

# British Columbia Regional Digitized History Toolkit

## Navigating and Searching

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## Navigating and Searching in BCRDH

BCRDH offers a number of methods for users to navigate our collections, whether you are interested in searching for something specific or just want to browse. Use the green menu on the right for more information on each method.

If you run into issues while searching and navigating BCRDH, or if you are looking for something specific and the search solutions provided in this guide are coming up short, feel free to get in [contact with us](#).

### Browsing

When navigating BCRDH you may not have a concrete idea of what exactly you are looking for, or you may prefer to browse content over targeted search. In fact, most BCRDH users prefer browsing over searching! The methods described below provide some pathways for browsing BCRDH.

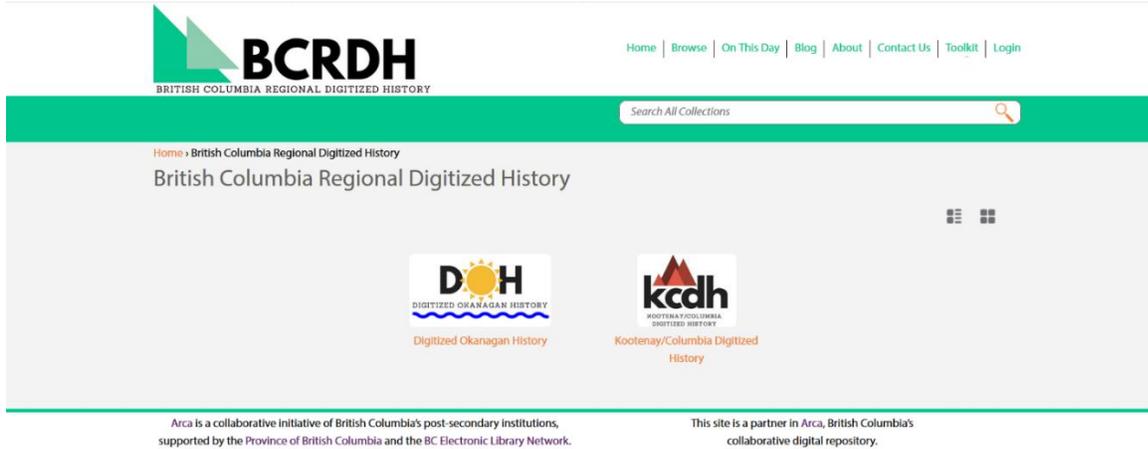
#### Browse Tab

The Browse tab is also located at the top right corner of the site.

