

## Basic Search

Access the Summit group catalog via <http://summit.worldcat.org>, your library's WORLDCAT LOCAL installation, or the SUMMIT button in your local library catalog.

To search the Summit catalog:

1. Enter terms into search box.
2. Refine search using facets to the left of the results list. For each facet click **SHOW MORE. . .** to see more options.
3. Default results list is sorted by **LIBRARY AND RELEVANCE**. Change this, if desired, using the **SORT BY** drop-down list.

*KEYWORD SEARCH USES COMPLETE WORDS  
CONTAINED ANYWHERE IN THE ITEM RECORD*

## Searching by Subject

### More like this

### Subjects

[Running races -- Mexico --  
Copper Canyon Region.](#)

[Tarahumara Indians -- Mexico --  
Copper Canyon Region.](#)

[Long-distance running -- Mexico --  
Copper Canyon Region.](#)

[View all subjects](#)

Subject links can lead to additional items related to the search terms or criteria used.

Subjects can be split anywhere there is a [--]. If part of a subject is too specific try removing an element.

ex.: take off – COPPER CANYON  
REGION to search RUNNING RACES--  
MEXICO only

## Tips + Tools for WorldCat Local

### Search Tips

Try to start broad with your search and add words as you go.

+ Most successful searches use short phrases, not an entire topic sentence.

+ Searching **ALL FORMATS** (default setting) returns books, DVDs, CDs, article citations, and e-books.

+The words **AND** and **NOT** are searched as keywords.

+ Article searches do not automatically return full-text articles. Searchers can check to see if their home library subscribes to content by clicking **Find It @ Your Library** .

### Tools

 [Cite/Export](#)  [Print](#)  [E-mail](#)  [Add to list](#)  [Permalink](#)

These tools help the user to keep track of what's been found.

**CITE/EXPORT:** Creates a citation for the item in various styles, including APA and MLA.

**EMAIL:** Send the item's information to any email address.

**ADD TO LIST:** Create a WorldCat account and save items to a list tied to that account. This is separate from a Summit account.

**PERMALINK:** Creates a short link to the item to cut & paste.

**Search Operators, Labels, and Terms**

**Boolean**

Boolean operators allow you to group, include, or exclude certain terms in your search.

Use symbols rather than traditional Boolean operators.

PLUS SIGN	OR (CAPS) PIPE SYMBOL	MINUS SIGN	QUOTATION MARKS	PARENTHESES
<b>+</b>	<b> </b>	<b>-</b>	<b>“ ”</b>	<b>( )</b>
AND	OR	NOT	PHRASE	NESTING

**Command Line, Number, and Phrase**

Advanced search terms can be entered in the basic single search box as well as the fielded Advanced Search screen. These limiters can be entered in any combination, including:

- COMMAND LINE INDEX LABELS
- NUMBERS
- BOOLEAN
- PHRASE
- WILDCARDS AND TRUNCATION

**Index Labels**

You can use multiple index labels and multiple terms in your search.

- KW: = KEYWORD
- TI: = TITLE
- AU: = AUTHOR
- SO: = JOURNAL SOURCE
- SU: = SUBJECT

**Wildcards and Truncation**

e x a m p l e	<b>Wildcards</b>	e x a m p l e	<b>Truncation</b>
	A number sign (#) represents a single character.		Search for variations on a term.
	WOM#N <i>woman and women</i>		CHILD? OR CHILD* children, childlike, childish, etc.
e x a m p l e	A question mark (?) represents any number of characters. Use a number to specify maximum characters to replace.		
	FINE?2 fine plus up to two other characters: finer, finest		



Availability and Requesting Summit Items

 Get it from this library group **Request Summit Item**

 **7 group libraries own this item**

**Lane Community College**

 Get it from a member of the library group

 **1 of 1 available**

Location	Status	Call number	Notes
Upper Floor	 <b>AVAILABLE</b>	PS3607.R348 P75 2009	

**Lewis & Clark College** [check availability for this item](#)

**Pacific University** [check availability for this item](#)

Item records in the Summit catalog display availability at member libraries. Local library holds can not be placed from the Summit catalog.

Click the plus sign to expand availability information for an individual library.

Summit items may be requested without checking individual availability statuses.

To request items via the Summit catalog:

1. Select an item in the results list by clicking its title.
2. Click the REQUEST SUMMIT ITEM button.
3. Specify your home library when asked.
4. Log in to your library account using your library's credentials.
5. Select preferred pick-up location, if applicable.
6. Submit request using CONTINUE button.

**A LIBRARY'S LOAN RULES DICTATE ITEM AVAILABILITY DISPLAY. SOME ITEMS MAY SHOW AS AVAILABLE, YET ACTUALLY BE NON-REQUESTABLE (REFERENCE, LIBRARY USE ONLY, ETC.)**

## Talking about Discovery Tools

Sometimes users find library discovery interfaces intimidating simply because they look new. Many of the conventions used in library discovery layers are also employed in other discovery interfaces in searchers' daily lives. Grounding new search experiences in structures users have previously seen often helps alleviate anxiety.

Facebook, Netflix, Amazon, and Google(s) all provide good starting places to explain search fundamentals.

The image shows a Google search results page for the query "zombies". The search bar at the top contains the text "zombies" and shows "About 145,000,000 results (0.07 seconds)". The page is annotated with several callouts:

- top navigation**: Points to the top navigation bar containing "Web", "Images", "Videos", "Maps", "News", "Shopping", "Gmail", and "more +".
- more options in advanced search**: Points to the "Advanced search" button.
- sign in for more features**: Points to the "Sign in" button.
- search "everything"**: Points to the "Everything" button in the left sidebar.
- format facets**: Points to the "Images", "Videos", and "News" buttons in the left sidebar.
- single search box**: Points to the main search input field.
- "more" options**: Points to the "More" button in the left sidebar.
- critical thinking still required!**: Points to the search results.
- alternate results list views**: Points to the "All results" button in the left sidebar.
- sometimes even perfect keywords return imperfect results**: Points to a news article snippet.

The search results include:

- Zombie - Wikipedia, the free encyclopedia**: A link to the Wikipedia page for "Zombie".
- 5 Scientific Reasons a Zombie Apocalypse Could Actually Happen ...**: A link to an article on cracked.com.
- News for zombies**: A section titled "News for zombies" with a sub-article "Like Zombies, Mold Thrive on the Dead" from The Daily Weston.

Annotations also point to the "Any time" filter (Past hour, Past 24 hours, Past 2 days, Past week, Past month, Past year, Custom range...) and the "All results" filter (Sites with images, Timeline).

LANGUAGE IS STILL THE MOST CRITICAL PART OF SEARCHING