

Example Search #1  
“Keyword Search” using the  
“Words or Phrase” Setting

For this example, I am going to conduct a **Keyword** search using the “words or phrase” setting.

The first thing I am going to do is select Joyner library under the drop down menu for library. Symphony allows you to search in multiple libraries at the same time.

Now I am going to type in “weather” as my search term.

As you can see, this search retrieved 2891 titles. Now I am going to limit the search results to the Teaching Resources Center by clicking on the link that says “Limit Search”.

After clicking on the Limit Search link, you will see seven drop down menus that can be used for limiting the search results. These are: library, language, record format, physical format, collection, publication year, and the last option is for sorting out the search results.

To limit the search results to the Teaching Resources Center, click on the arrow next to the collection option. Now click on Joyner Teaching Resources Collection, and then click on the search button. This will limit the search results to materials found only in the Teaching Resources Center.

As you can see, the search results decreased from 2887 items that can be found in various places in Joyner library, down to 319 items that can be found only in the Teaching Resources Center.