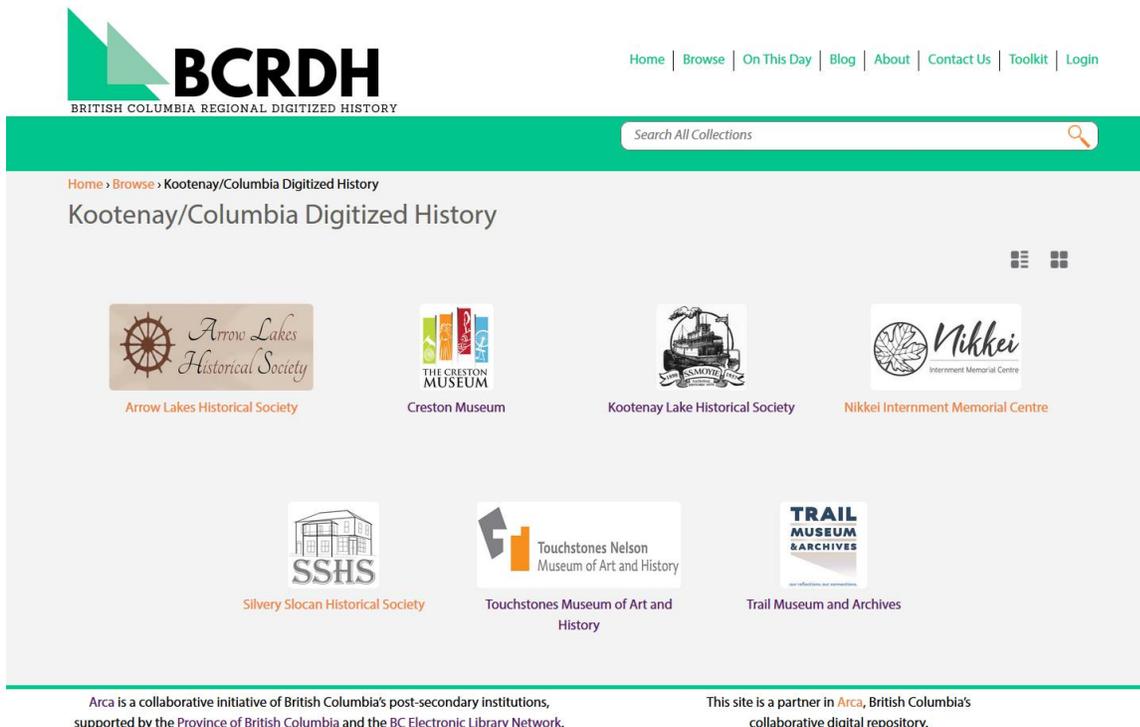


Home | Browse | On This Day | Blog | About | Contact Us | Toolkit | Logout

Once you select the Browse tab you will be directed to this page, which lists the two overarching BCRDH collections: Digitized Okanagan History and Kootenay/Columbia Digitized History.



These two collections group all of our partner repositories by region. By selecting one of the collections, you will be then be able to browse and select one of the repositories whose materials are held by BCRDH.



Once you have selected a repository, you will be able to see all of the fonds and/or collections that they have made available via BCRDH. From here, you can select a fonds or collection and navigate down the [archival structure](#).

Home > Browse > Kootenay/Columbia Digitized History > Arrow Lakes Historical Society

## Arrow Lakes Historical Society

The Arrow Lakes Historical Society Archives contain extensive archive material from the Arrow Lakes and upper Lardeau regions of British Columbia. For additional information, as well as access to the ALHS' photograph collection, see <https://alhs-archives.com>.





Arrow Lakes Historical Society  
Books & Manuscripts



Arrow Lakes Historical Society Oral  
History Interviews



E.R. Redpath fonds



Ichiro Shiino video fonds



Milton Parent Interviews



Nakusp Figure Skating Club  
Programs

Arca is a collaborative initiative of British Columbia's post-secondary institutions, supported by the Province of British Columbia and the BC Electronic Library Network.

This site is a partner in [Arca](#), British Columbia's collaborative digital repository.

## Linked Data

While navigating BCRDH you may notice that certain fields in the description contain links. These links connect people, subjects, geographic subjects (location), and sources (repositories) so that you are able to see all of the items that have that use the same term, originate from the same source or creator, or depict/mention the same person.

For example, while browsing you may find that you would like to find items that are thematically similar to the one you are looking at. In this example, you could select the subject "Parades & processions" to return materials with the same subject.

## Description

- Details

<b>Title</b>	Automobile in Moose Mouse parade
<b>Date</b>	1992
<b>Extent</b>	1 photograph : black and white
<b>Subject</b>	Parades & processions
<b>Geographical Subject</b>	Sicamous (B.C.)
<b>Source</b>	Sicamous and District Museum and Historical Society
<b>Local Identifier</b>	Archives Image: Miscellaneous Envelope, #32
<b>Rights</b>	Images provided for research and reference use only. Permission to publish, copy, or otherwise use these images must be obtained from Sicamous and District Museum and Historical Society: <a href="https://www.sicamousmuseum.ca/">https://www.sicamousmuseum.ca/</a> <a href="http://rightsstatements.org/vocab/CNE/1.0/">http://rightsstatements.org/vocab/CNE/1.0/</a>
<b>Genre</b>	photographs
<b>Type</b>	still image
<b>Notes</b>	PH note: Originally ingested 20190121. Global edits applied 20191010 with incorrect accessIdentifier: SICA_01_M0015. Corrected 20200311.
<b>Access Identifier</b>	SICA_01_ML_032_ed.tif

Map

Arca is a collaborative initiative of British Columbia's post-secondary institutions, supported by the Province of British Columbia and the BC Electronic Library Network.

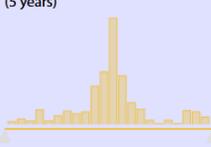
This site is a partner in Arca, British Columbia's collaborative digital repository.

