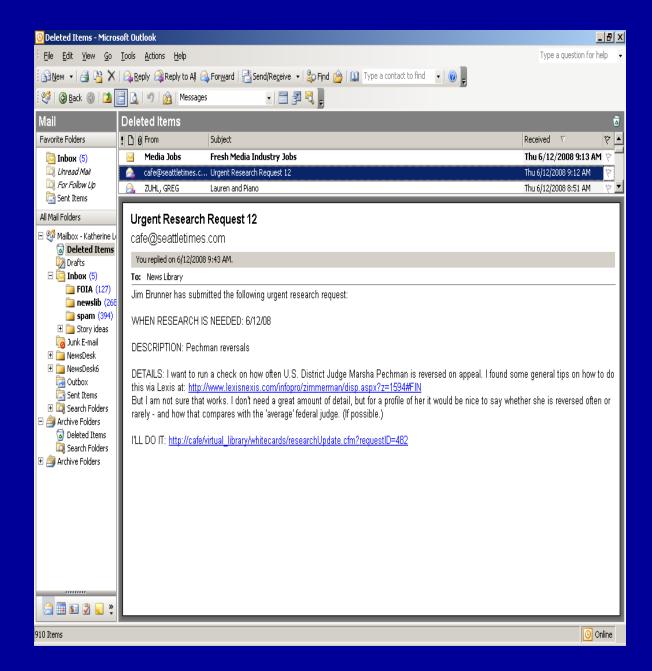
Submit a research request...



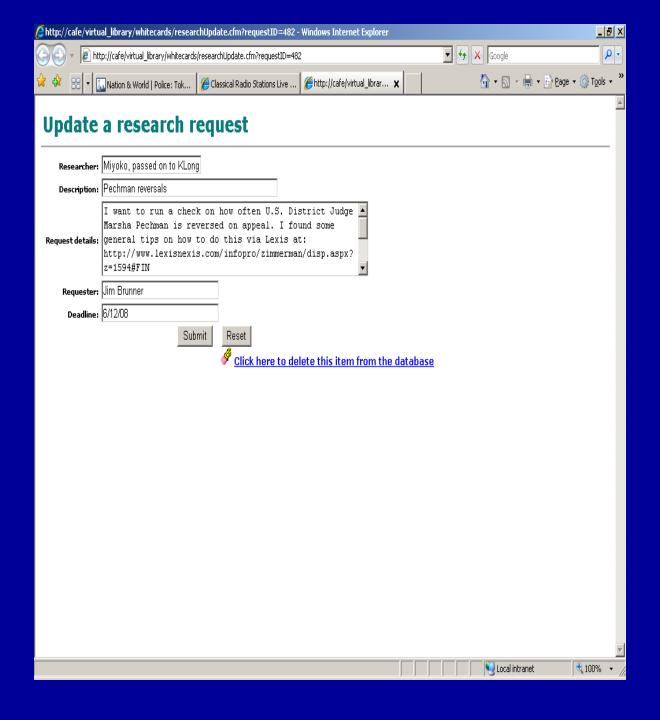
...byfilling outa formand hit"submit"



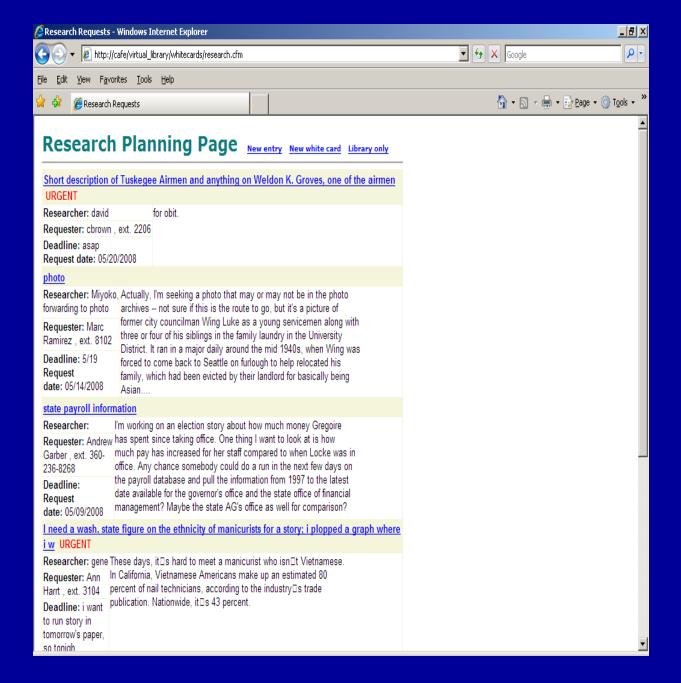
Everyone
 on
 research
 staff gets
 an e mail...



