

Developing Search Skills in Music: A Guide to Finding Materials in the Lipscomb University Music Library

Part 2 of 3: What to Know About Searching

developed by David Hamrick

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Part two of the tutorial deals with how the catalog works:

2. Understanding how the catalog deals with part/whole relationships and uniform titles, and formulating effective strategies to find a work, includes:
 - a. Knowing the fields in a catalog record where the title might be entered.
 - b. Knowing what kinds of searches will retrieve information from which fields.
 - c. Understanding the relationship between the number of works on a CD, the fields on the catalog record in which the titles are likely to be found, and the type of search that is appropriate.
 - d. Identifying the uniform title of a proper-named work through use of the appropriate language.
 - e. Anticipating the uniform title of a generic work through understanding of basic practices in assigning titles.

2. Understanding how the catalog deals with part/whole relationships and uniform titles, and formulating effective strategies to find the work, includes:
 - a. Knowing the fields in a catalog record where the title might be entered.
 - Library catalogs were designed around books, not music. A book is typically only one work, and has one author and one title.
 - Different “fields” of the catalog record will record this information, as shown on the next slide:

*The next three slides are animations,
so just sit back and watch.*

*A “click to continue” message will
appear when each one is finished.*

Lipscomb Libraries /All Locations - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <http://library.lipscomb.edu/search/t?SEARCH=go%2C+dog%2C+go>

CATA COMB
The Online Catalog of Lipscomb Libraries

START OVER EXPORT MARC DISPLAY ANOTHER SEARCH

TITLE go, dog, go View Entire Collection Search

Limit to netLibrary eBooks

Record: [Prev](#) [Next](#)

Author Eastman, P. D. (Philip D.)
Title Go, dog, go!
Imprint [New York] Beginner Books [1961]

LOCATION	CALL NUMBER	STATUS
E S Picture Book Coll	E EASTMAN	AVAILABLE

Descript 64 p. illus. 24 cm
Series Beginner books, B-20
ISBN 0394800206

Record: [Prev](#) [Next](#)

Click to continue

start Lipscomb Libraries /All... Internet 2:19 PM

Watch as we circle some of the fields in a basic book record:
Author, Title, Location, and Call Number.

Record: [Prev](#) [Next](#)

Author: Vaughan Williams, Ralph, 1872-1958

Title: Selections

Fantasia on a theme by Thomas Tallis and other works for orchestra / Ralph Vaughan Williams

Imprint

Music I

Descript Note

Contents

Subject

Alt author

ISBN: Vaughan Williams, Ralph, 1872-1958. Fantasia on Christmas carols
0486408590

Done

start

Lipscomb Libraries /All...

Project Plan for build...

Microsoft PowerPoint ...

Internet

2:38 PM

Now let's look at a music item. This is a score that contains four different works.

Here is the composer.

But why is this the title? The cataloger has applied the "rule of three"; since there are four works and none of them is the "main title"

Since there were only four works, the cataloger also included them here in the "Alt Author" field. We'll talk about why in a moment.

The titles of the individual works are recorded here in the Contents field. If they were by different composers, that would be listed here as well.

[Click to continue](#)

Developing Search Skills in Music - Lipscomb University Music Library

Lipscomb Libraries /All Locations - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites Links

Address <http://library.lipscomb.edu/search/tfantasia+on+a+them/tfantasia+on+a+them/1%2C3%2C5%2CB/frameset&FF=tfantasia+on+a+theme+by+thomas+tallis+and+other+works+I> Go

Record: [Prev](#) [Next](#)

Author [Vaughan Williams, Ralph, 1872-1958](#)

Title [Selections](#)

Fantasia on a theme by Thomas Tallis and other works for orchestra / Ralph Vaughan Williams

Imprint Mineola, N.Y. : Dover Publications, 1999

LOCATION	CALL NUMBER
Music Library	M3.1.V38 F3 1999

Descript 1 score (165 p.) ; 31 cm

Note The 3rd work for double string orchestra; the 4th work for baritone
A compilation of reprints of earlier editions of these works

Contents Norfolk rhapsody no. 1 in E minor -- Overture to "The wasps"
Christmas carols

Subject [Orchestral music -- Scores](#)
[Overtures -- Scores](#)
[String orchestra music -- Scores](#)
[Choruses, Sacred \(Mixed voices\) with orchestra -- Scores](#)
[Carols, English](#)
[Christmas music](#)

Alt author [Vaughan Williams, Ralph, 1872-1958. Norfolk rhapsody, no. 1](#)
[Vaughan Williams, Ralph, 1872-1958. Wasps \(Suite\). Overture](#)
[Vaughan Williams, Ralph, 1872-1958. Fantasia on a theme by Thomas Tallis](#)
[Vaughan Williams, Ralph, 1872-1958. Fantasia on Christmas carols](#)

ISBN 0486408590

Done Internet 2:38 PM

start Lipscomb Libraries /All... Project Plan for build... Microsoft PowerPoint ...

