Basic and Expert Searching

- By default, a basic search is a “keyword” search. Enter a term in the search box and press “enter” on your keyboard or use the search button to execute that search.
- An expert search may include index labels and Boolean operators. This search may be executed in any search box, such as the basic (default box) or on the Advanced Search screen.
  - With index labels, it is important to use these with all the search terms; otherwise those terms without index labels will be treated as keyword (kw:) searches.
- When using Boolean operators (AND, OR, NOT) in a search, these must be capitalized. Search terms with Boolean operators are processed in left to right order.
- Approximate term queries use these operators: asterisk, question mark and pound sign.
  - Truncation: Enter a minimum of the first three characters followed by an asterisk (*).
  - Wildcards: Use the pound sign (#) to represent a single character.
    - Use the question mark (?) to represent from zero to 9 characters within a term.

Basic and Expert Search Examples:

- Boolean operators and Wildcards:
  - AND example: transportation AND highway#
  - OR example: photograph# OR painting#
  - NOT example: kingsolver NOT vegetable
  - Wildcard and Truncation example: art architectur? gre*
- Author index: thubron AND title index: shadow silk road
  - au:thubron AND ti:shadow silk road
- Subject index: reading comprehension NOT subject index: literacy
  - su:reading comprehension NOT su:literacy
- Keyword index: climate change AND Keyword index: sea levels OR Keyword index: global warming
  - kw:climate change AND kw:sea levels OR kw:global warming

Search Results & Item Details

- Filters may be used to refine search results based on Content, Format, Databases, Author, Year (or range of years), and Language. The sort order and Library filter are also available.
- The Item Detail presents aspects of the selected item, such as Description, Holding Libraries, Editions & Formats and Availability. The default tab is Availability, and this may contain Full Text Online links, a Holdings Summary with local call numbers and shelf-status or buttons for Request Item or Place hold functions.
Content and Collections

List of the databases available in the central index
View the list of databases for WorldCat Discovery libraries. It can help you add your subscription databases to your metasearch content.

WorldCat Local and WorldShare Management Services libraries: Use the content list on your product support page or see the list for the [remote database search option](http://www.oclc.org/content/dam/support/discovery/discoveryinterface.pdf)

Collections in the WorldCat knowledge base
View a list of collections [Excel spreadsheet](http://www.oclc.org/support/services/discovery/documentation/item-bib.en.html) included in the WorldCat knowledge base. This represents all of the collections available in the WorldCat knowledge base and it indicates which collections are open-access; which collections are customizable; and, the percentage of items that contain OCLC numbers for maintaining holdings in WorldCat.

Documentation:

- Maximizing use of your library’s WorldCat Discovery interface features
  This guide offers tips on navigating, searching, adding/removing databases, sharing search results, and more. [Maximizing use of your library’s WorldCat Discovery interface](http://www.oclc.org/content/dam/support/discovery/discoveryinterface.pdf)

- Item bibliographic data as displayed in WorldCat Discovery interface
  This table describes the possible fields of bibliographic data shown for an item in the WorldCat Discovery interface. [Item bibliographic data as displayed in WorldCat Discovery interface](http://www.oclc.org/support/services/discovery/documentation/item-bib.en.html)

- Searching WorldCat Indexes
  This guide contains details about query syntax and index labels along with examples from different OCLC services. [Searching WorldCat Indexes](http://www.oclc.org/support/services/worldcat/documentation/searching/searchworldcatindexes.en.html)

How To Get Started:

- Register for your library’s WorldCat Discovery URL: [http://registration.oclc.org/reg/?pc=worldcatdiscovery](http://registration.oclc.org/reg/?pc=worldcatdiscovery)

- Update your WorldCat Registry information in the Service Configuration:
  It includes [links to your online catalog](http://www.oclc.org/support/services/discovery.en.html), IP addresses and more.

- Request access to the WorldCat knowledge base and set up the Access Online button for your e-resources. Holdings in the WorldCat knowledge base creates the links to your full-text e-content, and this is included in an OCLC cataloging subscription. [Request access now »](http://www.oclc.org/support/services/discovery.en.html)

- If your library has WorldCat Discovery and WorldShare ILL or an OpenURL 1.0 solution such as ILLiad, [customize your request button for resource sharing](http://www.oclc.org/support/services/discovery.en.html)

WorldCat Discovery Services Support and Office Hours:
[http://www.oclc.org/support/services/discovery.en.html](http://www.oclc.org/support/services/discovery.en.html)

OCLC Customer Support: [http://oclc/support](http://oclc/support)

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