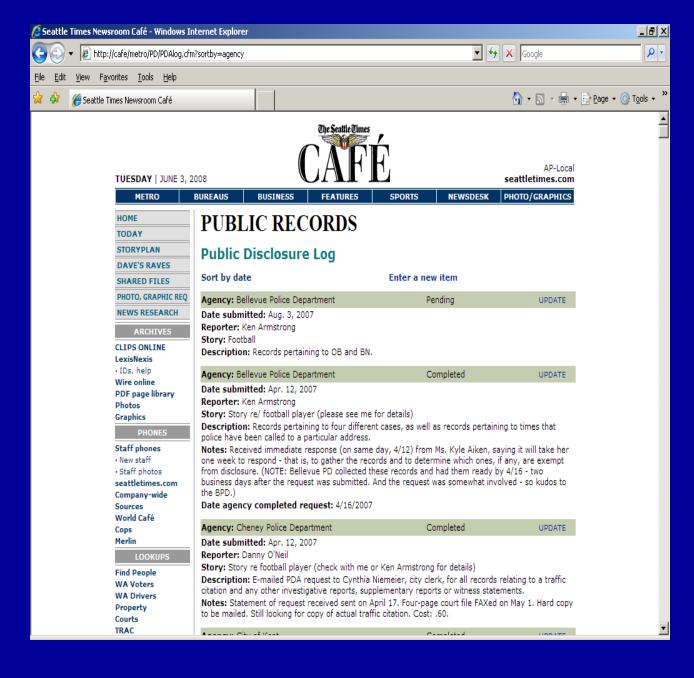
 Click on link in email to update

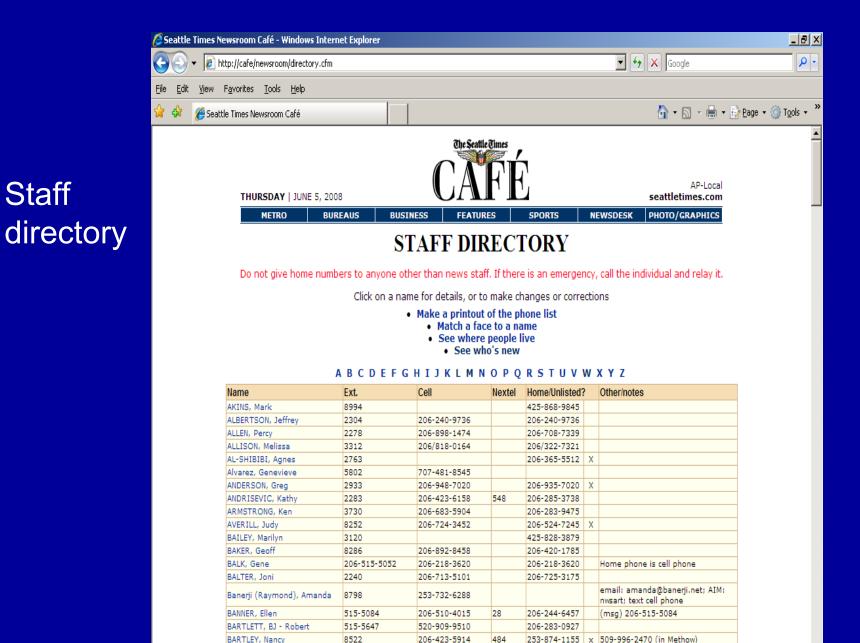


Library
 requests
 are saved
 on a page
 research ers can
 use to
 track their
 work



