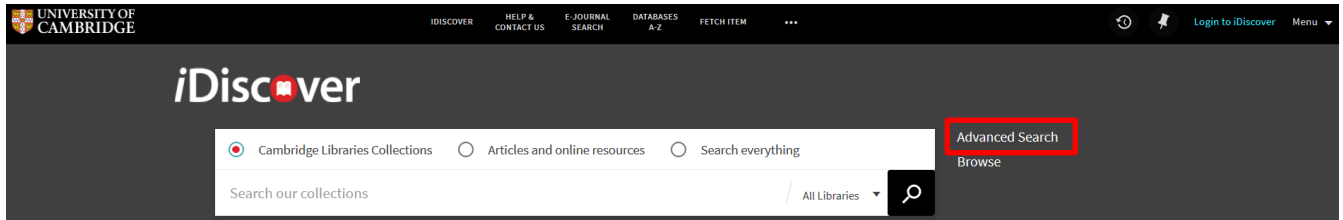# Advanced Searching Methods in iDiscover

1. Advanced searching

- Click on the 'Advanced Search' option (to the right of the iDiscover search box):

- This opens the advanced search screen to allow/begin refining your search further.

Note: If you do a simple search and then select '[ ] ADVANCED SEARCH', iDiscover will carry forward the search term you have already entered. Similarly, if you begin a search in [ ] ADVANCED SEARCH and then return to SIMPLE SEARCH, the search term will also be carried through.

2. Refining your advanced search

- Use the drop down boxes in the advanced search screen to define your search criteria in detail:

- You can use 'AND', 'OR' and 'NOT' as options for refining for each additional line within the search query.
- Select 'Any field' to choose from title, author/creator, subject or classmark.
- Select 'contains' to decide if the search should *contain*, *be exact* or *start with* the search word.
- You can add additional lines and criteria by selecting '**+ ADD A NEW LINE**'.

    Note: As you add new lines, the overall search query appears at the bottom of the screen
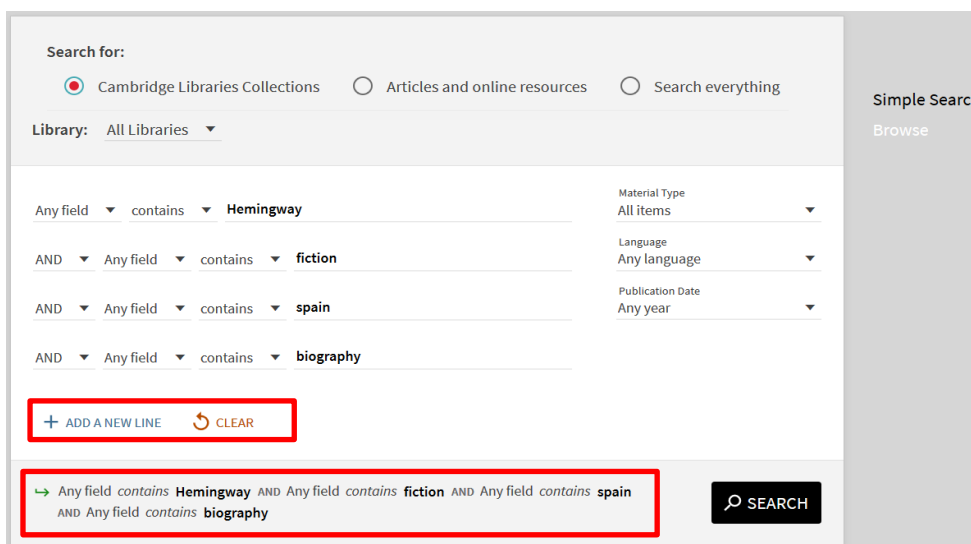
- To remove your advanced search details, use: ⟲ CLEAR .

