Archiving Websites and Preventing Broken Links: A How-To Guide by Jackie

Archive.org (aka the Wayback Machine) is an easy way to save web pages before they change or disappear. If you're citing websites in your article (especially government websites), capturing a snapshot ensures that the content stays available exactly as it was. This can be useful especially for preventing broken links, and making sure the citations on the archive are usable indefinitely.

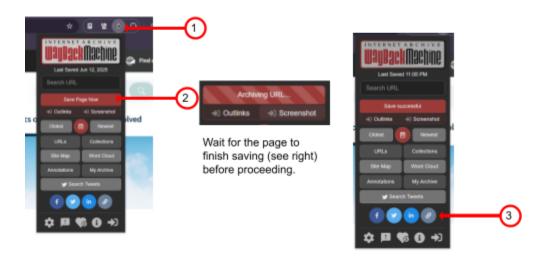
For more: https://help.archive.org/help/using-the-wayback-machine/

With the Chrome Extension (easiest method and what I use)

To easily save pages, download the Chrome Extension:

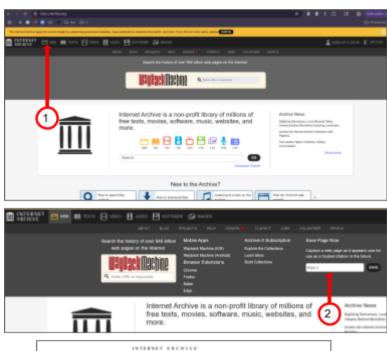
https://chromewebstore.google.com/detail/fpnmgdkabkmnadcjpehmlllkndpkmiak?utm_source=item-share-cb

- 1. Once at a page you want to save, click the icon for the chrome extension. A pop up will appear.
- 2. Click 'Save Page Now' and wait for the red box to say "Save Successful". This may take a minute or two, especially for longer pages.
- 3. Click the link icon in the bottom left to copy the link to the archived page. You can now use this link in your citation.



Without the Extension

- 1. Go to the Wayback Machine homepage: https://archive.org/
- 2. Click "Web" in the header. The "Save Page Now" will drop down.
- 3. Copy and paste the URL of the page you wish to save.
- 4. Click on "Save Page". After a moment or two, you'll see a confirmation and the URL of the saved page in the archive.
- 5. Click "visit the page", and then copy and paste the https link. This is the link you can use in your citation.



WayBackMachine

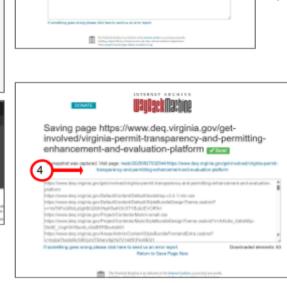
Save Page Now

https://www.doq.virginia.gov/got-involved/virginia-permit-transquenucy-and-pe

SAVE PAGE

Capture a web page as it appears now for use as a trust

3



Saving page https://www.deq.virginia.gov/getinvolved/virginia-permit-transparency-and-permittingenhancement-and-evaluation-platform

Wait until page

saves successfully.