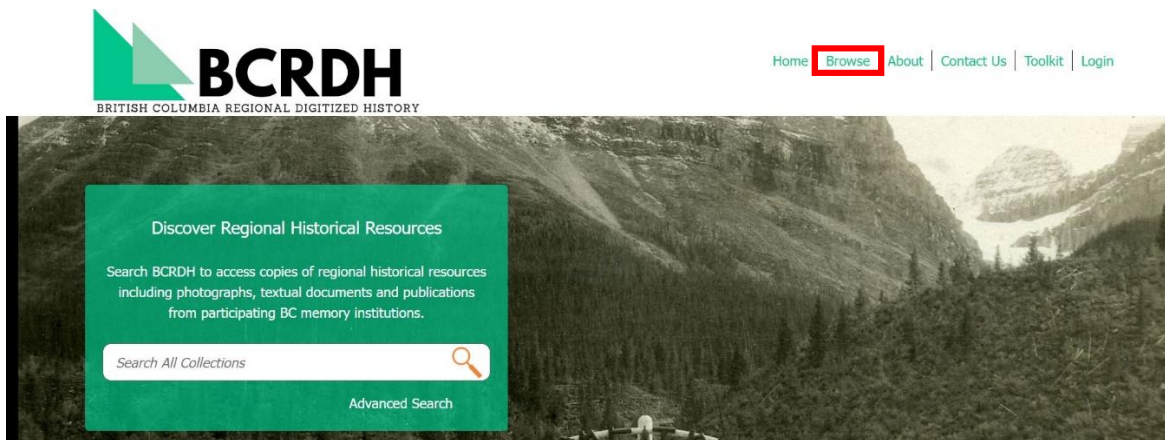


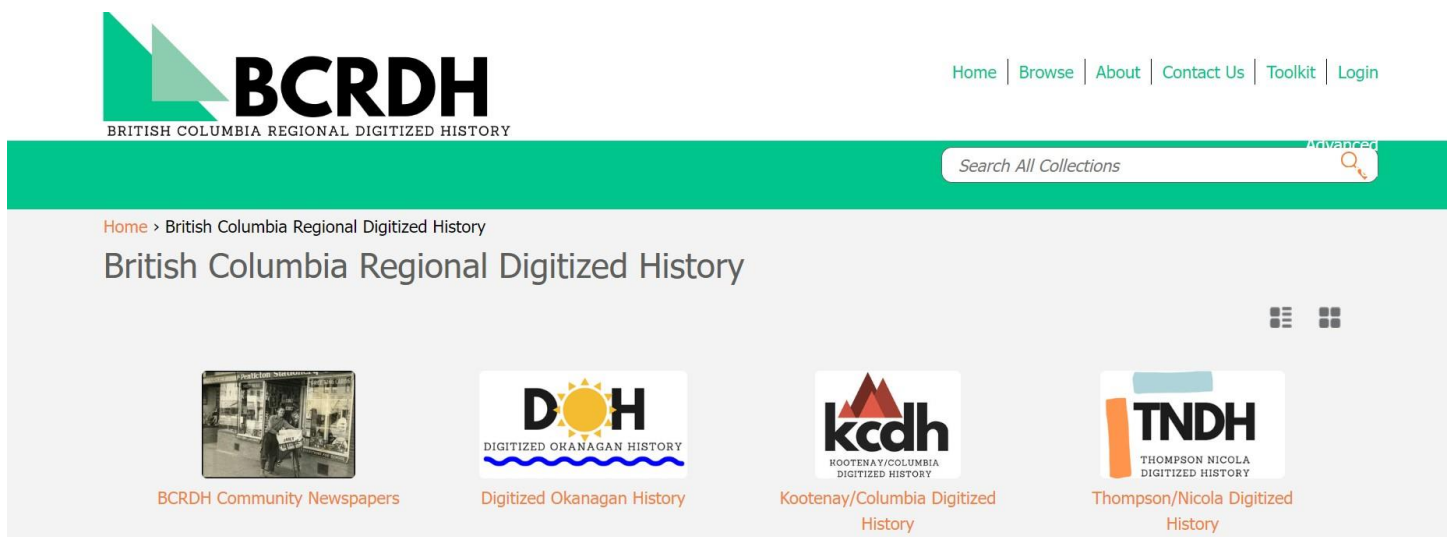
Navigating and Searching BCRDH

Browsing

When accessing BCRDH users may not have a concise idea of what they are looking for, or may just prefer browsing content over a targeted search. Begin by selecting the 'Browse' button on the main menu which will direct you to a page featuring our regional collections and newspaper collection.



