

How to Search the Bibliography

You can search the bibliographical database using the following data:

- authors / editors, including all alternative forms of spellings
- title of the publication
- series / commemorative studies in which an article was published
- year or place of publication, and publication company

The search function is also phonetic. If, for example, you are searching for an author's name by using the string "j" you will receive in addition suggestions including "i" or "ž". This is useful in cases when the exact spelling of an author's name is not known.

It is not necessary to use the Cyrillic spelling of a Russian author's name. Here it is sufficient to enter the Latin variant in the field "Author (cyr)". The transliteration of Cyrillic characters is based on ISO 9, Version 1995.

Upper and lower case are not differentiated.

How to initiate a search request:

Select the field of interest on the left side of the interface box (e.g. author, title). When all the given fields are filled with data, another blank field will automatically appear.

On the right, enter the keywords for which the selected field should be searched.

Keywords can be entered in several fields. In this case, the fields will be linked by the operator AND, meaning that only the results meeting all search criteria will be shown.

For a NOT search request click on the equal sign (=) which will then be crossed out.

The wildcard _ stands for exactly one single character, both at the end and in the middle of a word. This can be useful when there are doubts on how a name or a title is spelled (e.g. with Anders_n the database will provide results for both Anderson and Andersen).

An unspecified number of characters can be replaced by the wildcard %, which can be used to show every entry in the database or all Russian titles, (e.g. type % in the field "title (cyr)").

One can also search for certain keywords by typing the wildcard % in front and behind a certain term, e.g. %ostyak%, and due to the phonetic search function this search result will also display entries containing the expression "ostjakisch").

Using the character | (pipe) one can initiate a search for different authors at the same time. A search would yield, for example, all publications by Author 1 or Author 2.

In contrast to the search request with AND, with the character | (pipe) all results will be shown in which either one or the other search criterion was selected.

Use the enter key or click on "search" to obtain the list of search results.

Left-clicking shows a detailed view of one line of the hit list, left-clicking the headlines sorts the columns in ascending or descending alphabetical order.

To compile an assortment of search results, select favoured entries with the right mouse button. (The fields will turn purple.)

Clicking on "notepad" on the lower right will give you a list of all the selected search results. The entire search result will be transferred to the notepad by right-clicking on the field "title".

The symbol  deletes single entries, or the entire search result (symbol on the very top of the notepad)