

HOW TO:

CUNY+

SEARCH CUNY PLUS ONLINE CATALOG (Part 2)

BASIC SEARCHES

AUTHOR:

Enter author's last name followed by first name. Or name of organization.

Examples: **a=katz william**
a=unesco

TITLE:

Omit initial articles (A, AN, and THE), accent marks, and punctuation.

Example: **t=man for all seasons**

SUBJECT:

Use only valid headings (official terms); if zero results, try keyword.

Examples: **s=computer science**
s=women--psychology

CALL NUMBER: [DPAC only]

Example: **c=ps129a55**

KEYWORD SEARCHES

Keyword searches are recommended if:

- exact author name is unknown
- exact title is unknown
- exact subject heading is unknown

Finds:

word in all fields
word in author field
word in title field
word in subject field
word in title or subject fields
phrase in all fields

Type:

k=water
k=saffady.au.
k=internet.ti.
k=criticism.su.
k=hardware.ti,su.
k=acid rain

COMBINE WORDS OR PHRASES

| | | |
|------|---------------------------|----------------------------|
| and | both words | k=pollution and air |
| or | either word or both | k=air or water |
| not | first word but not second | k=air not pollution |
| adj | second term follows first | k=jazz adj music |
| near | adjacent in either order | k=music near french |
| with | words within a field | k=tree with water |
| same | words within paragraph | k=jazz same piano |

OTHER COMMANDS AND TIPS

| | |
|--------------------------------------|--------------------------------|
| <F1> HEL p | <F2> ST Art over |
| <F5> PRE vious record | <F6> NEX t record |
| <F7> BACK page | <F8> FOR ward page |
| <F10> previous screen | <F12> EDI t last search |
| <F11> HOL dings (except DPAC) | |

| | | | |
|------------|-----------------------|------------|----------------------|
| gui | GU ide screen | ind | IND ex screen |
| rev | RE view search | edi | EDI t search |

For explain screens: **exp** (options)

To choose database type: **cho** (database name)

To search DPAC CUNY-wide: **set cat all**

- Use any case letters.
- Enter search text at **NEXT COMMAND**:
- The catalog will not display more than 500 citations for one search even if you have retrieved a greater number in result list.

QUALIFIERS

To limit by special features -

DPAC only:

| | |
|--------------|--------------------------------|
| Date | k=rain and 1992.dt. |
| Language | k=internet and eng.la. |
| Book format | k=mcclure and b.fmt. |
| Music format | k=beatles and m.fmt. |
| Video format | k=casablanca and f.fmt. |
| Map format | k=new york and p.fmt. |

DPER, NEWC, NEWB only

| | |
|--------------|----------------------------------|
| Year | k=aids and 1990.yr. |
| year range | k=aids and 1992?-1995.yr. |
| Journal name | k=dell and pc.so. |
| Abstract | k=acid rain.ab. |
| Book review | k=politics and brv.pt. |
| Speech | k=yeltsin and speech.pt. |
| Interview | k=clinton and intrv.pt. |
| Table | k=divorce and tab.sf. |
| Maps | k=jamaica and maps.sf. |
| Illustration | k=dinosaur and il.sf. |