The three regional collections, Okanagan, Kootenay/Columbia, and Thompson/Nicola, contain partner repositories grouped by region. The Community Newspaper collection contains all of BCRDH's digitized newspapers. Different browsing and searching techniques may be used if you are interested in newspapers and this information is available on the 'Navigating & Searching page.' Select any of these collections to browse down further. This example will use Kootenay/Columbia Digitized History.



Home > Browse > Kootenay/Columbia Digitized History

Kootenay/Columbia Digitized History

View IP Embargo Manage MARCXML Edit metadata

Select the icon of one of the BCRDH partner repositories to access their digital content. This example will use Revelstoke Museum & Archives.

Home > Browse > Kootenay/Columbia Digitized History > Revelstoke Museum & Archives

Revelstoke Museum & Archives

View IP Embargo Manage MARCXML Edit metadata

Select a collection to browse the contents!

Searching

To facilitate retrieval, BCRDH provides a simple search box on the home page. By default, words or character strings entered will be searched across all holdings of all partners. The result list will return all records where the search term appears anywhere in the descriptive records or from recognized text documents that have undergone Optical Character Recognition (OCR). While this is a very thorough method of retrieving information, it can return an overwhelming amount of results. To refine results a combination of the following search strategies may be helpful. **Boolean Operators**

Boolean operators allow for the creation of 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 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 searching for a topic that may be described in a variety of ways. For example, looking for information about nurses you might want to write a query like: "nurses OR nursing". This would ensure the return of all results with either keywords present.



An "AND" statement is used to return only records that include more than one keyword. For example, if you were looking for digital objects that included both a baby and a dog, you could write the query "baby AND dog".



A "NOT" statement is used 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".



In addition to "AND", "OR", and "NOT" statements, quotes and brackets can be employed to further refine searches and create query strings. When entering more than one word or character string it is necessary to use quotations around the search term to bring back exact results. Take for instance the case of a search for New Denver. If this is put in as a search term without quotations then the result list will include all records including "new" or "Denver". Entering "New Denver" as a search term with quotations will return only those results where the two terms appear in the exact order specified. This is also the case for names. For example, "Margaret Ormsby." The application of brackets allows for the creation of segments within queries that can then be further limited by a Boolean operator. For example, for a search 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 causes the search engine to return 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 results about nursing during a different flu will not be included.

Wildcard Search

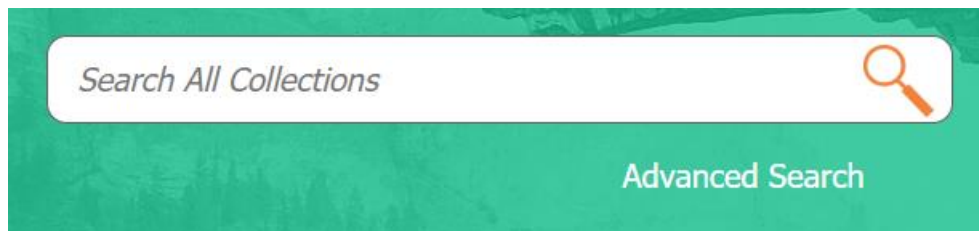
Wildcard searches are used to simplify search queries. Wildcards are represented by a lucene character, in most cases a "*", and supplement one or more potential characters in a string. BCRDH functionality allows only for wildcard searching for dates. For example, to find materials from the 1920s, you 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.

Subject Headings

BCRDH uses two major controlled vocabularies to classify our materials: the Thesaurus for Graphic Materials (TGM) is used for photographs, and the Library of Congress Subject Headings (LCSH) is used for 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 click on a subject heading hyperlink from a metadata record to see all of the other items that have been assigned that subject heading. These links can be found under the "Subject" field on an item record

Advanced Search

Advanced Search is accessed below the search box on the BCRDH homepage, and allows for the creation of 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 for the selection of specific metadata fields 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.

