Using the Temple College Library Catalog: Basic Search

The catalog opens with the Basic search set to use Keywords Anywhere, which means that a word or words typed into the search box will be searched for in item titles, subjects, contents, or anywhere in the information the catalog has for an item.

Example:

The words roman empire are typed into the search box, then the search button is clicked. Note that the words typed were not enclosed in quotation marks. One of the search tips is to enclose search phrases, or multi-word subjects in quotation marks to ensure that the words are found next to one another in item records if that is desired. The words as entered will sometimes be found together and sometimes one of the words will be found without the other nearby.

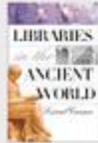**Search** | **My Searches** | **My List** | **My Account** | ? Help

New Search : [ ] Go 🔍 Search History

Titles

Database:Temple College Library Catalog
104 results found
Keywords Anywhere (All Words)(roman empire)
[Edit Search] [Save Search]

1 2 3 … 6 **Next ›**

[Print]—[Export]—[E-mail]—[Add to List]→ **Select** ☐ Page ☐ All

Sort By:
Relevance ▾

☐ 1 📖 Social and economic history of the Roman Empire. Vols. 1 & 2 [electronic resource] / by M. Rostovtzeff.
Rostovtzeff, Michael Ivanovitch, 1870-1952.
1998
Web Access
no item information, Internet Electronic Resource

☐ 2 📖 Roman Empire from Severus to Constantine / Pat Southern.
Southern, Pat, 1948-
2001
DG298 .S67
✔ available, MAIN--Regular Circulating Collection

☐ 3 🎥 Roman Empire in the first century [videorecording] / Goldfarb and Koval Productions, Inc. ; written by Margaret Koval ; produced and directed by Margaret Koval and Lyn Goldfarb.

2001
No call number
multiple items available, VIDEO ROOM--Ask at Circulation Desk

☐ 4 📖 Libraries in the ancient world / Lionel Casson.
Casson, Lionel, 1914-2009.
2001
Z722 .C37
✔ available, MAIN--Regular Circulating Collection

Filter Your Search:

These links can be selected to filter search results

+ Circulating Collection
+ Compact Disc Collection
+ Ebrary
+ Internet Resources
+ NetLibrary
+ Oversize Collection
+ Published in Last 5 Years
+ Reference Collection
+ STAT!Ref Collection
+ TC Items Available at Taylor Public
+ Video Room
+ Youth Collection

The first three items have the words roman empire in the title. Notice the third item is a video recording, with a different icon ☐ 3 🎥 than the others which are books ☐ 4 📖. The fourth book does not have the words roman empire in the title.
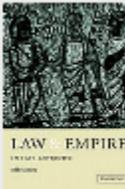
By clicking on the title, the complete book record can be viewed, showing where the catalog found those words.

Holdings Information

Database:	Temple College Library Catalog
Location:	MAIN--Regular Circulating Collection
Call Number:	Z722 .C37
Status:	Not Charged

Title:	Libraries in the ancient world / Lionel Casson.
Author(s):	Casson, Lionel, 1914-2009.
Publisher:	New Haven : Yale University Press, c2001.
Description:	xii, 177 p. : ill., maps ; 22 cm.
Format:	Book
Contents:	The beginnings : the ancient Near East
	The beginnings : Greece
	The library of Alexandria
	The growth of libraries
	The beginnings : Rome
	Libraries of the Roman Empire : the city of Rome
	Libraries of the Roman Empire : outside the city of Rome
	From roll to codex
	Toward the Middle Ages.
Subjects:	Libraries--History--To 400.
Notes:	Includes bibliographical references (p. 147-166) and index.

Search   My Searches   My List   My Account   Help

The book record below only has the word empire in the title; the word roman is found in another part of the record.

☐ 76 📖 **Law and empire in late antiquity [electronic resource] / Jill Harries.**
Harries, Jill.
1999
Web Access
no item information, Internet Electronic Resource

LAW EMPIRE

Also notice other search tips such as using + in front of essential terms and the use of a ? to allow truncation. Essentially that means the ? is like a wildcard that can stand for any letter when placed. Example: wom?n is typed in the search box and the catalog will find both women and woman, the ? being a wildcard.

