



Tips for Searching in *NoveList*

How does the Basic Search work?

You can use the Basic Search box at the homepage to search for a title, author, series or topic. The Basic Search will search the full-text of all *NoveList* content, which means that it will look for your search terms in annotations, reviews, and feature content (articles or lists). You can also perform a more focused search right from the search box.

Notes on the Basic Search:

- By default, the AND Boolean operator will be applied between the search terms you enter in the Basic Search box. For example, typing in "space shuttle" will pull up results for space AND shuttle.
- You can use Boolean operators (AND, OR, NOT) in the Basic Search box. When you are searching a phrase which includes one of the Boolean operators, it will be searched as the Boolean operator. To search it as a word within the phrase, you must place quotation marks around the word or the search phrase.
- The Basic Search is defaulted to search in all fields, but you can search in just the author or title field using the Additional Search options. Limiting your search to a particular field will limit the feature content that is pulled up at the Result List.
- If you want to search for an exact phrase, the phrase must be enclosed by double quotations marks.

Sample Searches Using the Basic Search

Searching for books by an author:

Because the Basic Search box searches the full-text of reviews and articles, when you simply enter an author name in the Basic Search *NoveList* will search for all instances of the author name. Your Result List will contain books by the author you entered, as well as any books that have reviews that mention the author. This is great when you are looking for read-alikes for the author, as some reviews offer suggestions for fans of a certain author.

What if you only want to pull up the titles by that particular author? You can do this by using the Additional Search options under the Basic Search box.

*For example: Type **Jane Austen** in the Basic Search box, select to search **Author** and click the **Search** button. *NoveList* will pull up a list of the author's works.*

To search for an author whose name includes "de" (which is a field code in *NoveList*), enclose the name in quotations.

*For example: Type **AU "De Paola, Tomie"** or **AU "Tomie de Paola"** in the Basic Search box.*

To perform a broader search that includes an author's pseudonyms or books that list the author as a contributor, go to the Advanced Search page.

*Type **Roberts, Nora** or **Nora Roberts** in the first Find box at the Advanced Search page, select **AK Targeted Author Search** from the drop-down menu and click the **Search** button to retrieve all titles published under Nora Roberts or one of her pseudonyms.*



Tips for Searching in NoveList, Continued

Searching for a specific title:

As with searching for a specific author, you can limit this search to just the title field.

*For example: Type **Dogsong** in the Basic Search box, select to search **Title** and click the **Search** button.*

If you are searching for a one-word title or a title that contains some common words, you may pull up more than just that one title. Instead of limiting your search to just one field, you can use the Basic Search to search all fields by entering both the title and the author's last name.

*For example: Type **Speak Anderson** in the Basic Search box to quickly locate *Speak* by Laurie Halse Anderson.*

Searching for books with certain plot characteristics:

In *NoveList* you can search for plot characteristics right from the homepage using the Basic Search box.

For example:

1. *A patron wants to reread a book, but can't remember either the author or the title. It's about a boy who lives on his grandfather's farm. The grandfather will have to sell the farm if he can't raise a lot of money, fast. The boy enters a dogsled race to help raise the money.*

*In the search box, enter the words: **boy grandfather farm dogsled race**, and select to search **Describe a Plot**, to find the title: *Stone Fox* by John Reynolds Gardiner.*

2. *A patron comes to you and wants to read a book that he/she has heard about. They couldn't remember the author or the title, but remembered it was about a painting by Renoir and boating in France.*

*In the search box, enter the words: **painting Renoir boating France** and select to search **Describe a Plot**, to find the title: *Luncheon of the Boating Party* by Susan Vreeland.*

Search for a series:

You can search for a series from the Basic Search, by entering a series name or even a main character from a series and selecting to search in the Series field.

For example:

1. *In the Basic Search box, you can enter **Chronicles of Narnia** or **Kinsey Millhone**, select to search **Series** and click the **Search** button.*
2. *Your Result List will display the titles in the series, in reading order.*

If there is more than one series that matches the terms you entered you will get all of the series in the same list. To pull up only titles from a particular series click on the series link in a brief record for a title in the series, or search the exact Series Name.