 Log of requests we make for public records





Staff

Bassin, Will

BATES, Jim

2282

8131

206-510-3208

19

425-488-3279

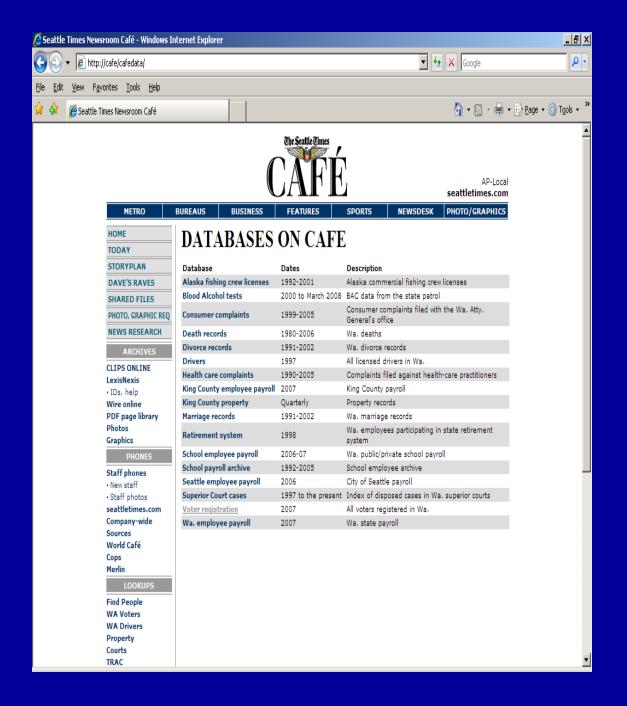
Staffers
 can update
 their own
 profiles, so
 staff lists
 are always
 up-to-date



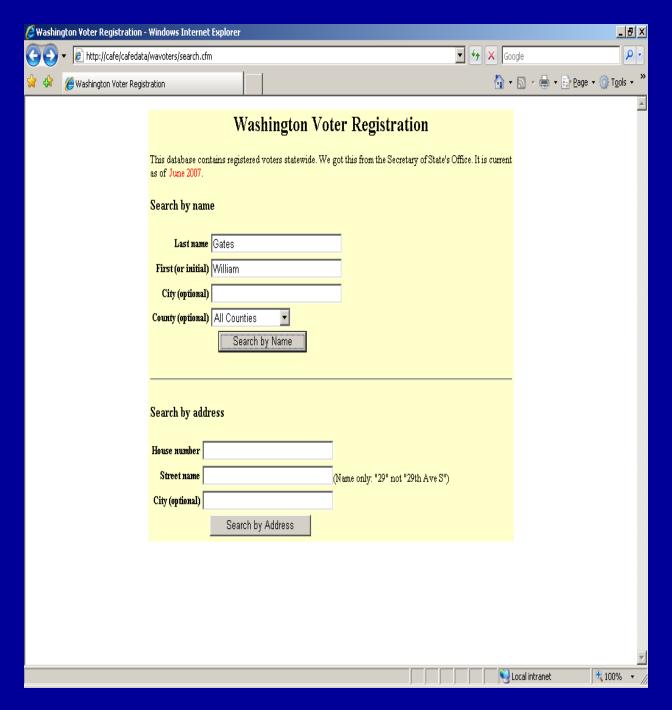
### Database lookups

- Voter registration
- Driver licenses (from 1997)
- County, city, state and school payrolls
- Index of state Superior Court cases
- Complaints filed against health-care practitioners
- Consumer complaints filed with state Attorney General's office
- Blood alcohol readings from state patrol stops

- Some
   databases are
   updated
   yearly, some
   more
   frequently
- Others are offshoots of stories