Basic	**Advanced**	**Subject Terms**	**Author Index**	**Course Reserve**

Search: wom?n   within

Keywords Anywhere (All Words)

18 Women and criminality : the woman as victim, offender, and practitioner / Ronald Barri Flowers.
Flowers, R. Barri (Ronald Barri)
1987
HV6250.4W65 F56
✔ available, MAIN--Regular Circulating Collection

19 Citizens at last : the woman suffrage movement in Texas : essay / by A. Elizabeth Taylor ; with photographs and documents ; foreword by Anne Firor Scott ; consulting editors, Ruthe Winegarten and Judith N. McArthur.
Taylor, A. Elizabeth (Antoinette Elizabeth), 1917-
1987
JK1911T3 T39
✔ available, MAIN--Regular Circulating Collection

20 Women leaders in contemporary U.S. politics / edited by Frank P. Le Veness & Jane P. Sweeney.

1987
HQ1236.5U6 W666
✔ available, MAIN--Regular Circulating Collection

Notice how the first book displayed has the words women and woman, one has the word woman, and one has only the word women. Truncation can also be used to look for words with different endings. Example: libert?

| Basic | Advanced | Subject Terms | Author Index | Course Reserve |

Search: libert?   within
Keywords Anywhere (All Words)
Limit To: All Material

3 Libertine's progress [electronic resource] : seduction in the eighteenth-century French novel / Pierre Saint-Amand ; translated by Jennifer Curtiss Gage.
Saint-Amand, Pierre, 1957-
1994
Web Access
 no item information, Internet Electronic Resource

4 Liberty, property, and the foundations of the American Constitution [electronic resource] / edited by Ellen Frankel Paul and Howard Dickman.

1989
Web Access
 no item information, Internet Electronic Resource

The first book has the word libertine's in the title, and the second book has the word liberty in the title.

In order to start a new search in the catalog, click on the **Search** tab at the top of the page. This will reset the catalog.

Click on the arrow to display the drop down menu in Basic Search to see other choices.

The next search example will be the Title Begins With search. This search is useful if you believe you know the exact title, or the first few words in a title.

Be careful to notice the instructions in parentheses about not using initial A, An, The, etc. at the beginning of a title.

> **Search resulted in no hits.**
>
> ## Basic Search
> Database: Temple College Library Catalog
>
> | Basic | Advanced | Subject Terms | Author Index | Course Reserve |
>
> Search: the count of monte cristo   **within**
> Title Begins With (omit beginning articles: A, An, The, Der, Das, El, La, etc.) ▼

Same search below without "the" at the beginning.

> ## 2 results found
> Title Begins With (omit beginning articles: A, An, The, Der, Das, El, La, etc.)(count of monte cristo)
> [Edit Search] [Save Search]
>
> [Print] [Export] [E-mail] [Add to List] • **Select** ☐ Page ☐ All
>
> ☐ 1 📖 **Count of Monte-Cristo.**
>   Dumas, Alexandre, 1802-1870.
>   [1961, c1946]
>   PQ 2226 A32
>   ✔ available, MAIN--Regular Circulating Collection

Another way to search titles is to use the Keywords in Titles search. This is an effective way to search for books on a topic that you might know how to describe in general, but don't know an exact title.   This search will show records for items with the keywords in both titles of items, and a series title (found on the full record screen after clicking on the title).

> | Basic | Advanced | Subject Terms | Author Index | Course Reserve |
>
> Search: [   ]   **within**
> Keywords in Titles   ▼
> Keywords Anywhere (All Words)
> Title Begins With (omit beginning articles: A, An, The, Der, Das, El, La, etc.)
> Keywords in Titles ←
> Keywords in Subjects

After selecting the search type, enter desired keywords. While there is no limit on how many keywords you may enter, you will probably have better results if you enter one to four keywords.

> | Basic | Advanced | Subject Terms | Author Index | Course Reserve |
>
> Search: literary criticism   **within**
> Keywords in Titles   ▼

□ 4 📖 **Armed vision ; a study in the methods of modern literary criticism.**
Hyman, Stanley Edgar, 1919-
1955
PN 94 H9
✔available, MAIN--Regular Circulating Collection

□ 5 📖 **Asian diaspora poetry in North America [electronic resource] / Benzi Zhang.**
Zhang, Benzi.   Record #5 does not have
2008   the keywords in the title.
Web Access
no item information, Internet Electronic Resource

To view the full record, and see the series title where the keywords will be found, click on the title.