Tip: Composers and titles aren't always found in the Author and Title fields; they may be buried in the Contents field or in the Alt Author field further down. If you were looking for *Norfolk Rhapsody*, would you have seen that this item contains it?

End of animation – click to continue

2. Understand how the catalog deals with part/whole relationships and uniform titles, and formulate effective strategies to find the work.
 - b. Know what kinds of searches will retrieve information from which fields.
 - In the catalog record we just looked at, the titles were recorded in both the Contents field and in the Alt Author field. Why the repetition?
 - The Contents field is usually not indexed by a Title Search; the Alt Author field is *always* indexed by Author Search and Title Search. If the four works weren't repeated in the Alt Author field, they would be invisible to a Title Search of the catalog.

- Only a Keyword Search will be sure to hit the Contents field; the drawback, of course, is that a Keyword Search treats each word of your search separately. For example, a Keyword Search on “Norfolk Rhapsody” would get the preceding record, but it would also retrieve a record for *Rhapsody in Blue* performed by the Norfolk Symphony Orchestra.

Tip: Author Search will only find composers who are entered in the Author field or the Alt Author field.

Tip: Title Search will hit only works that are entered in the Title field or the Alt Author field.

Tip: Keyword Search searches a combination of fields and can hit works buried in the Contents field. Unfortunately it sometimes hits things that are off topic because it searches each word separately.

2. Understanding how the catalog deals with part/whole relationships and uniform titles, and formulating effective strategies to find a work, includes:
 - c. Understanding the relationship between the number of works on a CD, the fields on the catalog record in which the titles are likely to be found, and the type of search that is appropriate.
 - Remember the “rule of three”?
 - If a CD or score contains only one work, that will be the “main title” and appear in the Title field in the catalog.
 - If a CD or score contains a few different pieces, one work may be in the Title field, but the others will probably make it into an Alt Author field.
 - If a CD or score contains several pieces, the titles will probably only be entered in the Contents field.

Tip: If you think a work is long enough to be the only thing on a CD, or one of only two or three, Title Search is the way to go.

Tip: If the work is short enough that it would be one of several things on a CD, Keyword Search may be the only way to find it.

The next several slides are animations, so just sit back and watch.

A “click to continue” message will appear when each one is finished.

Let's say you're looking for Percy Grainger's band piece "Irish tune from County Derry". A "title" search seems logical, right?

Lipscomb Libraries (All) Title Search - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Search Favorites

Address <http://library.lipscomb.edu/search/t> Go Links

Type the **TITLE** you want, then press <Enter> or click **Submit Search**

irish tune

Submit Search

START OVER

Type as much or as little of the **TITLE** as you want, for example

- The merchant of Venice
- Merchant of V
- Merchant

Done Internet

Start Inbox - Microsoft Outlook Lipscomb Libraries (A... Lipscomb Libraries /Unive... Microsoft PowerPoint - [...]


4:19 PM

Lipscomb Libraries / All Locations - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites

Address <http://library.lipscomb.edu/search/t?SEARCH=irish+tune> Go Links



The Online Catalog of Lipscomb Libraries

[START OVER](#)
[EXTENDED DISPLAY](#)
[SEARCH AS WORDS](#)
[ANOTHER SEARCH](#)

Limit to netLibrary eBooks

No matches found; nearby TITLES are:
Result page: [Prev](#) [Next](#)

Mark		Year	Entries
<input type="checkbox"/>	Irish Studies New York N Y V 4	c1995	1
<input type="checkbox"/>	Irish Studies Syracuse N Y		20
<input type="checkbox"/>	Irish Troubles A Generation Of Violence 1967 1992	1993	1
Your entry <i>irish tune</i> would be here -- Search as Words			
<input type="checkbox"/>	Irish Ulysses		2
<input type="checkbox"/>	Irish Unionism	1973	1
<input type="checkbox"/>	Irish University Review	1970-	1
<input type="checkbox"/>	Irish Voice In America Irish American P	c1990	1
<input type="checkbox"/>	Irish War The Hidden Conflict Between	c2000	1
<input type="checkbox"/>	Irish Wolfhounds	c1988	1
<input type="checkbox"/>	Irish Writers 1880 1940	1959	1
<input type="checkbox"/>	Irish Writing In The Twentieth Century A Reader	2000	1

Oops. Don't give up. Start over and try the same title as a keyword search.

