SNACSchool 3.0
Searching in SNAC
Basic searching starts from the “Search for” box on either Dashboard.

Please note the link to Advanced Search immediately below the “Search for” box. This moves you to a separate searching screen where you can develop more complex search strategies.
Search strategies: Keyword searching

SNAC allows for keyword searching with any order of elements. For example: Harper Lee or Lee Harper.
Basic searching from the SNAC Editor’s Dashboard: Corporate body name

Editor's Dashboard
Welcome, Jerry, to the Editor's dashboard. From here, you can see where you left off on your current in-progress edits, and if the reviewer has not started, you can create a new constellation.

Quick Search Results
- Freer Gallery
- Freer Gallery of Art
- Freer Gallery of Art / Sackler Gallery
- The Freer Gallery of Art and Arthur M. Sackler Gallery Archives
- Freer Gallery of Art Archaeological Expedition to China (1923-1927)
Basic searching from the SNAC Dashboard:

A single-click of a heading will retrieve and open the SNAC record.
Advanced searching from the SNAC Dashboard:

Click on **Advanced Search**

From the Advanced Search screen, select a specific search criteria … **Person**, **Corporate Body**, or **Family**.
Use the On/Off switches to discover more advanced search commands. SNAC will default to “Off”.

The following commands may be used for advanced searching:

- Prefix search. Ex: Wash* will match anything starting with Wash including Washington.
- + Search must include the following term (AND operation). Ex: Washington +George will find George Washingtons.
- | Search may include either of the terms (OR operation). Ex: Washington |George will find either Georges OR Washingtons.
- " " Wrap a phrase with quotes to search the exact phrase.
- () Add preferred clauses with parentheses. Ex: (Washington + George) | (Jefferson + Thomas) will find either George Washingtons or Thomas Jeffersons, but not George Jeffersons.
- - Search must not include the connected term. Ex: Washington -George will find Washingtons not named George.
- ~N Edit distance search. Finds names similar to the one typed. A larger number N will produce “fuzzier” results. Ex: Wash~1 will find Wash, Hash, Wast, Mash, etc.
Here's an example of exact phrase searching using quote marks to find the exact phrase of “Baffin Island” in headings.

Clicking a search result will take you to that record.

N.B.: At this time, exact phrase searching only pulls from headings in SNAC identity constellations.
Advanced searching from the SNAC Dashboard: Biographies

Notice the difference in results when we search “Baffin Island” in Biographies versus just advanced search: 59 results versus just 2.
Advanced searching from the SNAC Dashboard: Faceted Search

The following commands may be used for advanced searching:

- *: Prefix search. Ex: Wash* will match anything starting with Wash including Washington.
- +: Search must include the following term (AND operation). Ex: Washington +George will find George Washingtons.
- |: Search may include either of the terms (OR operation). Ex: Washington |George will find either Georges OR Washingtons.
- "": Wrap a phrase with quotes to search the exact phrase.
- (): Add preferred clauses with parentheses. Ex: (Washington + George) | (Jefferson + Thomas) will find either George Washingtons or Thomas Jeffersons, but not George Jeffersons.
- -: Search must not include.
- N: Edit distance search.

Use the following boxes to narrow results:

**Subjects**
- Explorers
- Explorers--19th century
- Explorers--19th century--British Columbia
- Explorers--19th century--Southwestern states
- Explorers--19th century--West (U.S.)
- Explorers--Antarctic regions

**Occupations**
- explo|
Advanced searching from the SNAC Dashboard: Faceted Search

Searching with all advanced options allows you to really find what you want. Searching for those with occupations “explorers” and “Baffin Island” will bring you 5 results: more than 2 in “Baffin Island” and fewer than 59 in biographies.

You can also refine the search further with “Refine Results”
Corporate Body Searching

Using the Advanced Search we can search for corporate bodies as well.
Corporate Body Searching

And more...
For this search, we want to find the North Carolina State University. Department of Chemical Engineering. Using Advanced Search we put in North Carolina State University + Chemical Engineering.
Browse search starts with a click from the Dashboard

Once at the Browse search screen, select an entity type, then enter the heading in order … last name, first name, etc. In this example, the Entity Type is person and the search strategy is “Washington, Martha”.
Browse search results will display: **Resource** link totals and **Internal CPF Relation** link totals. These are helpful clues when searching for the fuller, “master” record for an entity.