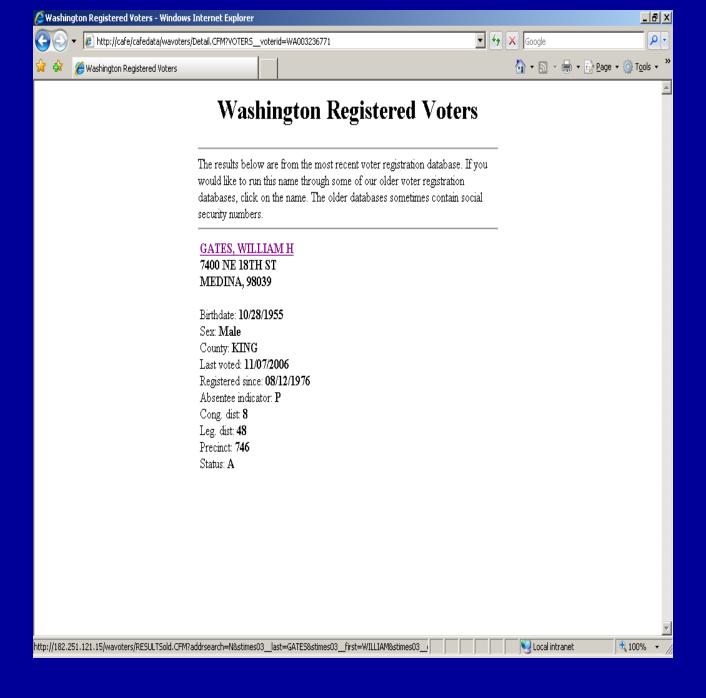
Most useful: voter database



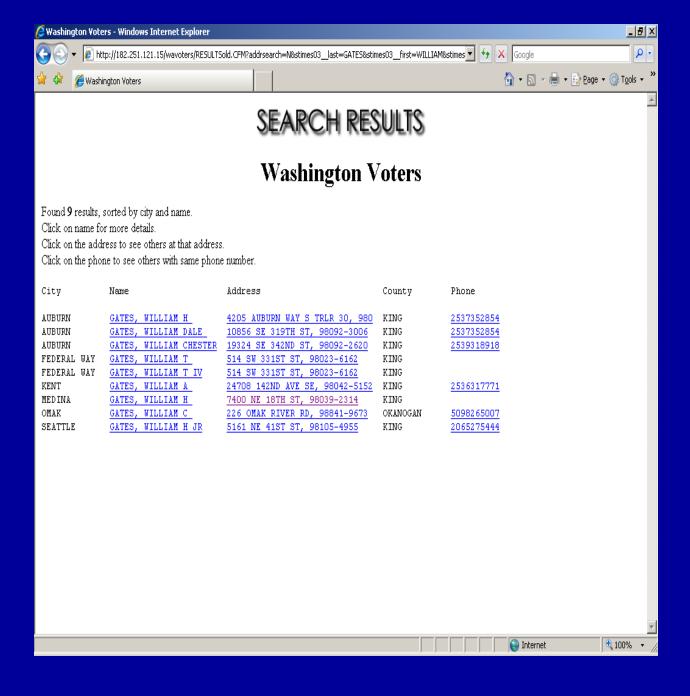
Search by name...



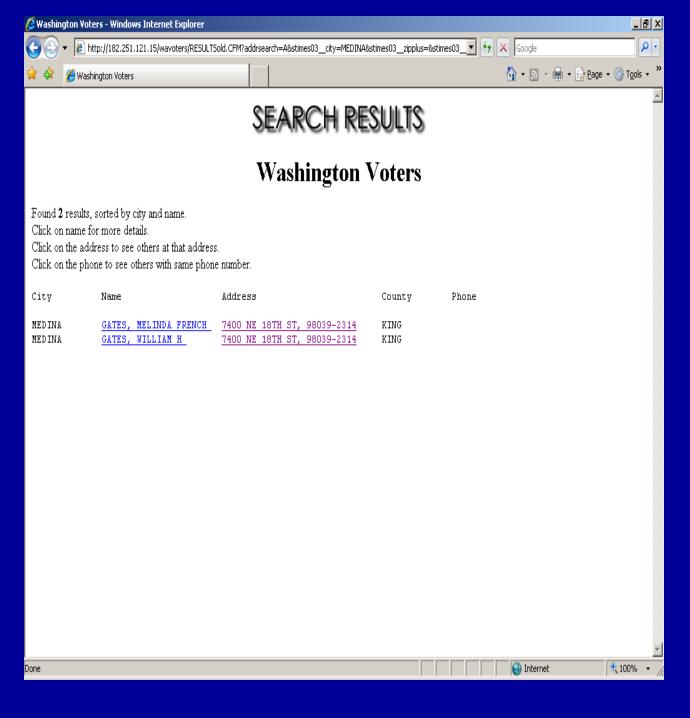
Results
 include
 address,
 birth date
 and
 sometimes
 a phone
 number or
 SSN.



...or follow the address...