Title:	Asian diaspora poetry in North America [electronic resource] / Benzi Zhang.
Author(s):	Zhang, Benzi. NetLibrary, Inc.
Publisher:	New York : Routledge, 2008.
Description:	xvi, 177 p. ; 24 cm.
Format:	Book
Contents:	Introduction: departure for a detour The poetics of cultural transrelation: a diversion of identity The politics of re-homing: negotiation of cultural dwellings The problematics of translocal place: cultural passage beyond the border politics Alter/native stories of memory and amnesia: a mnemonic inquiry Against the grain of cultural exoticism: the other question Styling diasporic carnival: performance of difference Conclusion: journey without maps.
Series:	Literary criticism and cultural theory.

The next search down the menu is the Keywords in Subjects search. A subject can be any topic, you can try broad subject areas like Philosophy, or specific subjects like the attack on Pearl Harbor in 1941. After entering the subject keywords and clicking on the search button, you may see the keywords entered both in titles and when you look at the full item record, the subject links section.

Basic	Advanced	Subject Terms	Author Index	Course Reserve

Search: [   ] within

Keywords in Subjects ▼
Keywords Anywhere (All Words)
Title Begins With (omit beginning articles: A, An, The, Der, Das, El, La, etc.)
Keywords in Titles
Keywords in Subjects
Keywords in Authors (personal, corporate, government)

Search: pearl harbor   **within**

Keywords in Subjects ▾

Limit To: All Material ▾

Records per page: 20 records per page ▾

Search

Print   Export   E-mail   Add to List   ●   Select ☐ Page ☐ All

☐ 1   📖 **At dawn we slept : the untold story of Pearl Harbor / Gordon W.
Prange in collaboration with Donald M. Goldstein and Katherine
V. Dillon.**
Prange, Gordon W. (Gordon William), 1910-1980.
1981
D767.92 P72
✔ available, MAIN--Regular Circulating Collection

☐ 2   📖 **Betrayal at Pearl Harbor : how Churchill lured Roosevelt into
World War II / James Rusbridger and Eric Nave.**
Rusbridger, James.
1992
D767.92 R87
✔ available, MAIN--Regular Circulating Collection

After clicking on the title for record #1, the full item record is displayed.

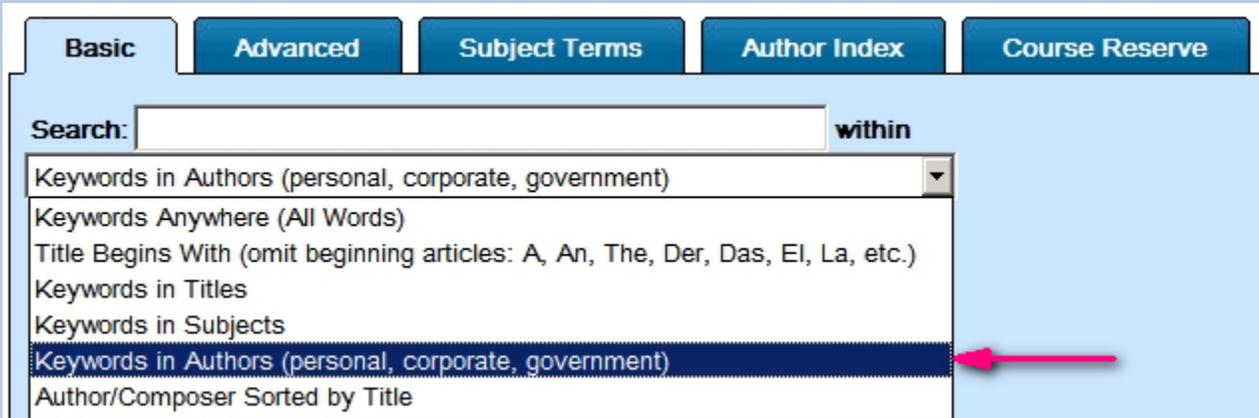|	
Title:	At dawn we slept : the untold story of Pearl Harbor / Gordon W. Prange in collaboration with Donald M. Goldstein and Katherine V. Dillon.
Author(s):	Prange, Gordon W. (Gordon William), 1910-1980. Goldstein, Donald M. Dillon, Katherine V.
Publisher:	New York : McGraw-Hill, c1981.
Description:	xvi, 873 p., [8] leaves of plates : ill., ports.. ; 24 cm.
Format:	Book
Subjects:	Pearl Harbor (Hawaii), Attack on, 1941.

