

EMu v.5

Searching records - partial match

Last updated 29-01-2025



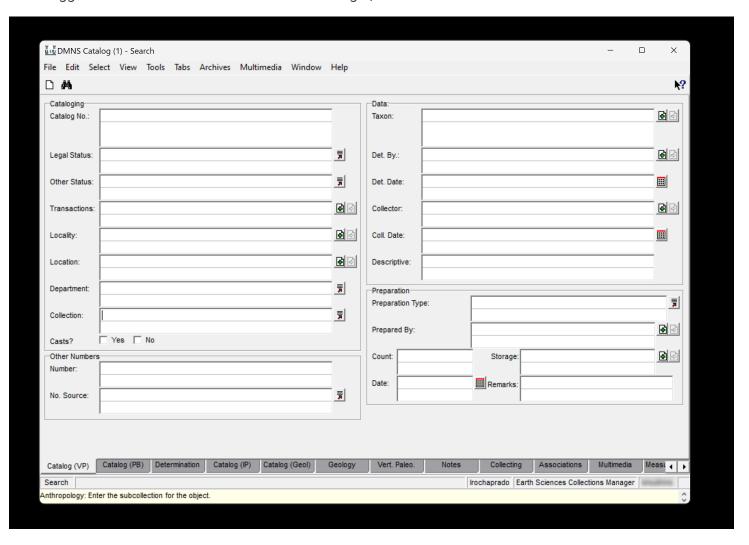
Table of contents

1 Open any module to search. Here we opened the Catalog (VP).	3
2 Click the "Collection" field text box	4
3 Type only "Ethno" in the box	5
4 Click the "Search" icon	6
5 The result is "No matching objects"	7
6 Edit the text in the the "Collection" field textbox	8
7 Click the "Search icon"	9
8 You will find a number of records	10



Open any module to search. Here we opened the Catalog (VP).

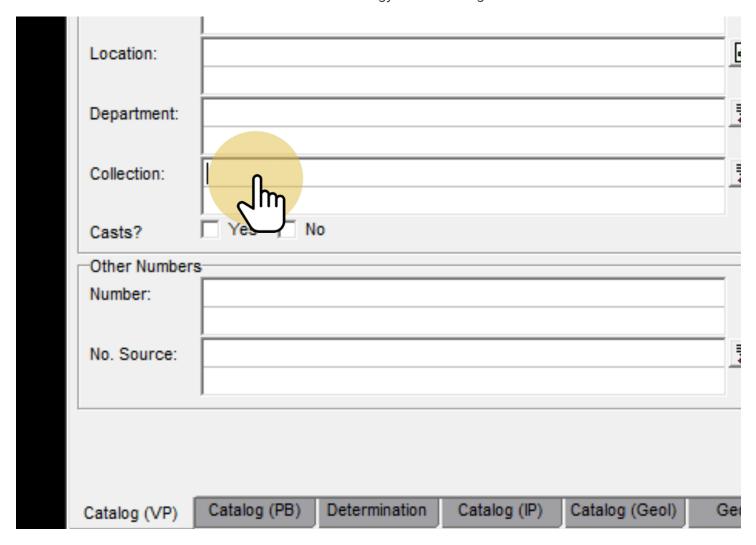
We are logged in as Earth Sciences Collections Manager, but we still are able to search across collections.





2 Click the "Collection" field text box

We will see if we can find the records in both the Ethnology and Ethnological Art collections.





3 Type only "Ethno" in the box

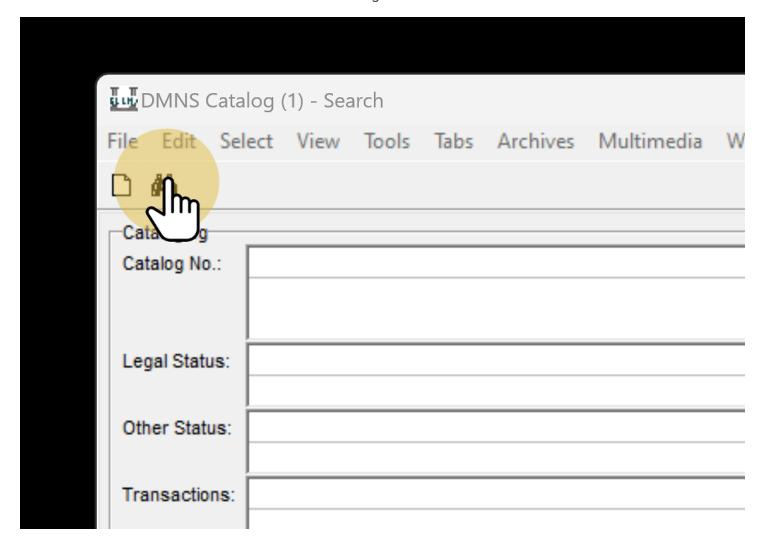
Let's see what is the default behavior of EMu when we type parts of words.