Start | Inbox - Microsoft Outlook | Lipscomb Libraries / A... | Lipscomb Libraries / Unive... | Microsoft PowerPoint - [...]

Internet | 4:21 PM

Lipscomb Libraries (All) Catacomb Menu - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites

Address <http://library.lipscomb.edu/search> Go Links



ONLINE CATALOG OF LIPSCOMB LIBRARIES

CHOOSE A CATALOG

- All Libraries
- Beaman Library
- High School Library
- Middle School Library
- Elementary School Library

SEARCH OTHER DATABASES

SEARCH OTHER LIBRARIES

- Campus School
- Beaman Library
- Lipscomb University

Search the Catalog of all Lipscomb Libraries by:

- [AUTHOR](#)
- [TITLE](#)
- [AUTHOR/TITLE](#)
- [SUBJECT](#)
- [CHILDREN'S SUBJECT](#)
- [KEYWORD](#)
- [Library of Congress CALL NUMBER](#)
- [DEWEY and Local Call Number](#)
- [ISBN/ISSN](#)
- [View Your Patron Record](#)

RETURN TO MAIN MENU

Done Internet

Start Inbox - Microsoft Outlook Lipscomb Libraries (A...) Lipscomb Libraries /Unive... Microsoft PowerPoint - [...]

4:17 PM

Lipscomb Libraries (All) Keyword Search - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Search Favorites

Address <http://library.lipscomb.edu/search~51/w> Go Links

Type the **KEYWORD(S)** you want, then press <Enter> or click **Submit Search**

Irish tune

Submit Search

START OVER

CATACOMB will search the library's records, looking for the words that you type in various fields, such as title, contents notes, corporate names, etc.

You may use the Boolean operators **AND, OR and NOT**
You may also "truncate" words with an asterisk

For example

- Soviet **and** Russian
- Soviet Union **or** Russia
- Mexico **not** New
- (games **or** toys) and (child* **or** infant*)

Done Internet

Start Inbox - Microsoft Outlook Lipscomb Libraries (All) C... Lipscomb Libraries (A... Microsoft PowerPoint - [...]

3:49 PM

Lipscomb Libraries /University - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <http://library.lipscomb.edu/search~51/w?SEARCH=irish+tune> Go Links >>

CATACOMB

The Online Catalog

Both "TUNE" and "IRISH" were found.
There are 5 records.

START OVER EXTENDED DISPLAY

KEYWORD Limit results to available items

Save Marked Records

Num	Mark	KEYWORDS (1-5 of 5)	Year	Entries Found
1	<input type="checkbox"/>	Suites, lessons, and pieces : for the harpsichord / by Henry Purcell ; ed. by William Barclay Squire	c1918	1
2	<input type="checkbox"/>	Recollections [sound recording]	p2002	1
3	<input type="checkbox"/>	Frederick Fennell conducts Percy Grainger and Eric Coates [sound recording]	p1993	1
4	<input type="checkbox"/>	Symphonic excursions [sound recording] / North Texas Wind Symphony	p2002	1
5	<input type="checkbox"/>	Teaching music through performance in band [sound recording] : resource recordings, volume 3, grades	p2000	1

Save Marked Records Save All On Page

START OVER EXTENDED DISPLAY LIMIT THIS SEARCH ANOTHER SEARCH

Start Internet

Inbox - Microsoft Outlook Lipscomb Libraries (All) C... Lipscomb Libraries /U... Microsoft PowerPoint - [...]

4:11 PM

Let's follow one that we know is right: #3, which we can tell has works by Percy Grainger, because they contain the words "Irish" and "tune", even though they don't contain "Irish tune" as a title.

Lipscomb Libraries /All Locations - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <http://library.lipscomb.edu/search/W%22irish+tune%22/W%22irish+tune%22/1%2C5%2C5%2CB/frameset&FF=W%22irish+tune%22&3%2C3%2C> Go

Author [Grainger, Percy, 1882-1961](#)

Title [Selections](#)

Frederick Fennell conducts Percy Grainger and Eric Coates [sound recording]

Imprint New York : Mercury, p1993

LOCATION	CALL NUMBER	STATUS
Music Library	ECD-025	AVAILABLE

Descript 1 sound disc (63 min., 53 sec.) : digital ; 4 3/4 in

Time 010353

Series Mercury living presence

Note Mercury: 434 330-2
Insert title: Country gardens and other favorites ; C

Performer Eastman-Rochester "Pops" Orchestra ; London "P

Note Country Gardens and other favorites by Percy Grainger was recorded on May 3-4, 1959 in the Eastman Theatre in Rochester, New York. The Three Elizabeths was recorded on July 19, 1965 in Watford Town Hall, outside London
Compact disc
Program notes inserted in container