All others appear to be duplicates or near duplicates.
Click on the heading to display the record.
<table>
<thead>
<tr>
<th>Name Entry</th>
<th>Entity Type</th>
<th>Resources</th>
<th>Relations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Columbia University</td>
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<td>1</td>
</tr>
<tr>
<td>Columbia U. Law School</td>
<td>corporateBody</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Columbia Union College</td>
<td>corporateBody</td>
<td>4</td>
<td>0</td>
</tr>
<tr>
<td>Columbia Union Conference of Seventh-day Adventists, Publishing Dept.</td>
<td>corporateBody</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Columbia United Service Organization (Columbia, S.C.)</td>
<td>corporateBody</td>
<td>1</td>
<td>1</td>
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<tr>
<td>Columbia Univ.</td>
<td>corporateBody</td>
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</tr>
<tr>
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<tr>
<td>Columbia Univ.</td>
<td>corporateBody</td>
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<td>1</td>
</tr>
<tr>
<td>Columbia University</td>
<td>corporateBody</td>
<td>1</td>
<td>1</td>
</tr>
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<td>Columbia University, Graduate School of Journalism.</td>
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<tr>
<td>Columbia University</td>
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<td>1</td>
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<tr>
<td>Columbia University, 1959</td>
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<td>Columbia University, Academic Freedom Committee:</td>
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<td>3</td>
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<tr>
<td>Columbia University Administration:</td>
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<tr>
<td>Columbia University Admissions Officers Project</td>
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<td>Columbia University Advisory Board on the Pulitzer Prizes</td>
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<td>1</td>
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<tr>
<td>Columbia University Alumni Association (Tel Aviv, Israel)</td>
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<td>1</td>
</tr>
<tr>
<td>Corporate Body</td>
<td>Count 1</td>
<td>Count 2</td>
<td></td>
</tr>
<tr>
<td>----------------</td>
<td>---------</td>
<td>---------</td>
<td></td>
</tr>
<tr>
<td>Columbia University. College of Pharmaceutical Sciences</td>
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<td>2</td>
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<tr>
<td>Columbia University. College of Physicians and Surgeons</td>
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</tr>
<tr>
<td>Columbia University College of Physicians and Surgeons - Students</td>
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<tr>
<td>Columbia University. Columbia Theater Associates</td>
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<tr>
<td>Columbia University. Columbia Theater Associates</td>
<td>corporateBody</td>
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<td>Columbia University. Columbia Theatre Associates</td>
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</tr>
<tr>
<td>Columbia University. Columbia University Archives</td>
<td>corporateBody</td>
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</tr>
</tbody>
</table>

...And more results, many of which are for individuals departments (Pharmacy, Medical School, University Archives, etc.). Notice entries follow RDA rules with Name & Subdivision name(s)
For names with diacritics (ex: Brontë, Montréal, José, Dvořák), remember to search both with and without diacritics.

Also try copying and pasting diacritics from other sources …

Charlotte Brontë

From Wikipedia, the free encyclopedia

Charlotte Brontë (/ˈbrɒntə/, commonly /ˈbrɒnt/;[3] 21 April 1816 – 31 March 1855) was an English novelist and poet, the eldest of the three Brontë sisters who survived into adulthood and whose novels became classics of English literature.

She enlisted in school at Roe Head in January 1831, aged 14 years. She left the year after to teach her sisters, Emily and Anne, at home, returning in 1835 as a governess. In 1839 she undertook the role as governess for the Siddwick family, but left after a few months to return to Haworth where the sisters opened a school, but failed to attract pupils. Instead they turned to writing and they each first published in 1847 under the pseudonyms of Currer, Ellis and Acton Bell. Her first novel The Professor was rejected by publishers, her second novel Jane Eyre was published in 1847. The sisters admitted to their Bell pseudonyms in 1848, and by the following year were celebrated in London literary circles.

Brontë experienced the early deaths of all her siblings. She became pregnant shortly after her marriage in June 1854 but died on 31 March 1855, almost certainly from hyperemesis gravidarum, a complication of early pregnancy which causes excessive nausea and vomiting.
Searching with diacritics

Using the **Browse** search retrieves similar results is a good way to see the versions with and without diacritics.

**REMINDER**: When editing a name with diacritics, add a variant form with no diacritics for better searching in the future.