The subject shows the keywords that were entered.

Keywords in Authors is the next search, and while there is no notification about it, you must enter the author's last name first, then the first name.
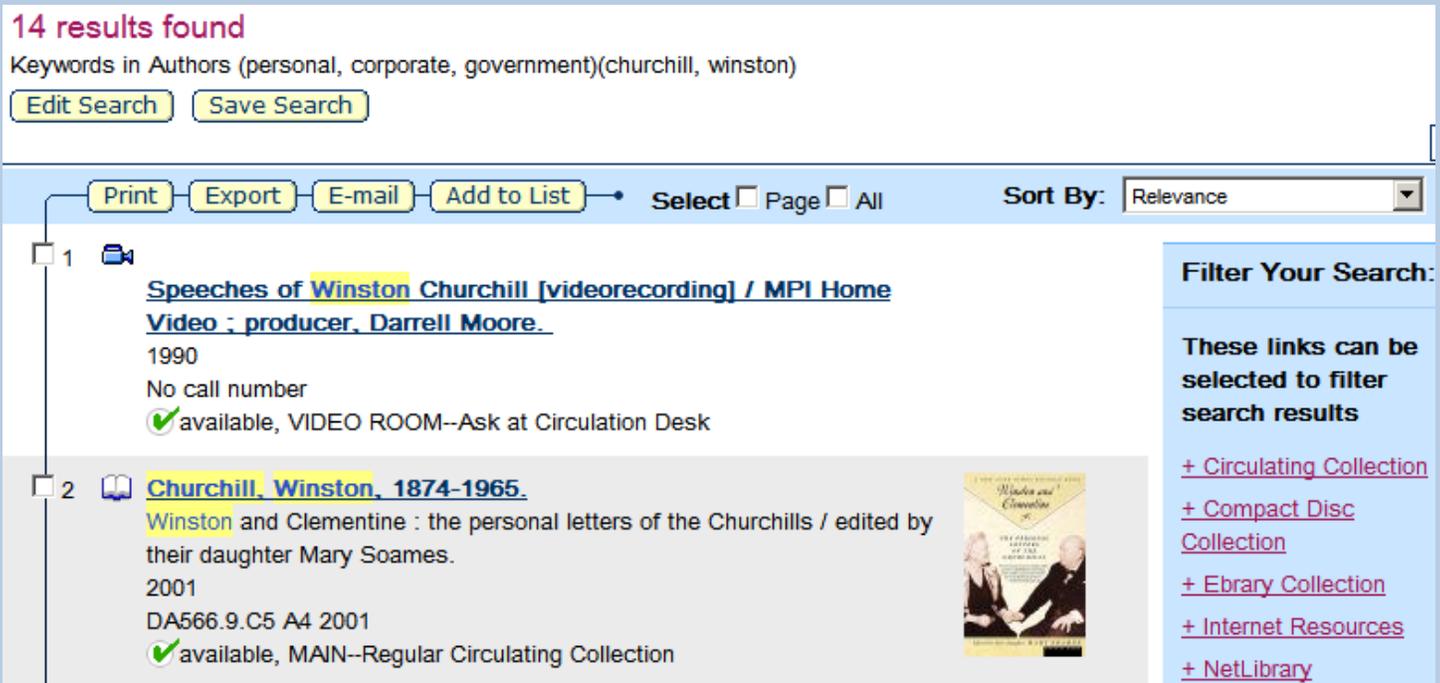
| Basic | Advanced | Subject Terms | Author Index | Course Reserve |

Search: [   ] within

Keywords in Authors (personal, corporate, government) ▼
Keywords Anywhere (All Words)
Title Begins With (omit beginning articles: A, An, The, Der, Das, El, La, etc.)
Keywords in Titles
Keywords in Subjects
Keywords in Authors (personal, corporate, government)
Author/Composer Sorted by Title

Enter the author name as done below: last name, comma, then a space and the first name. Capitalization does not matter, but correct word order is important.

| Basic | Advanced | Subject Terms | Author Index | Course Reserve |

Search: churchill, winston   within

Keywords in Authors (personal, corporate, government) ▼

As usual, the catalog will highlight the terms entered wherever they may be in the item record, but all the items will be either directly or indirectly authored by the author name that is searched.