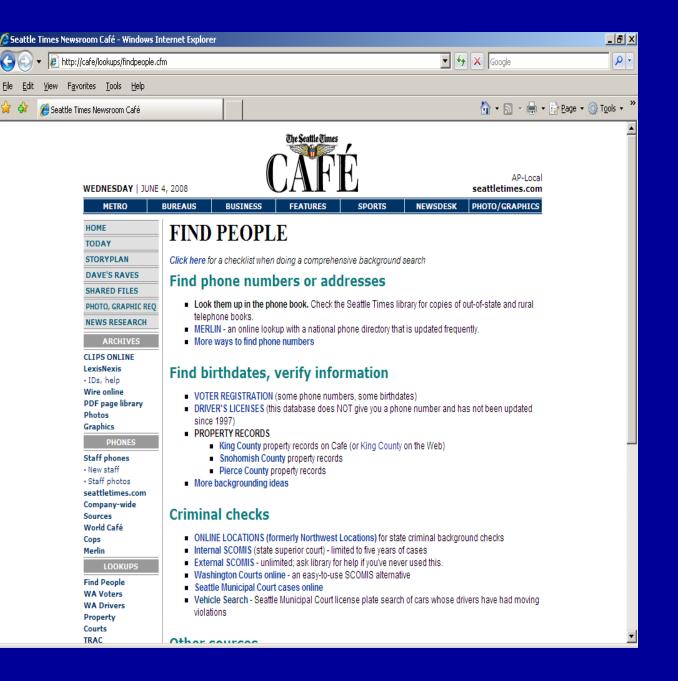
...and find out who else lives there



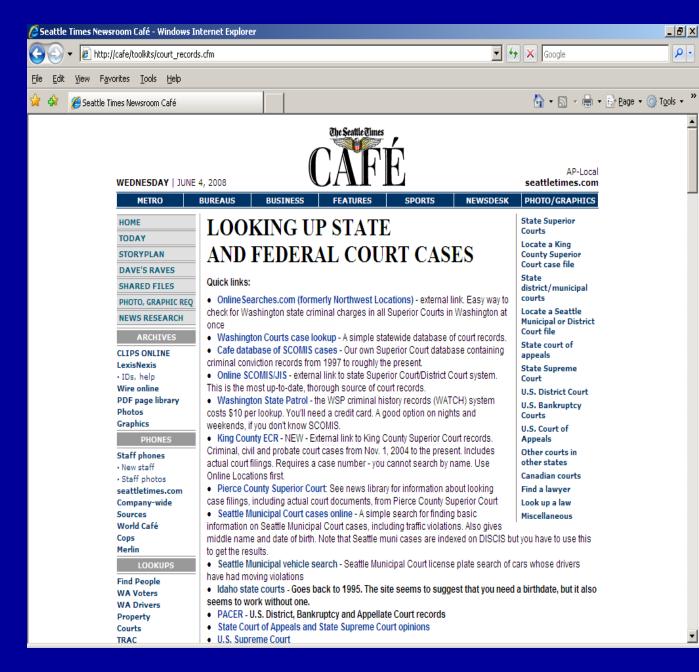
#### Guides and toolkits

- How to find people
- How to look up a court case
- Guides to open records

How to do people lookups



How to look up court cases



## Other records



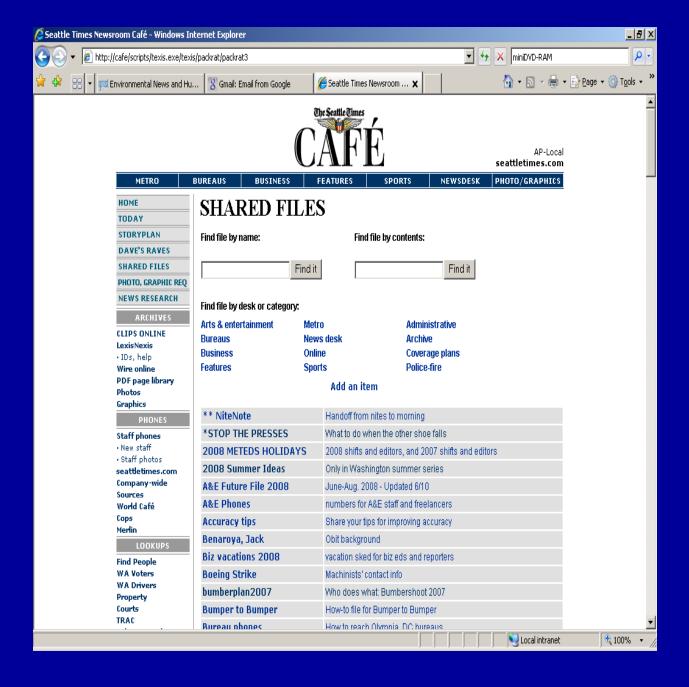
Open records guides



## Working together

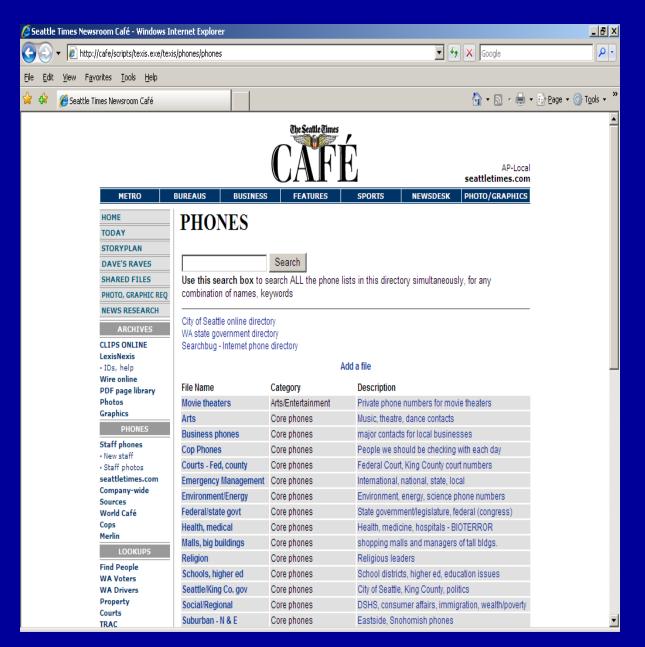
- Shared files: Simple file-sharing online
- World Cafe: a database of local people with international expertise
- Databases we build ourselves

Shared