Home > Parades & processions <sup>(6)</sup> > Search results

### Refine Your Search

Date

1895 - 2005  
(5 years)



Filter

Specify date range: Show

Source

- Trail Historical S... (108) +-
- Osoyoos and Di... (84) +-
- Greenwood Mu... (77) +-
- Kootenay Lake ... (62) +-
- Hedley Museum (47) +-
- Falkland Histori... (37) +-
- Enderby and Dis... (35) +-
- South Similkam... (33) +-
- Sicamous and D... (24) +-
- Armstrong Spall... (20) +-

Show more

## Search Results

Displaying (1 - 20 of 595)

1 2 3 4 5 ... next last >

	<p><b>Title</b> Nelson pipe &amp; drum band in Kaslo Diamond Jubilee parade</p> <p><b>Date</b> 1953-08-15</p> <p><b>Is Part of</b> Kootenay Lake Historical Society Photograph Collection</p> <p><b>Source</b> Kootenay Lake Historical Society</p>
	<p><b>Title</b> Labour Day parade floats</p> <p><b>Date</b> 1947</p> <p><b>Source</b> Greenwood Museum</p>
	<p><b>Title</b> Nelson pipe &amp; drum band in Kaslo Diamond Jubilee parade</p> <p><b>Date</b> 1953-08-15</p> <p><b>Is Part of</b> Kootenay Lake Historical Society Photograph Collection</p> <p><b>Source</b> Kootenay Lake Historical Society</p>
	<p><b>Title</b> Kaslo Diamond Jubilee Queen parade float</p> <p><b>Date</b> 1953-08-15</p>

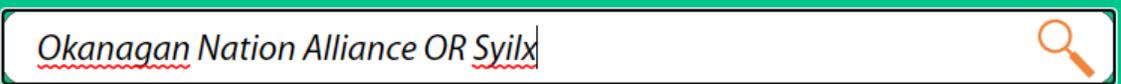
## Searching

When a search term is entered into the search box, BCRDH will return any occurrences of the character string that appears in our descriptive information (also known as [metadata](#)), or in any recognized text in documents that have undergone [Optical Character Recognition \(OCR\)](#). While searching using keywords are a good first step to the information retrieval process, you may find that the results returned by BCRDH are not exactly what you were looking for. The methods mentioned below are specific to BCRDH's search engine and can be used to refine your search to return optimal results.

### Boolean Operators

Boolean operators allow users to create logical search queries that include or exclude certain keywords. Most search engines allow the use of Boolean operators, but not all engines use the same kinds. BCRDH utilizes the Boolean operators "AND", "OR", and "NOT" in search queries.

An "OR" statement is used when you want your search query to return results for more than one keyword(s), but it does not matter which of the keywords are matched. This is especially useful when you are searching for a topic that may be described in a variety of ways. For example, if you were looking for information about the Okanagan Nation Alliance you might want to write a query like: "Okanagan Nation Alliance OR Syilx". This would ensure that you were returned results with either keywords present.



*Okanagan Nation Alliance OR Syilx*

An "AND" statement is used when you want your search query to return only results that include more than one keyword. For example, if you were looking for images that included both a baby and a dog, you could write the query "baby AND dog".

A "NOT" statement is used when you want to ensure that certain keywords are not being returned in your results. This is particularly helpful if you find that your search queries are returning results that you do not want. For example, if you were looking for information about labour in the B.C. Interior, but you kept getting unwanted results for Labour Day, you could write the new query: "labour NOT day".



*labour NOT day*

In addition to "AND", "OR", and "NOT" statements, you can also use quotes and brackets to further limit your search and create query strings. Putting quotes around keywords forces the search engine to only return results where the keywords are in the exact order specified. Brackets allow you to create segments within your query that can then be further limited by a Boolean operator. For example, if you were looking for information about nursing during the Spanish Influenza you might write a search query like: ("Spanish flu" OR "Spanish influenza" OR "influenza pandemic" OR "la grippe") AND (nurses OR nursing). This query makes the search engine look for results that fit any of the terms in the first set of brackets AND any of the terms in the second set of brackets. The quotes around the terms in the first set of brackets also ensures that you will not receive results about nursing during a different flu.