Contents Country gardens -- Shepherd's hey -- Colonial song -- Children's march -- The immovable do -- Mock Morris -- Handel in the Strand -- **Irish tune** from County Derry -- Spoon River -- My robin is to the Greenwood gone -- Molly on the shore / Percy Aldridge Grainger -- The three Elizabeths: Halcyon days ; Springtime in Angus ; Youth of Britain / Eric Coates

Subject [Suites \(Orchestra\)](#)
[Marches \(Orchestra\)](#)
[Folk songs, English -- Instrumental settings](#)
[Orchestral music](#)

Alt author [Eastman-Rochester "Pops" Orchestra](#)
[Coates, Eric, 1886-1957. Three Elizabeths](#)
[London Pops Orchestra](#)
[Fennell, Frederick](#)

Alt title Country gardens and other favorites

Here it is. Why didn't it turn up in a Title Search? It's a fairly short work, so it's on an album with a dozen other works.

The individual works here are only listed in the Contents field, not in Title or Alt Author. They can only be found through Keyword Search.

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2. Understanding how the catalog deals with part/whole relationships and uniform titles, and formulating effective strategies to find a work, includes:
 - d. Identify the uniform title of a proper-named work through use of the appropriate language.
 - We've already talked about the need to know the original language of the composer, because one CD or score might have a work titled in French, another in German, and another in English.
 - We need one uniform way to refer to the work; the standard way is to use the original language of the work (if it has text), or the native language of the composer.

Tip: If you know the title in the composer's original language, it's best to search by that form of the title.

Tip: You often can use the list of resources mentioned earlier to find the original-language form of the title.

Tip: If the work has a proper name and you don't know the title in the original language of the composer, search by the title in the language you do know.

Tip: If you can find one record of the work, look under the Title field for the uniform title in the original language. Click on this, and it will lead you to a list of titles showing all the records containing this work.

2. Understanding how the catalog deals with part/whole relationships and uniform titles, and formulating effective strategies to find a work, includes:
 - e. Identify the uniform title formation of a generic work through understanding of basic LC practices in music uniform titles
 - Works with generic titles such as “symphony” or “sonata” need uniform titles too, but they are a little more complicated. Essentially they run like this, in building blocks:
 - A plural form of the genre of the work.
 - The instrumentation of the work (unless obvious, such as “Symphonies”)
 - A catalog number (such as BWV for Bach), or opus number.
 - If the work is a smaller part of a larger set, the number of the larger set comes first, e.g. “Nocturnes, piano, op. 27, no. 2”.
 - If the work has both a catalog number and an opus number, the opus number comes second.
 - The key of the work comes last.

- Example: Nocturnes, piano, op. 27, no. 2
 - “Nocturnes” is the genre
 - “piano” is the instrumentation
 - “op. 27” is the complete set
 - “no. 2” is the specific work in the op. 27 set
- Example: Symphonies, no. 2, op. 73, D major
 - “Symphonies” is the genre
 - Instrumentation is omitted, since obvious
 - “no. 2” means it is the composer’s second symphony
 - “op. 73” is the opus number
- Example: Sonatas, piano, K. 545, C major
 - “Sonatas” is the genre
 - “piano” is the instrumentation
 - “K. 545” is the catalog number (no. 545 from Koechel’s catalog of Mozart’s works)

Tip: For a work with a generic title, you sometimes can predict the uniform title used by the catalog.

Tip: You don't have to know the complete uniform title to hit the work you want; a partial title will often do.

- If you Title Search for a partial uniform title without a catalog number, you may find matching titles from more than one composer
 - Example: “Sonatas, violin, BWV 1001” will hit the correct work because only Bach has BWV numbers
 - Example: “Symphonies, no. 2” will return the 2nd symphony of every composer in the catalog!

Tip: If the work has a catalog number, a title search will usually do; but if not, combine it in an Author-Title Search.

Let's review the main ideas of part two:

2. Understanding how the catalog deals with part/whole relationships and uniform titles, and formulating effective strategies to find a work, includes:
 - a. Knowing the fields in a catalog record where the title might be entered.
 - b. Knowing what kinds of searches will retrieve information from which fields.
 - c. Understanding the relationship between the number of works on a CD, the fields on the catalog record in which the titles are likely to be found, and the type of search that is appropriate.
 - d. Identifying the uniform title of a proper-named work through use of the appropriate language.
 - e. Anticipating the uniform title of a generic work through understanding of basic practices in assigning titles.

[Click here to go on to Part 3 of 3: What to know about limiting searches](#)

Questions? Contact Dr. Hamrick at david.hamrick@lipscomb.edu or 615-279-5754.