F. Searching and Retrieving IR Content

There are a variety of ways to search repository content. You can view a short instructive video on Eprints Browsing and Searching to get started.

You can search and retrieve top level metadata and digital objects in this IR by using the search procedures described below. To upload modify or download IR content and use other controlled access features you will need to create an account.

Please note: authors and/or rights holders may have established limited access to digital objects and/or metadata in this IR. If you would like to obtain access to these digital objects or metadata please contact Tom Adams and we will be happy to contact rights holders to attempt to obtain access for you. Some access (e.g. commercial rights holders) do not allow any access but we will do our best.

The taskbar along the top of the webpage lists main search categories:

- Year of publication
- Subjects: These subjects are assigned from an Ontology specific for CSHL research topics. You can also search by keywords assigned to the digital object by author or publisher along with subject terms on the advances search page.
- Laboratory
- CSHL Researcher. These pages list the full name of the researcher. This is the best source for insuring that the digital objects recovered are specific to that CSHL author.
- Author: these pages list all authors on the digital objects in the repository.
- Search

1. Simple Search:

The search window upper right corner can be used for Author, Keyword and Subject searches, both by single or multiple words. The search box in the upper right corner can search by author name, title, (e.g. wigler), keyword, subject terms or subject phrases (e.g. stem for stem cells). Authors names and keywords can both be simultaneously searched (e.g. wigler stem). The more terms you enter the more you limit search results.

NOTE: The IR program searches **ALL** content for the terms in your simple search. This includes titles, abstracts, references, and full text where available. This means that if you enter an author name in simple search you will retrieve all items mentioning the author in the references, abstract, and full text, as well as in the author fields. For specificity, use the Advanced Search page.

2. Advanced Search

The **Advanced Search** page can be reached by clicking on Advanced Search on the home page. This page allows you to define a variety of content and formats for your search.

Note the **button on the right side of each field. Clicking on this will provide information about formats for each field.

Each field allows two criteria.

The **all of** default only retrieves items containing **all** of the criteria you enter in the field. For example if you enter Wigler, M. Hannon, G. in the Authors field you will retrieve only the digital items on which they were co-authors. NOTE: for authors it's best to enter a full last name, comma, space, first initial format, e.g. Wigler, M.

The **any of** criteria will retrieve items containing any of the criteria you enter into the field, e.g. for Wigler

You can search by specialized

3.2 Advanced search page.

This page lists an extensive selection of search criteria including author, keywords, search terms, formats, item types, CSHL laboratories, and other criteria.

You can also limit your results to publications containing full text by listing all your search terms in the full text field

- **Uncontrolled keyword**: you can also search using uncontrolled keywords. These are keywords assigned to the digital object by authors, publishers or automatic indexing. You can enter multiple keywords and choose all of or any of to define search criteria.
- **Subjects**: since many articles do not contain keywords and keywords generated by automated indexing may not capture key concepts, this feature searches all digital objects in the repository by subject terms from an ontology of CSHL specific subject terms. These terms can be selected in addition to uncontrolled keywords to narrow a search.

**NOTE**: results from separate terms, (e.g. Drosophila or Odor recognition) do not include results for combined terms (Drosophila and Odor recognition).

**NOTE**: We will be happy to add or modify any keywords or subject terms on request. You can send the name of the item and the keywords...
you would like added or modified to IR administrator

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