Home > Advanced Search

Advanced Search

Field	Search terms			
Title		+	-	AND
Title		+	-	

Search

Search Tips

- Click the + button to add more fields to your search.
- Use **AND** between terms to find items with **all** the terms.
- Use **OR** between terms to find items with **any** the terms.
- When using the Date search, use * as a wildcard. For example, use ***1964*** to find everything in 1964 or ***196*** to find everything in the 1960s.
- Select the Name/Creator field to search for items authored or created by an individual.
- Select the Subjects field to search for items about an individual.
- Select the Full Text field to search within book or newspaper items.

Filtering

Navigate to the 'Refine Your Search' box on the left side of the page which provides a number of filters to make search more specific.

The image shows a sidebar with four filter sections: Format, Newspaper Title, Source, and Genre. Each section has a list of items with counts and expand/collapse icons (+/-). The 'Format' section lists text (9322), still image (2), and audio (1). The 'Newspaper Title' section lists Kelowna Courier (4140), Penticton Herald (1355), Vernon News (1087), Fernie Free Press (767), The Armstrong ... (606), Summerland Re... (573), Oliver Chronicle (288), Kootenay Express (193), Valley Voice (152), and Prospector (53). The 'Source' section lists UBC Okanagan ... (4333), Okanagan Colle... (2442), Fernie Museum (767), Armstrong Spall... (609), Summerland M... (573), Oliver and Distri... (288), Arrow Lakes His... (152), Roman Catholic ... (53), Okanagan Histo... (42), and Falkland Historic... (26). The 'Genre' section lists newspaper (9263), periodical (50), records (docum... (3), school yearbooks (2), biography (1), book (1), guidebooks (1), interview (1), and photographs (1).

Filtering by format

Format describes the form of the object – for audio, moving image, still image, or text.

Filtering by Newspaper Title

The newspaper title facet allows you to limit your search to results from a specific newspaper publication.

Filtering by source

Source limits 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 specific geographic area

Filtering for 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, newspapers, or videos.

Filtering for date

Using the 'Refine Your Search' bar can further limit results to a specific date range. The yellow histogram visualizes the distribution of search hits across time. Each bar represents a 5-year range which is displayed by hovering over the bar. Select a date range of interest by using the moveable arrows at the bottom of the graph and click 'Filter.' If you are searching for a more specific date range, click the 'Filter' button to expand search options. You can then enter your desired date range in the 'From:' and 'To:' fields in a YYYY/MM/DD format. Click 'Filter' again to filter the search results.



Refine Your Search

Date
1898 - 1957
(decades)

