
Part 3 of 3: What to Know About Search Limiting

developed by David Hamrick

Screenshots copyright © 2006 Innovative Interfaces Inc. & Lipscomb University
Screenshots used in accordance with fair use policies for creation of instruction materials.
3. Knowing how to broaden or limit a search as necessary based on results involves:

a. Broadening from specific work to genre based on uniform title formation.

b. Broadening to composer when necessary, if not too many entries.

c. Knowing the material types in the music library and how to limit by them.

d. Understanding the locations represented in the online catalog and how to limit by location.
3. Knowing how to broaden or limit a search based on results involves:

a. Broadening from specific work to genre based on uniform title formation.

– When a cataloger encounters a CD or score that is a complete set of a composer’s work in a particular genre, there is a tendency to simply give it a uniform title representing the entire set, rather than adding titles for each work included.

– For example, a CD of the complete string quartets of Bartok would be given the uniform title “Quartets, strings” and left at that, without identifying each quartet by number and opus.

Tip: If a specific search for a uniform title has failed, try backing up to a more general form. For example, if a Title Search for “Quartets, strings, Sz 114” failed, try the more general Author-Title Search “Bartok” and “Quartets, strings”.
3. Knowing how to broaden or limit a search based on results involves:

b. Broadening to composer if not too many entries are presented.
   - Sometimes Title or Keyword searches fail because of incorrect spelling or misunderstanding of part/whole relationships.
   - Composer names are usually easier to identify, and less prone to misunderstanding, than titles.

   **Tip:** If Title Search and Keyword Search have failed, try the composer’s name in Author Search. If there are not too many entries, browse the items individually.

c. Knowing the material types in the music library and how to limit by them.
   - Often you may want to sort out only the recordings or only the scores from a group of results. The following animated slides will show you how:
The next four slides are animations, so just sit back and watch.

A “click to continue” message will appear when each one is finished.
“Limit this search” is an option available following a Title, Author, or Keyword Search (it is not available following an Author-Title Search).
Open the drop-down box next to “Material Type”…
Select “Visual Media” to see only results for DVD and VHS recordings.

…then click on the material type you want to see.

Select “Music Scores” to see only results for printed music.

Select “Music Rcrding” to see only results for music recordings.
Once you've selected the material type, click "Submit" at the bottom of the screen.
3. Knowing how to broaden or limit a search based on results involves:

d. Understanding the locations represented in the catalog and how to limit by location.

- There are several different collections and locations in the Lipscomb University libraries that contain music-related materials:
  - “University Reference Collection” contains non-circulating books about music, located on the 1st floor.
  - “University General Collection” contains circulating books about music, located on the 2nd floor.
  - “University Bailey Collection” is the Bailey Hymnology Collection, which is used only by appointment during weekdays 1-4 p.m.
  - “University Music Library” is the scores and recordings collection.
The location can be limited by selecting a collection from the drop-down list under “Where an item is located”.
3. Knowing how to broaden or limit a search as necessary based on results involves:

a. Broadening from specific work to genre based on uniform title formation.

b. Broadening to composer when necessary, if not too many entries.

c. Knowing the material types in the music library and how to limit by them.

d. Understanding the locations represented in the online catalog and how to limit by location.

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