C Tips for searching the Stanford Copyright Renewal Database

(Last updated: May 24, 2010)

1. General
   a. Search title first, if no title is found, search author

2. Title search
   a. If no results are found for title, consider removing subtitle (if any)
   b. The system will search properly with preliminary articles
   c. Search individual volume titles (for books that are part of a multi-part monograph) when appropriate
   d. In general it is better not to include punctuation in a title search

3. Author search
   a. If no results, erase everything back to 1st initial of 1st name. Can try searching last (or first) name alone if it is relatively unique.
   b. If no results found for author, search for names of additional authors, editor, translator, author of introduction or preface
   c. Remove punctuation and accents in author searches (exception: apostrophes are ok)
   d. Consider variations in formatting of the author's name, e.g., *O'Connor* and *OConnor; McKay, Mc Kay*, etc. Try various alternatives.
   e. Don't include parenthetical information in your search, e.g., for Jackson, G. F. (George Frederick), instead search for *Jackson, G. or Jackson, G. F.* and look for George Frederick to confirm that you have found the correct author.

4. Miscellaneous
   a. After you have run a search, you can sort the search results. Click the column headers to re-sort the results.
   b. To find a particular phrase, enclose it in quote marks.
   c. Sometimes doing a simple search for the author of an introduction or editor will result in a shorter list of results. For example, a Shakespeare play might have hundreds of results for an author or title search but by searching the name of the editor or author of the introduction you don't need to sort through them all.
   d. Another method for narrowing down the results of a search is to include the year (from "Pub Date" in the CRMS) in the Registration Date field of an advanced search, along with the title, the author or both.
   e. Additional search tips can be found in the "**Search help**" on the Simple Search page on the Stanford Renewal Database site.