

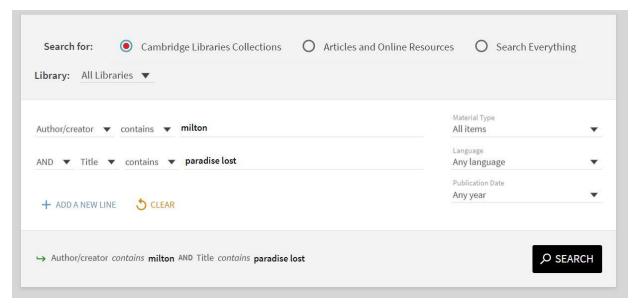
Searching for Special Collections Material in iDiscover

The special collections held in many Cambridge libraries are listed in iDiscover. This includes early printed books, manuscripts, and modern books which the owning library considers special for some other reason such as because it was given by a college member.

If you cannot find the item you are looking for, it is a good idea to ask the relevant librarian as some historic collections may be listed only in card catalogues or printed catalogues, or online databases such as ESTC.

A simple search will return many results in which your key words will occur anywhere in the record. The best starting point for searching for a physical item for which you know the title or subject is an advanced search, limiting to Cambridge Libraries Collections:

• Type your search terms in the search boxes, using the drop down menus if you know what you want to search, or using general keywords:



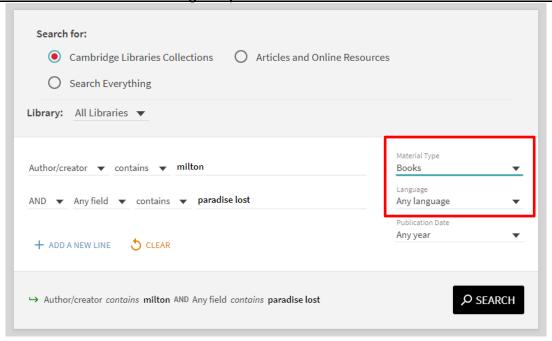
Click on to retrieve your results.
This will search across all Cambridge libraries and collections (print and electronic).

Note: If you are looking for a particular title then use "..." around the title.

If you wish to limit your search to particular languages or types of material this can be done before the search to limit the number of results returned.

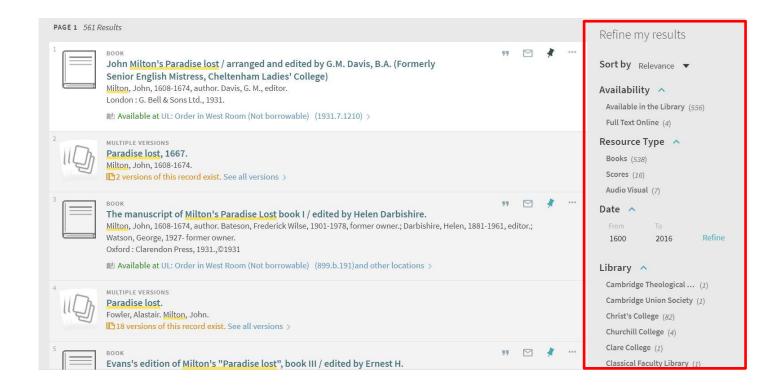


QUICK GUIDES TO iDISCOVER: Searching for special collections material



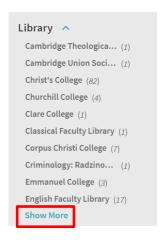
Results for books printed before 1900 and other items which the owning library has classed as Special Collections will be listed individually, so you may see several records for the same title. These records may have copy-specific information about each library's copy, such as details of bindings, annotations and condition. You can refine your results in many different ways.

 Use the 'Refine my results' options on the right side of the results screen. (See Quick Guide: Refining, expanding and ordering your results)





Refine to items held in a particular library using the 'Library' area of the 'Refine my results' list.
Note: Click on the 'Show more' label at the bottom of the list to see all the options in that list:

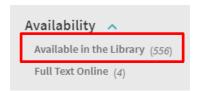


To refine these results further, for instance to find the oldest original material, and not modern books relating to the title, use the 'Sort By' feature on the right of the search results screen:

• Sort the results by 'Date – oldest' to see the oldest entries first:



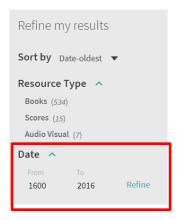
Note: The results list will include digitised versions of books where these exist, so you can also limit to 'Available in the Library' which will give only books which are physically available in a library somewhere in Cambridge.



