

# Locating Media

Use this guide to locate the library's videos, DVDs, music CDs, CD-ROMs, audiocassettes and other types of media. Information about borrowing and viewing these materials can be found at: [http://fairfield.edu/lib\\_media.html](http://fairfield.edu/lib_media.html).

## ◆Begin With Power Search:

Connect to the library catalog at <http://sirsi.fairfield.edu> and choose **Power Search**.

## ◆Specify Type:

In the lower section of the Power Search interface, look for the **type** header.

You may choose among the following types of media:

- Audio Cassette Music
- Audio Cassette Spoken Word
- CD-ROM
- Compact Disc Music
- Compact Disc Spoken Word
- Computer DVD-ROM
- DVD
- Floppy Disk
- Kit
- Laser Disc
- Slides
- Video Cassette
- Filmstrip

Examples:

## ◆ Title Search:

In the top section of the Power Search interface, select **title** from the drop-down menu at left. Then type your title into the adjacent text box. Click the **search** button. **See example, below:**

**1.** **2. Enter title.**

title	Elizabeth	And
author		And
title		And
subject		And
series		
periodical title		

**4.** → **Search** **Reset**

language: ANY

**3.** → type: DVD

*This search will retrieve the record for the movie "Elizabeth" on DVD.*

## ◆ Author Search:

In the top section of the Power Search interface, select **author** from the drop-down menu at left, then type the author's name into the adjacent text box. Click the **search** button.

**NOTE:** because this search looks for any words in the author field, you may enter first and last names in any order. **See example, below:**

author	Fellini, Federico	And
author		And
title		And
subject		And
series		
periodical title		

**Search** **Reset**

language: ANY

type: Video Cassette

*This search will retrieve the records for all of the library's films, on video cassette, directed by Federico Fellini.*

## ◆ Subject Search:

In the top section of the Power Search interface, select **subject** from the drop-down menu at left, then type your subject into the adjacent text box. Click the **search** button. **See example, below:**

The screenshot shows a search interface with several rows of search criteria. The first row has 'subject' selected in a dropdown menu and 'Dickinson, Emily' entered in the text box. The second row has 'author' selected and is empty. The third row has 'title' selected and is empty. The fourth row has 'subject' selected and is empty. The fifth row has 'series' selected and is empty. The sixth row has 'periodical title' selected and is empty. Below these rows are 'Search' and 'Reset' buttons. At the bottom, there is a 'language:' dropdown menu set to 'ANY' and a 'type:' dropdown menu set to 'Video Cassette'. The 'subject' and 'type' dropdown menus are circled in red.

*This search will retrieve the records for all of the library's films, on video cassette, about Emily Dickinson.*

## ◆ Word Search:

In the top section of the Power Search interface, select **words or phrase** from the drop-down menu at left, then type your keywords into the adjacent text box. (In the case, the word search has been combined with a subject search.) Click the **search** button.

**See example, below:**

The screenshot shows a search interface with several rows of search criteria. The first row has 'words or phrase' selected in a dropdown menu and 'videorecording and documentary' entered in the text box. The second row has 'subject' selected and 'war' entered in the text box. The third row has 'title' selected and is empty. The fourth row has 'subject' selected and is empty. The fifth row has 'series' selected and is empty. The sixth row has 'periodical title' selected and is empty. Below these rows are 'Search' and 'Reset' buttons. At the bottom, there is a 'language:' dropdown menu set to 'ANY' and a 'type:' dropdown menu set to 'ANY'. The 'words or phrase' and 'subject' dropdown menus are circled in red.

*This search will retrieve records for documentary war films, owned by the library, on either VHS or DVD.*

### NOTE:

- The keyword **videorecording** covers all video formats, including laser disks, VHS and DVD, so you needn't specify a type. You could do a similar trick while searching for music by using the term **sound recording** to catch both CDs and audiocassettes.
- Use **and** in between words to combine concepts.

## ◆ Genre Search:

In the top section of the Power Search interface, select **subject** from the drop-down Menu(s) at left, then type your keywords into the adjacent text boxes. Click the **search** button.

Here is a list of genre subject headings from which you may choose:

### Films:

- comedy
- feature films
- documentary
- drama
- adventure
- horror
- fantasy
- science fiction

### Music:

- rock music
- popular music
- jazz
- world music
- musicals
- requiems
- soul music
- big band music
- country music
- bluegrass
- blues
- orchestral music
- folk music
- sacred songs
- chamber orchestra
- operas
- choruses
- piano
- masses
- ballets

### Example:

The screenshot shows a search interface with several rows of search criteria. The first row has 'subject' selected in a dropdown and 'feature films' in the text box. The second row has 'subject' selected and 'comedy' in the text box. Below these are rows for 'title', 'subject', 'series', and 'periodical title', all with empty text boxes. To the right of each row is an 'And' button. At the bottom, there are 'Search' and 'Reset' buttons. Below the buttons, there is a 'language:' dropdown set to 'ANY' and a 'type:' dropdown set to 'DVD'. The 'subject' and 'type' dropdowns are circled in red.

*This search will retrieve the records for all of the library's comedy feature films on DVD.*

**NOTE:** By plugging in different genre subject headings and changing the **format** to **Compact Disc Music**, you would find very different, but still useful results, depending on your needs.

## ◆ Language Search:

In the lower section of the Power Search interface, look for the **language** header. Select your language of choice from the drop-down menu. Specify a **type** of media as well. Click the **search** button. See example, below:

The screenshot shows the lower section of the search interface. It features 'Search' and 'Reset' buttons at the top. Below them, there is a 'language:' dropdown menu set to 'French' and a 'type:' dropdown menu set to 'DVD'. Both dropdowns are circled in red.

*This search will retrieve records for DVD films with French soundtracks in the library's collection.*

**NOTE:** also try specifying the language you want in a **word** search, instead of using the language menu. This is helpful for languages that don't appear on the menu.