



SEARCHING THE CATALOG

There are two ways to search for books, DVDs and other materials using NYPL's catalog.

Quick Search is a keyword search that allows you to enter single or multiple terms in one search box (author, title, format, year, etc.) and then refine or limit your search results.

Advanced Search allows you to enter multiple keyword search terms (title, author, subject, etc.) and to set the limits for your search (e.g. collection/location, format, language) before submitting the search. You can also perform alphabetical author, title and subject searches using Advanced Search.

QUICK SEARCH:

From the NYPL homepage, click on the link to **Find Books, DVDs, & More** (nypl.org/collections). A single search box appears. Enter your search terms in the box and click on the "Search" button to submit the search.

You can enter as many words in the box as you wish. For example:

- angels and demons (title)
- angels and demons dan brown (title and author)
- dan brown (author)
- rome guidebooks (subject)

Format

BOOK/TEXT (285)
WEB RESOURCE (59)
DVD (56)
MUSIC CD (43)
MUSIC NON-CD (35)
+ more

To limit your search results to books only:

Enter your search term and then find the **Format** limit on the left side of the results screen. Click on **Book/Text**. You can do the same whether you are looking for a CD, DVD, etc.

To limit your search to items you can check out or place a hold on:

Collection

Circulating (239)
Non-Circulating (289)
Adult (568)
Young Adult (14)
Children's (20)
+ more

Enter your search term and then find the **Collection** limit on the left side of the results screen. Click on **Circulating**.

To view Reviews, Excerpts, Annotations, etc for items in the catalog:

Complete your search. From the list of results, or within an individual record, **click on the picture of the item or the item's name** when available. Scroll to the bottom of the record to see the information available. This will vary from item to item.

- Extras
Contents | Reviews | Biography | Annotation |

ADVANCED SEARCH:

On any screen with the Quick Search search box, you will also see a link for the **Classic Catalog**. From the Classic Catalog page, there is a link for **Advanced Search** in the left-hand menu bar, under **Search**.

To search by both Author and Title:

In the first row, click **Any Field** and select **Author** from the menu. Type the name of the author. The order of the words does not matter.

In the second row, click **Any Field** and select **Title** from the menu. Type any words from the title. Choose any additional limits you want applied (for example, "Circulating" collections only).

Please fill in the form, select any limits, and click Submit or press the Enter key.

Advanced Search Form

Boolean Search

Author: sue monk kidd And

Title: secret life bees And

Any Field: And

Any Field: And

Submit

To limit your search to items you can check out or place a hold on:

Enter your keyword, title, author, subject, or other search, and from the **Collection** drop-down menu, choose **Circulating**. Click the Submit button to begin your search.

To limit your search to items in a specific library branch:

Enter your keyword, title, author, subject, or other search, and from the **Collection** drop-down menu, choose your desired library branch like "Kips Bay" or "Muhlenberg." Click the Submit button to begin your search.

Optional Search Limits

Collection: Circulating Limit search to available items

Hold down the CTRL key (COMMAND on a Mac) while clicking to select more than one

Material Type: ANY, MISC, E-VIDEO, BOOK/TEXT, SCORE

Language: ANY, English, Chinese, French, German

To limit your search to a specific material type or language:

In the **Optional Search Limits** box, you can limit your search by **material type**, such as book, DVD, audiobook, etc. You can also limit by **language**. Choose your desired material type and language and click Submit.

For more Advanced Search tips, including phrase searching, field limits, Boolean operators and more, see the Catalog Help Center, under **Help** in the left-hand menu bar.