Location:	
Department:	
Collection:	Ethno
Casts?	Yes No
Other Numbers	-
Number:	
No. Source:	
	J



4 Click the "Search" icon

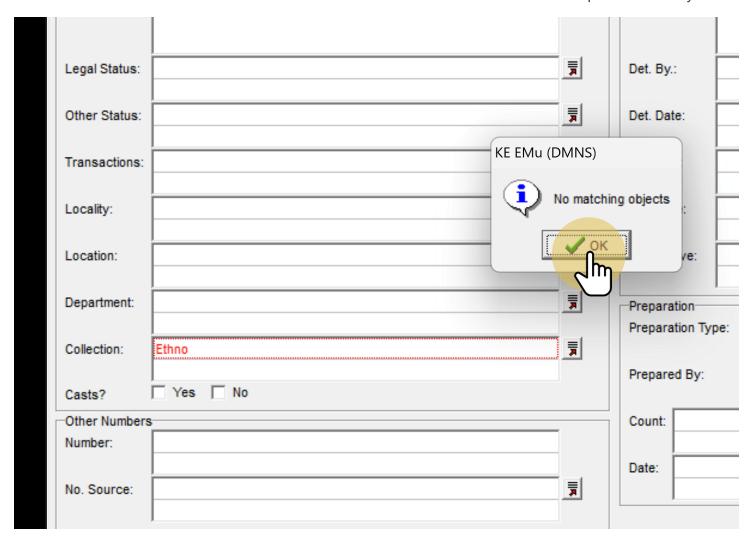
The results should return all the records in the "Ethnological Art" collection.





5 The result is "No matching objects"

No records are found in the "Ethno" collection. This means that EMu does not search for partial words by default.





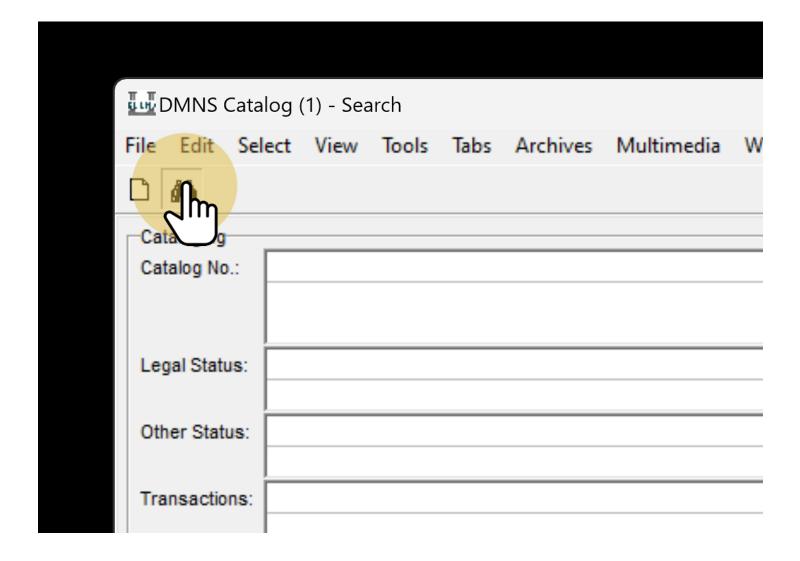
6 Edit the text in the the "Collection" field textbox

To perform partial match searches, EMu uses the * characters in the position where you want the match to occur. In this example, we want to match words starting with "Ethno".

	,
Locality:	
Location:	
Department:	
Collection:	Ethno*
Casts?	☐ Yes ☐ No
Other Numbers	3
Number:	
No. Source:	



7 Click the "Search icon"





You will find a number of records

These records are in both collections that contain "Ethno" as part of their name in the database.

