



# Advanced Catalog Searching

## Middleton Library Reference Services

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While most of us are acquainted with keyword searching through our experiences with searching the Internet, library catalogs contain many other modes of access that are more powerful than this 'standard' search technique. This guide will enable you to find what you want faster and more efficiently.

### Advanced Search Screen

The Advanced Search Screen allows you to search for keywords within multiple specific fields at once (e.g., author: twain title: adventures) and limit your results with various filters. Each keyword box can be changed to the different types. The link to this screen can be found under the basic search box on the library's homepage (<http://www.lib.lsu.edu>). A brief explanation of each field follows.

The screenshot shows the 'Advanced Search' interface. It features six search fields with dropdown menus for field selection: 'keywords anywhere', 'author', 'title', 'subject', 'series', and 'periodical title'. Each field has a corresponding 'And' dropdown menu. Below the search fields are 'Search' and 'Reset' buttons. Underneath are several filter options: 'sort by' (None), 'library' (ALL), 'location' (ANY), 'language' (ANY), 'material type' (ANY), 'catalog format' (ANY), and 'publication year' (text input).

*keywords anywhere*: same as default basic search; searches author, title, subject fields, publication info, etc. for the words entered

*author*: searches author fields and table of contents

*title*: searches title fields and table of contents

*subject*: searches subject headings, including names of people, organizations, etc., that are the subject of the item (see Subject Searching later in this guide)

*series*: searches the Series field, used when you know the title of a series (e.g., "Heath's modern language series"), or to find series relevant to your topic (e.g. "Civil War," "modern technology")

*periodical title*: searches titles of magazines, newspapers, and journals (e.g., "psychology journal" or "new york times")

The fields below the keyword boxes are various filters. *Sort by* allows you to sort the results by author, subject, title, relevance, or publication date. *Library* restricts your results to major divisions of the library (i.e. Music Resources, Education Resources, Middleton Main Collection, etc.). *Location* searches within individual collections, such as University Archives, LLMVC, and Reference. *Language* shows items in a specific language. *Material type* includes categories such as DVDs, Music Scores, and Books. *Catalog format* is a search for broader types of materials, such as Visual Materials. Finally, *Publication Year* allows you to limit your search to a particular year or range of years (e.g. "2001-2003").

The boxes to the right of each search field are Boolean operators to connect the fields in different ways. “And” looks for items that satisfy all criteria. “Or” looks for items that satisfy at least one criterion. “XOR” finds materials that satisfy only one of the search terms, not both. “Not” excludes items with the terms in the box below the operator. To illustrate the advanced search in practice, some sample searches are provided below, with comparison to *keywords anywhere* results given.

Ex. 1: *periodical title*: “new york times”: 33 titles, 23 of which are publications put out by the New York Times or connected to that corporation. “new york times” in a *keywords anywhere* search: 1,938 titles, including a book on John Tyler, the 10<sup>th</sup> president of the United States.

Ex. 2: *keyword anywhere* : “christmas”, limit “material type” to Music Score: 386 titles, all printed music. “christmas” in a *keywords anywhere* search with no limits: 3,313 titles, ranging from a Government document on Christmas tree cutting areas to a fictional book about angels intervening in the lives of three people at Christmastime.

## Subject Searching

Subject headings are a powerful tool found in library catalogs. They are descriptors attached to a record by librarians, referring to what an item is *about*, regardless of whether or not those words appear in the title. One word or phrase is used to refer to all items on a particular concept. For example, all books on jobs and professions in general are filed under the subject heading “professions.” This means that you do not have to enter every possible synonym to find everything on a topic.

While there are many books and databases of Library of Congress Subject Headings (most headings in our catalog are of this type), this guide will explain how to find headings from a book you’ve already found. This way, you can quickly find other materials on the same topic as the book at hand. Let’s say you found a book using a *keywords anywhere* search of “Louisiana trees” with the *Library* filter set to “Middleton Main Collection.” It is the second record in the list of items retrieved, and the title is “Native tree growing guide for Louisiana: the selection, planting and care of urban trees.” A portion of the record is reproduced below, with a box around the subject headings.

**Title:** Native tree growing guide for Louisiana : the selection, planting and care of urban trees / prepared by Hallie Dozier ... [et al.].  
**Publication info:** Baton Rouge, La. : LSU AgCenter, 2005.  
**Physical descrip:** 1 p., folded : ill. ; 28 cm.  
**Series:** (Pub. ; 2926)  
**Contents:** Native landscape trees -- When to plant -- Care of your tree -- Simple steps to planting a tree -- Tree spacing guide for your landscape -- Tree species selection chart -- Why plant trees -- Where to plant -- What to plant -- Suggested list of native trees for landscaping.

<b>Subject term:</b> Tree planting--Louisiana. <b>Subject term:</b> Trees--Selection--Louisiana. <b>Subject term:</b> Trees--Louisiana.
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**Added author:** Dozier, Hallie.  
**Added author:** Louisiana State University Agricultural Center.  
**Series:** Pub. (Louisiana Cooperative Extension Service); 2926.

To find other works on Louisiana trees, you could click on “Trees—Louisiana” and find 23 other items on the subject in LSU’s library system. In this way, you can turn one source into a list of potential sources. If you were to do a subject search from scratch with this heading, you would type “trees louisiana” (in quotes) in the *subject* field of the Advanced Search screen, omitting the dashes between the words. For additional assistance with subject searching, don’t hesitate to ask a librarian at the Reference Desk!