 files:
 simple
 way to put
 a shared
 text file
 together



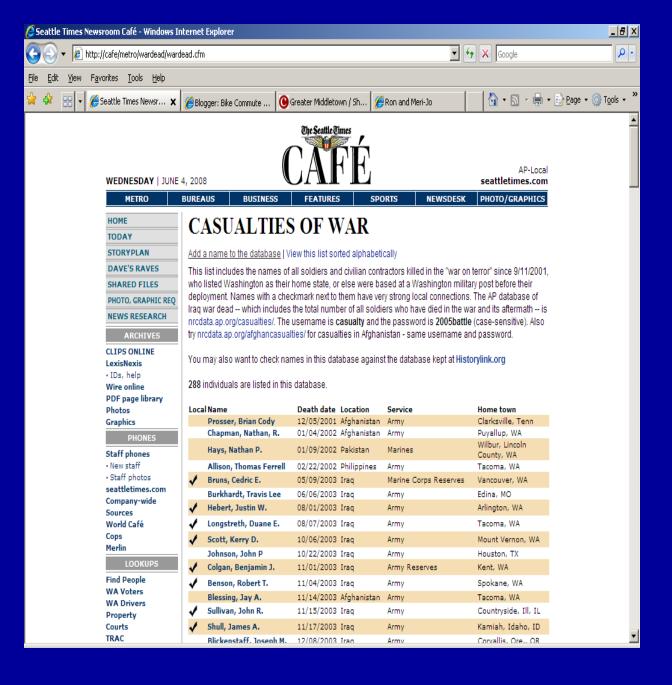
Shared File example – the overnight handoff note

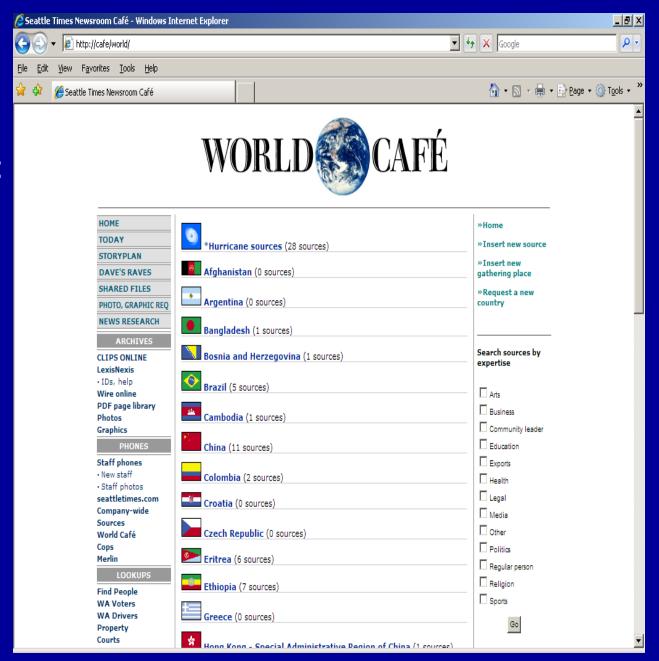




Virtual rolodex

 Staffmaintained database of soldiers killed in Iraq war





 World Cafe: sources in the international community  Information about selected countries...



...and community sources for each



Sortable by topic of expertise



 Business reporters update information on boards of directors



#### Questions?

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