### Wildcard Search

Wildcard searches are used to simplify search queries. Wildcards are represented by a lucene character, in most cases a "\*", and supplement one or more potential characters in a string. BCRDH has limited functionality for wildcard searching for dates only. For example, if you were searching for materials from the 1920s, you would search \*192\* in the date field. This would ensure that all materials from the 1920s were returned in your results, whereas searching the phrase "1920s" would only return results that had been described with that exact term. Currently, wildcard or truncated searching outside of the date field will not work. To expand your query, you will need to use a Boolean statement instead.

Field	Search terms
Date	*192*

### Subject Headings

BCRDH uses two major controlled vocabularies to classify our materials: the [Thesaurus for Graphic Materials \(TGM\)](#) is used to classify photographs, and the [Library of Congress Subject Headings \(LCSH\)](#) is used to classify textual records. Both controlled vocabularies are maintained by the Library of Congress. Using a subject heading term in your search will return any items that have been classified under that heading, but you can also select a subject heading link from a metadata record to see other items that have been classified under that heading. These links can be found under the "Subject" field on an item record.

<b>Description</b>	Student Andrea Johnson interviews Carl Flayton about Armstrong sawmills and the early forestry industry in the Armstrong Spallumcheen area.
<b>Subject</b>	Forestry Sawmills

There are some cases where your keywords may be misaligned with the subject headings used by our controlled vocabularies. For example, if you were conducting research on forestry and logging and searched using the keyword "logging," you would find that BCRDH returned results with logging in the title, but would exclude other results. This is because TGM uses the subject heading "lumber industry" over "logging." By searching for the term "lumber industry" instead you would receive more results. This can be particularly helpful if you are searching for something specific, but there are multiple synonyms that the resource could be described under. Both the TGM and LCSH sites allow you to search for terms and will point you toward headings that have been discontinued, as well as broader and narrower headings for a particular topic. However, there are terms in TGM and LCSH that may not have a match in BCRDH. If you are looking for something specific and cannot find a subject match you may need to try some of the alternative search strategies mentioned on this page. If you still have issues afterwards, feel free to get in touch with us and we can offer more research support.

## Faceted Search

Faceted search allows you to refine your search according to certain parameters. BCRDH allows users to refine their searches by date, genre, source, and type. To access search refinement features, first enter a search query and wait for your results to load. The Search Refine menu will appear to the left of your results. For some facets, you will need to select "show more" to see the entirety of your options.

### Date

To limit your results by date you have two options:

Drag the arrows on the histogram to include only the date range you are looking for. The histogram's bars visualize the amount of results per date range, so that you can be sure that your date range will not exclude all of the results. The histogram only allows for refinement by five-year periods.

Specify an exact date range. To use this feature, first select "show" beside the "Specify date range" option. To use this feature, enter in the exact date range you would like in the "from" and "to" fields.

Once you have finished limiting your results press the "filter" button to update the page.

### Refine Your Search

Date

1870 - 2020  
(5 years)



Specify date range:

Format: 2020/09/16

**From :**

**To :**

## Source

Source limits your results by the repository that supplied the material. This can be helpful if you are looking for material from a specific repository, or you want to limit your results to materials held by repositories in a particular geographic area.

### Source

- Trail Historical S... (5096) +-
- Hedley Museum (2813) +-
- Enderby and Dis... (2454) +-
- Kootenay Lake ... (2186) +-

## Genre

Genre limits your results by the form, or cultural category, of the record in its original form. This can be helpful if you are looking for specific material formats like photographs, maps, or interviews.

### Genre

- **photographs** (26710) +-
- newspaper (5535) +-
- minutes (admini... (155) +-
- interview (116) +-
- map (107) +-
- minute books (106) +-
- periodical (91) +-
- records (docum... (82) +-
- registers (lists) (73) +-
- meetings (36) +-

## Type

Type describes the form of the object – for example, image, text, sound recording, video recording are all different “types.”

### Type

- still image (27236) +-
- text (6216) +-
- sound (548) +-
- sound recording (40) +-
- moving image (20) +-
- mixed material (16) +-

To limit your search to a single source, genre, or type you can simply select the link that you would like to limit your search by. If you would like to exclude a source, genre, or type select the minus (-) button beside the option you would like to exclude.

Faceted search can be used to refine a query what you have explicit criteria for what you are looking for. For example, if you were looking for the [March 26, 1908 issue of the Kelowna Courier & Okanagan Orchardist](#) you may type "Kelowna Courier" into the search box and then use the Date facet to limit your search to items between March 1908 and April 1908.