14 results found
Keywords in Authors (personal, corporate, government)(churchill, winston)
[Edit Search] [Save Search]

[Print][Export][E-mail][Add to List] → Select ☐ Page ☐ All   Sort By: Relevance ▼

☐ 1 📹
Speeches of Winston Churchill [videorecording] / MPI Home Video ; producer, Darrell Moore.
1990
No call number
✔ available, VIDEO ROOM--Ask at Circulation Desk

☐ 2 📖 Churchill, Winston, 1874-1965.
Winston and Clementine : the personal letters of the Churchills / edited by their daughter Mary Soames.
2001
DA566.9.C5 A4 2001
✔ available, MAIN--Regular Circulating Collection

Filter Your Search:

These links can be selected to filter search results

+ Circulating Collection
+ Compact Disc Collection
+ Ebrary Collection
+ Internet Resources
+ NetLibrary

The next Basic Search option is called Author/Composer sorted by Title. This search will list the titles of works by the author or composer alphabetically. This is useful for browsing Enter the last name first, followed by a comma, space, then the first name for best results.

Once the search type is selected, enter the author or composer's name, then click on Search.

The result screen will look similar to this:

Name/Titles

Author/Composer Sorted by Title(mozart, wolfgang)

[Edit Search] [Save Search]

Mozart, Wolfgang Amadeus, 1756-1791. 1. preussisches Quartett (0)

See: **Mozart, Wolfgang Amadeus, 1756-1791. Quartets, strings, K. 575, D major**

Mozart, Wolfgang Amadeus, 1756-1791. 10 berühmten Streichquartette (0)

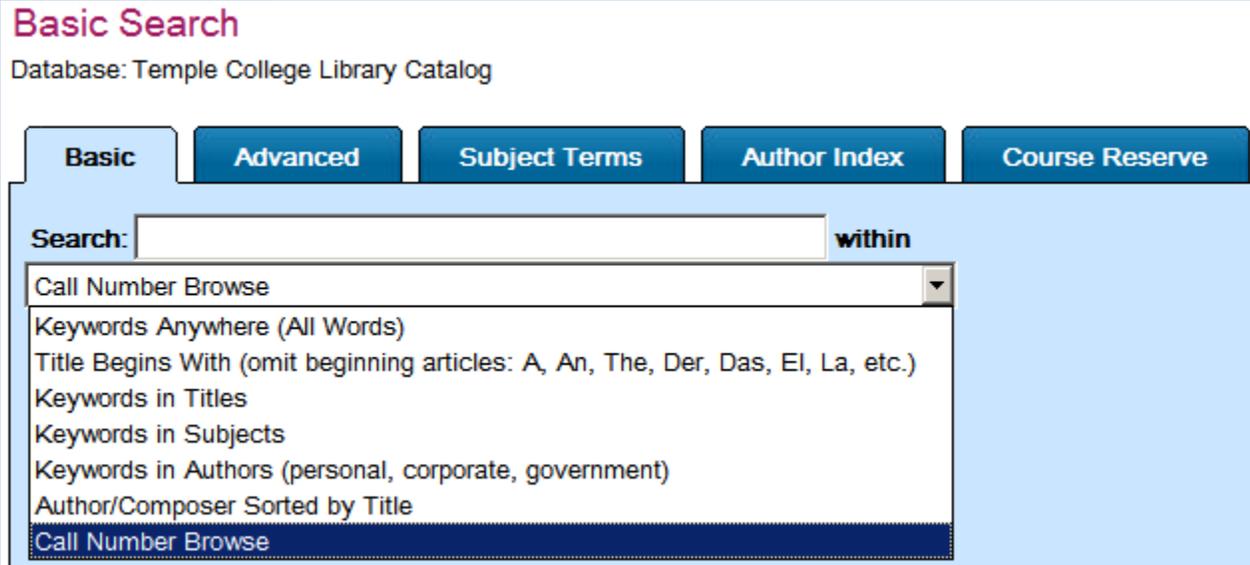See: **Mozart, Wolfgang Amadeus, 1756-1791. Quartets, strings. Selections**

Mozart, Wolfgang Amadeus, 1756-1791. 10 celebrated string quartets (0)

See: **Mozart, Wolfgang Amadeus, 1756-1791. Quartets, strings. Selections**

Mozart, Wolfgang Amadeus, 1756-1791. 13 early string quartets (0)

See: **Mozart, Wolfgang Amadeus, 1756-1791. Quartets, strings. Selections**

Items listed are in alphabetical order using the title. To view the full item record, click on the desired link, then on the next screen there will be one more link to click on.

