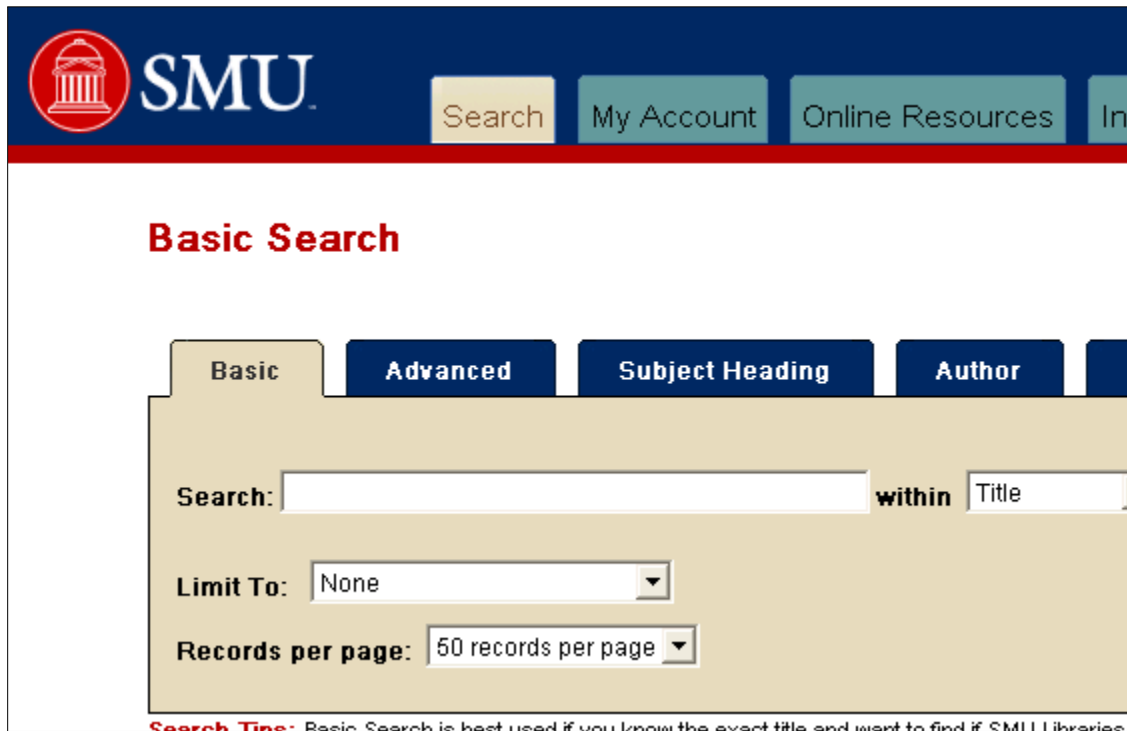


## Guide to searching for library materials

Resources in the Fort Burgwin Library are listed in both the PONI catalog <http://libcat.smu.edu> and in a special computer database (Athena PONI Taos) at the library service desk in the Wendorf Information Commons

### Basic Search:

Best used to find known items by title or author's name. For title searches, always omit any initial articles (a, an, the).



The screenshot shows the top navigation bar of the SMU library catalog. It includes the SMU logo and navigation links for Search, My Account, Online Resources, and Information Commons. Below the navigation bar, the "Basic Search" section is highlighted. It features a search interface with tabs for "Basic", "Advanced", "Subject Heading", and "Author". The "Basic" tab is selected, showing a search input field, a "within" dropdown menu set to "Title", a "Limit To" dropdown menu set to "None", and a "Records per page" dropdown menu set to "50 records per page".

**Basic Search**

Basic   Advanced   Subject Heading   Author

Search:  within

Limit To:

Records per page:

**Search Tips:** Basic Search is best used if you know the exact title and want to find if SMU Libraries

## Advanced Search:

Best used to find items on a subject or concept.

Search modifiers can help you broaden or narrow your search such as “?” for truncation. Connectors And, Or, Not help you combine your search terms. Instructors “All of these” “Any of these” and “As a phrase” are in a drop down menu and help determine how search terms will be handled..



The screenshot shows the SMU library website's search interface. At the top, there is a dark blue header with the SMU logo on the left and navigation buttons for "Search", "My Account", "Online Resources", and "Inter" on the right. Below the header, the page title "Advanced Search" is displayed in red. The main content area features a search form with several tabs: "Basic", "Advanced", "Subject Heading", "Author", and "Co". The "Advanced" tab is currently selected. The search form includes three input fields for search terms, each followed by a dropdown menu set to "all of these". Between the input fields are dropdown menus for logical connectors, with "AND" selected. At the bottom of the form, there is a "Year" label and a radio button next to a dropdown menu set to "Current Material".

## Searching the PONI Taos Catalog:

There is a basic and advanced search in PONI Taos. Advanced is best for subject searches.

The screenshot shows the Athena Advanced Search interface. At the top, it says "ACTIVE COLLECTION IS FT - FORT BURGWIN LIBRARY" and "ADVANCED SEARCH". The Athena logo and "Welcome to Athena" are also visible. A "Start Over" button is in the top right. The main search area has a prompt "Enter a word or phrase and press Search" and three search input fields, each with a dropdown menu set to "All Indexes". Between the first two fields is an "AND" dropdown menu. Below the search fields are "Location:" and "Format:" dropdown menus, both set to "All Locations" and "All Formats" respectively. On the right side, there are icons for "Search" (traffic light), "Barcode" (barcode), and "Call" (phone). At the bottom, there is a navigation bar with buttons for "Quick Search", "Visual Search", "Advanced Search" (which is highlighted), "Change Collection", "Bibliography", and "Index".