Specify date range: [Hide](#)  
Format: 2020/09/17  
**From :**   
**To :**

However, faceted search can also be used as a mode of discovery. If you were interested in browsing the photographs hosted by BCRDH, but had nothing specific in mind, then you could perform a blank search and limit your search to just photographs using the Genre facet.

### Advanced Search

[Advanced search](#) has to be accessed through BCRDH's homepage, and allows you to form a complex search query that takes advantage of multiple search strategies. Creating a query using advanced search is made up of three elements:

Field. This dropdown menu allows you to choose which field of metadata you would like your keywords to parse.

Search terms. This is an open text field where you can enter the keywords or query that you would like limited to the field that you selected

Boolean operator. This dropdown menu allows you to choose the Boolean operator that dictates the relationship between the field you just filled out and the one below it.

The plus and minus buttons beside these fields allow you to add or remove additional fields to your query. Using the advanced search feature can be helpful for researchers who are comfortable writing advanced queries or are looking for specific materials.

For example, let's say you were searching for materials on logging and forestry in Kelowna or in Penticton. Using the advanced search feature you could build a query like the one below:

### Advanced Search

View Edit Track Node export

<b>Field</b>	<b>Search terms</b>			
Subject	lumber industry	+	-	AND
<b>Field</b>	<b>Search terms</b>			
Geographic Subject	kelowna	+	-	OR
<b>Field</b>	<b>Search terms</b>			
Geographic Subject	penticton	+	-	

Search

This limits our search so that only results will return that:

Were classified with the subject heading "lumber industry"

Were geographically located in either Kelowna or Penticton

There are numerous different combinations that can be used utilizing the advanced search feature, or using any of the other search features outlined in this guide, to ensure that you are receiving optimal results when using BCRDH. Happy searching!

## Conducting Archival Research

### Start with a Research Question or Topic

The key to conducting archival research, or any kind of research, is to know what you would like to find. Depending on your research question, you may need to broaden or narrow your search when using BCRDH. For example, if you were looking for information on the history of breweries in Kelowna, just searching "Kelowna" would be too broad and return over four thousand results. If you were to instead search "Kelowna AND Breweries" it would be easier to find sources related to your topic.

### Give Yourself Time

Since BCRDH predominantly contains unpublished, primary sources the research process can differ substantially from using a library catalog or search engine. When using a catalog the results returned to you are organized and described at the item level and generally consist of published materials that are intended to be read or used by a wider audience. In contrast, primary sources are often created for an alternative purpose, but are retained by archives or

museums for their permanent historical, informational, administrative, or fiscal value. As a result, it can take time to find the information that you are looking for and it may be in a form that is harder to digest.

### Understand How Archives are Organized

Libraries organize materials primarily by subject and at the item level. If you were to go to a particular section of a library you would find that the items next to each other would all have a similar subject. Unlike libraries, archives are organized hierarchically and [provenancially](#). This primarily means two things for you as the researcher: 1) that [collections](#), or [fonds](#), will be organized according to the person or organization that created them and 2) that you may need to navigate up or down the hierarchy of the collection/fonds to understand the context of the item you are looking at.



Since the organization of libraries and archives are so different, you may want to start by thinking about where the information you are looking for may have originated with or been created by. In addition to using keyword searches like you would in Google, it can be helpful to search for important people or organizations related to your topic. Further, since archives are not organized by subject you may not find an exact match for a search term, and may need to try adjacent search terms, broader search terms, or synonymous search terms to find material relevant to your research topic. Once you have selected a result, you may also need to navigate up or down the archival structure to gain context for the result or to find more relevant information.

### Still Having Trouble?

If you are having difficulty locating resources in BCRDH that are relevant to your topic, it is worth considering the following questions:

- Have I considered which individuals or organizations would have created material relevant to my topic and are they represented in BCRDH?
- Am I looking for primary or secondary sources?

- Have I tried searching for synonyms of my topic?
- Is BCRDH the appropriate place to conduct my search? Or is there another portal or resource that would better search my topic?
- Has the material I am looking for been digitized yet?
- Has the material I am looking for been preserved by a memory institution? Or have I found an [archival gap](#)?

If you are still having difficulty finding what you're looking for, [send us an email](#) and we can point you in the direction of sources related to your research topic.