The last option in the Basic Search menu is Call Number Browse.

Basic Search

Database: Temple College Library Catalog

| Basic | Advanced | Subject Terms | Author Index | Course Reserve |

Search: [   ] within

Call Number Browse

Keywords Anywhere (All Words)
Title Begins With (omit beginning articles: A, An, The, Der, Das, El, La, etc.)
Keywords in Titles
Keywords in Subjects
Keywords in Authors (personal, corporate, government)
Author/Composer Sorted by Title
Call Number Browse

A Call Number Browse search uses the Library of Congress call number system, the organization system used by the library.

The brief LC classification chart is displayed below. Searching by typing in a letter is possible, but not efficient, as there are

LIBRARY OF CONGRESS CLASSIFICATION SCHEDULE

A–GENERAL WORKS, ENCYCLOPEDIAS
B–PHILOSOPHY, PSYCHOLOGY, RELIGION
C–BIOGRAPHY, ARCHAEOLOGY, GENEALOGY
D–HISTORY (EUROPE, ASIA, AFRICA)
E–HISTORY (AMERICAS)
F–UNITED STATES HISTORY (STATE & LOCAL)
G–GEOGRAPHY, ANTHROPOLOGY, SPORTS
H–SOCIAL SCIENCES
J–POLITICAL SCIENCE
K–LAW
L–EDUCATION
M–BOOKS ON MUSIC
N–FINE ARTS
P–LANGUAGE AND LITERATURE
Q–SCIENCE
R–MEDICINE AND NURSING
S–AGRICULTURE
T–TECHNOLOGY AND ENGINEERING
U–MILITARY SCIENCE
V–NAVAL SCIENCE
Z–BIBLIOGRAPHY AND LIBRARY SCIENCE

usually three to five lines in a typical item's call number. The classification system often assigns more than one letter to a subject, as in HB for Economics, DC for France, or GN for Anthropology, just to name a few.

However, if you have a book in hand, something that was checked out earlier, and you are working from home and would like to discover whether the library has other books with a similar call number, then the Call Number Browse search might be useful.

The call number for the book *How Rome Fell* by Adrian Goldsworthy is DG 311 G65. To discover if the library has other books on this subject, you could try the Call Number Browse search.

Basic Search
Database: Temple College Library Catalog

| Basic | Advanced | Subject Terms | Author Index | Course Reserve |

Search: DG 311 G65   **within**

Call Number Browse ▼

Limit To: All Material ▼

Records per page: 20 records per page ▼

Search

It is important to enter a space after each line in a call number.

Call Number

Call Number Browse(DG 311 G65)

Edit Search   Save Search

Print   Export   E-mail   Add to List   →   **Select** ☐ Page

☐ **DG311 .G65**
How Rome fell : death of a superpower / Adrian Goldsworthy.
2009

☐ **DG311 .H43**
Fall of the Roman Empire : a new history of Rome and the barbarians /
Peter Heather.
2006

Once the search button is clicked, there will be a list of items starting with the call number entered. Other, similar items should follow.

Another way to search would be to only enter the subject letter or letters, then the number following the letters, and leave off the rest of the call number.

Basic	Advanced	Subject Terms	Author Index	Course Reserve

Search: DG 311   **within**

Call Number Browse

Limit To: All Material

Records per page: 20 records per page

Search

This search picked up another book before the DG 311 G65 book. In other cases the number of items found will no doubt be much greater. To view the full record of the item, click on the call number.

Call Number

Call Number Browse(DG 311)

Edit Search   Save Search

Print   Export   E-mail   Add to List   **Select** ☐ Page

☐ **DG311 .E75**
Decline and fall of the Roman Empire / James W. Ermatinger.
2004

☐ **DG311 .G65**
How Rome fell : death of a superpower / Adrian Goldsworthy.
2009

☐ **DG311 .H43**
Fall of the Roman Empire : a new history of Rome and the barbarians /
Peter Heather.
2006

☐ **DG311 .H43**
Fall of the Roman Empire : a new history of Rome and the barbarians /
Peter Heather.
2006

☐ **DG 311 J63**
In the twilight of antiquity : the R. S. Hoyt memorial lectures (1973) / by
Tom B. Jones.

This concludes the Basic Search catalog tutorial.