Note: Early printed items which have uncertain dates may also come at the top of your list when sorted by Date-oldest; you can avoid this by refining your set of results further by date. The system will give default



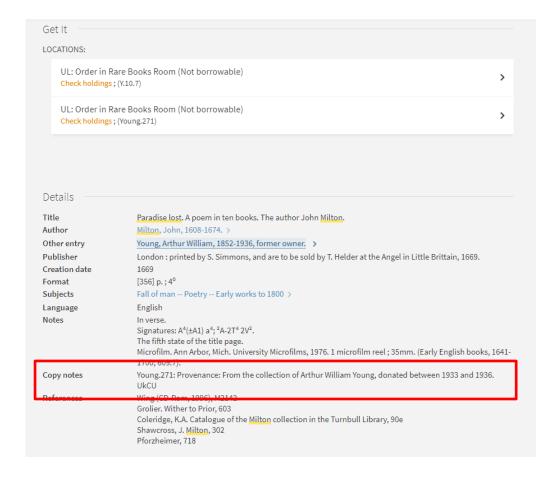
dates which you can search between, based on the results of your search. You can refine down to a single year.



See also: Quick Guide: Advanced searching methods

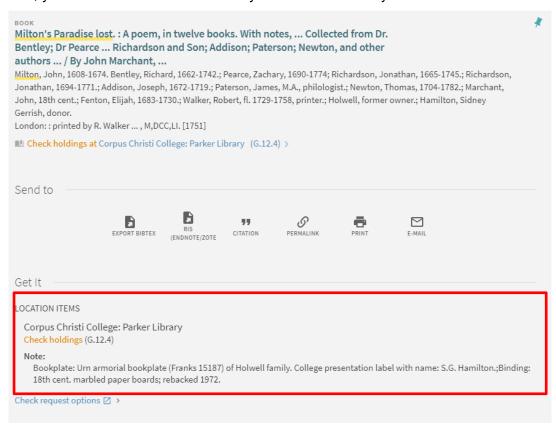
If you are looking for copy-specific information you can add keywords to your search such as "former owner", binder, binding etc.

 To see this information, click on the title or classmark of the item you are interested in and view the full record. It is usually found either in the 'Copy notes' part of the record, or next to the classmark, so check both places.





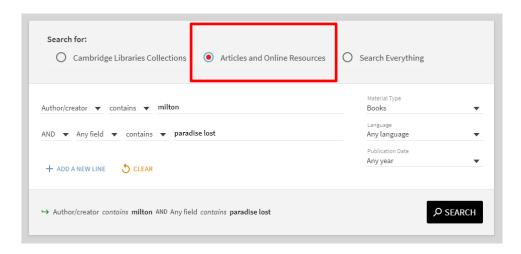
Note: In this example, the code 'UkCU' refers to the University Library and these notes refer only to the copy held there. When searching for pre-1900 books and special collections, you will only see notes that refer to the specific copy of the book in the record you are viewing. To compare multiple copies across several libraries, you will need to view each library's record individually.



Note: Special Collections material in the University Library cannot currently be requested electronically; you will need to fill in a paper request form in the relevant reading room.

To request special collections material held in other Cambridge libraries, contact the relevant librarian.

If you wish to search only electronic databases of special collections material, such as EEBO or ECCO, select 'Articles and online resources' at the start of your search.



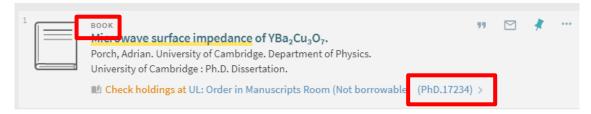
Searching for maps, music and official publications.

There are separate guides to the best ways to search for these types of material.

Searching for Cambridge University theses

All Cambridge University PhD theses from 1921 onwards are held at the University Library and all those from 1970 onwards can be found in iDiscover, with incomplete coverage for earlier years. All pre-1970 theses can also be found in a card catalogue in the Manuscripts Reading Room at the University Library. You may find two types of result, printed copies and electronic copies.

For printed copies of theses, the results will be labelled as 'Book' in the results list:

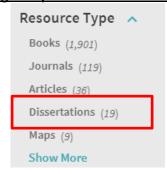


- The classmark for the thesis will be shown on the brief record in the results list.
- Theses need to be ordered in the Manuscripts Reading Room at the University Library. They cannot be requested online at present.

From October 2017 all Cambridge PhD theses will be submitted in both electronic and hard copy forms. If the item you are searching for is available electronically in the Apollo online database, you can click on the green 'online access' link which will take you directly there.



 To limit your search to electronically available theses, refine your search with the resource type Dissertations.



Searching for archives and manuscripts

Archives and manuscripts are not generally catalogued in iDiscover. Many manuscripts and archives can be found in the Janus catalogue, but not all collections are included yet or catalogued fully.

To access the Janus catalogue, go to https://janus.lib.cam.ac.uk/ where you will also find extensive guides on how best to use it.