Filter

Specify date range: Hide
Format: 2023/03/07

From : 1898/01/01

To : 1948/01/01

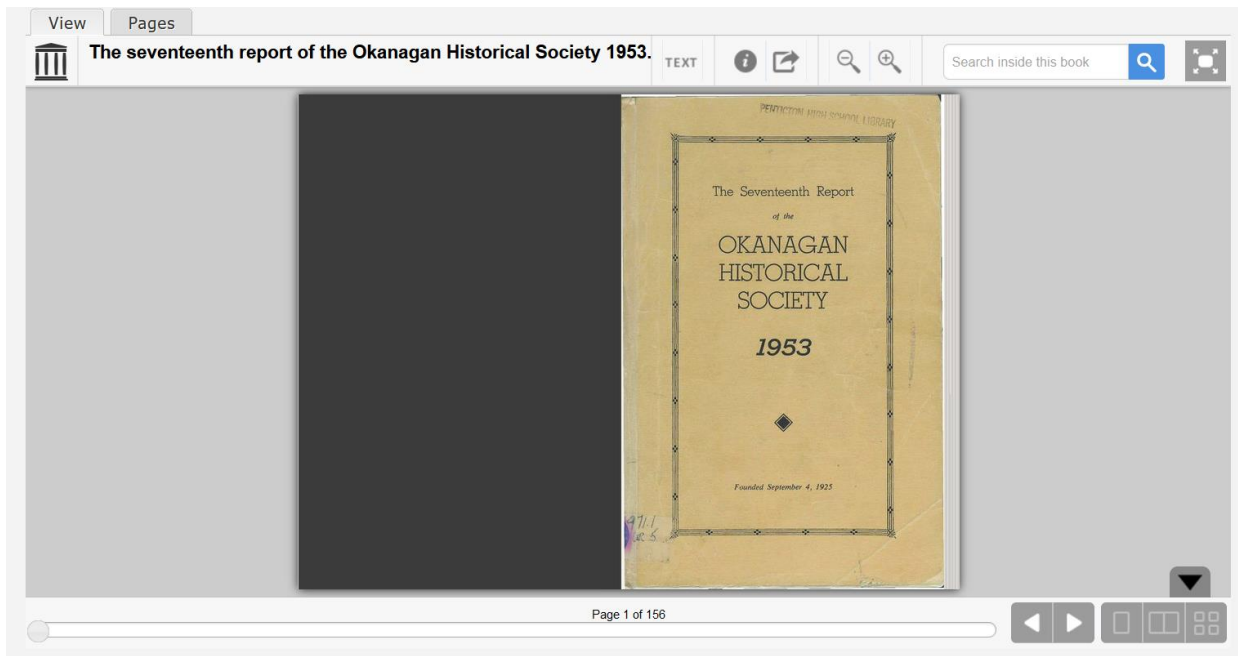
Filter

Searching and Reading Typescript Content

BCRDH has a variety of textual materials, including newspapers, periodicals, yearbooks, and more. When you select material of this format from either a browse or search you will be taken to the Internet Archive Bookreader.

TURNING VIRTUAL "PAGES" AND VISUAL ACCESSIBILITY

- Use the forward and backward arrows on the lower right of the page
- Use the "full screen" toggle button to maximize the newspaper content in your browser window;
- Use the magnifying glass with – or + to magnify the image. Once magnified, two new scrolling bars will appear to help you navigate the page. You can also click and drag the image to navigate around the enlarged page text.



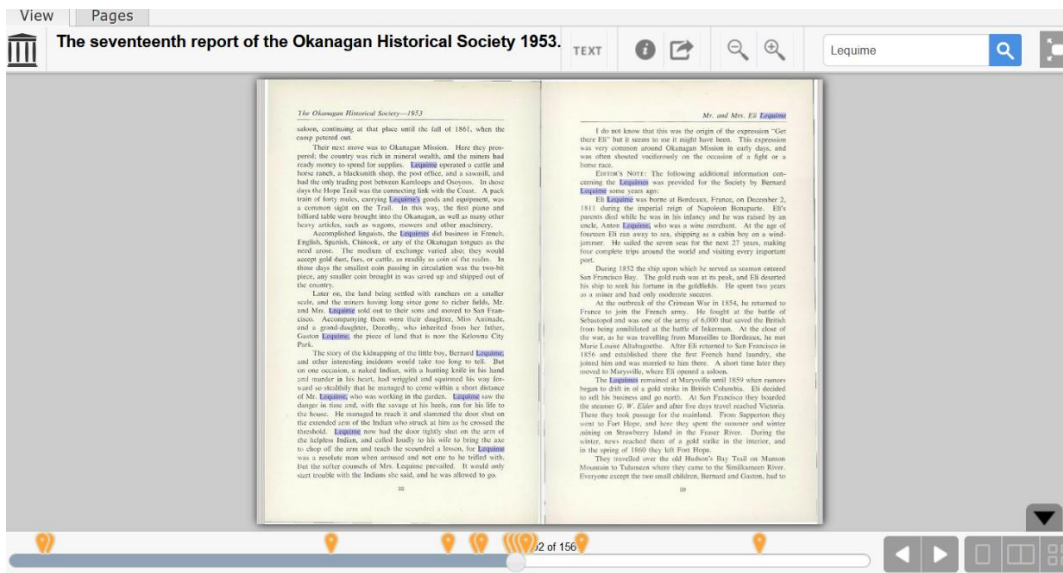
SEARCHING WITHIN A BOOK

If you have arrived at the book from a search, no additional searches will be needed to find terms of interest at the issue level.

If you have arrived at the issue via “browse” you can search within an issue to locate terms of interest.

Perform a search within the issue for a specific word or phrase. Enter your term (Ex. ‘Lequime’) into the “Search inside this book” box, and hit the magnifying glass to perform the search. All recognized occurrences of the term will be highlighted in blue, and orange location markers will appear on the bottom sliding bar to show the pages on which the term occurs.

Click on a location marker to be directed to the page. Hovering over the location marker will give a snippet of the search term in its context.



If you want to search a new term in the issue you may create a new search in the book through the “Search inside this book” field where the initial search term is visible.

USING BCRDH CONTENT

All content in BCRDH is provided for research and reference purposes only. Newspapers in particular may be under active copyright. If you wish to reproduce any material in BCRDH, please contact the source repository for advice.

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