- You can also limit results to:
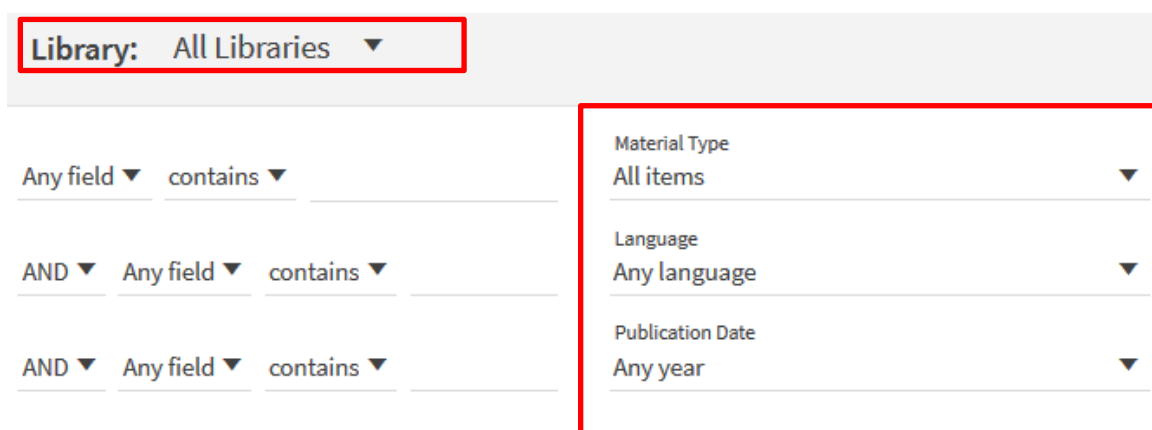
  o **Library:** Choose from Books, eBooks, Online Resources, or a specific library
  o **Material Type:** Articles, Journals, Images, Audio Visual or All items
  o **Language:** A range of languages
  o **Publication Date:** Any year, a specific date, last year, last 2 years, last 5 years, last 10 years, last 20 years

  Note: You can also use the filters in the 'Refine my results' area of the results page for precise dates (See Quick Guide: Refining, expanding and ordering your results).

- Click on 🔍 SEARCH to retrieve your advanced search results.

3. Truncation Searching

If you are not sure of a spelling (of multiple letters) or want to retrieve similar words (e.g. London, Londoner), you can use the '*'. A search for "parad* lost" will retrieve results for 'paradise lost', plus any results for e.g. 'parade lost'. This works in both the simple and advanced search.

4. List of results

When you search for items, a list of results is displayed:

- The number of results and pages are shown in the top left of the screen.
- Each result has an icon (or book cover) followed by a brief description of the item.
- Result information includes: title, author, resource type (e.g. book, article, review). There are also links to see where the item is located or if it is available to access online as full text.

- Search results are paginated and there is a page-turner icon ![PAGE 1] to turn to more pages and load more results (or click on the 'load more results' button which appears at the bottom of a page).
- Click on a record to view the detailed results information (you can also open results in a new window or tab by right clicking):
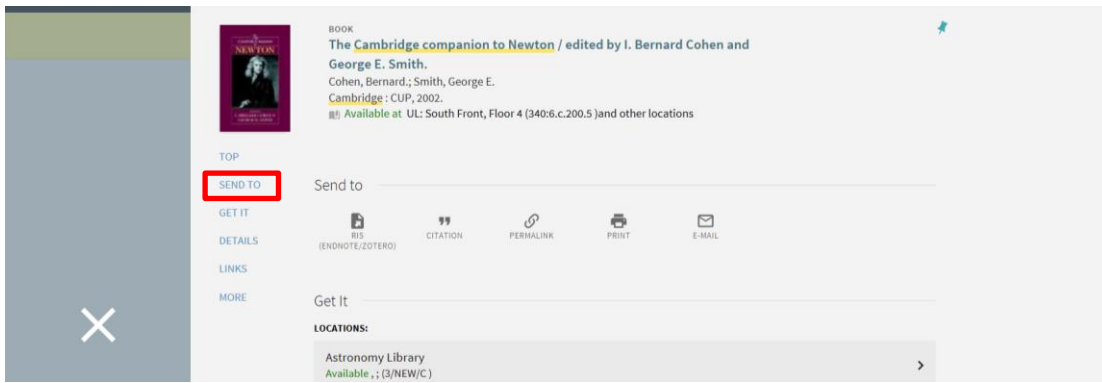
- To send details (as email, permalinks, citations or in RIS to reference managers) or print, use the icons in the 'Send to' section.