

# Griffin: The WSU Libraries Catalog

## What is Griffin?

- Griffin is the Online Public Access Catalog (OPAC) for The Washington State University Libraries.
- Use Griffin to find resources available through the WSU Libraries such as:
 

books	magazines	newspapers	videotapes	DVD's	e-books
journals	sound recordings	printed music	CD's	maps	music scores

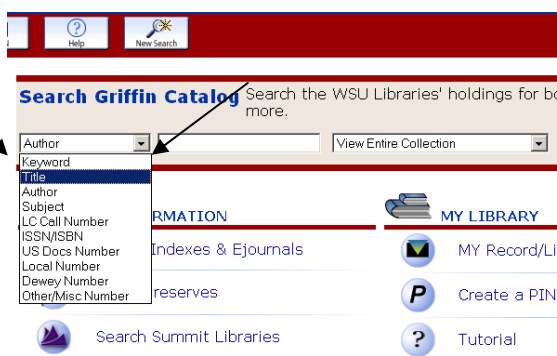
## Accessing Griffin

- Griffin is an open-access library catalog which is freely accessible through the WSU Libraries website. Go to [www.wsulibs.wsu.edu](http://www.wsulibs.wsu.edu) and click on the Griffin tab at the top of the screen.
- To locate Griffin directly point your browser to <http://griffin.wsu.edu/search~>.

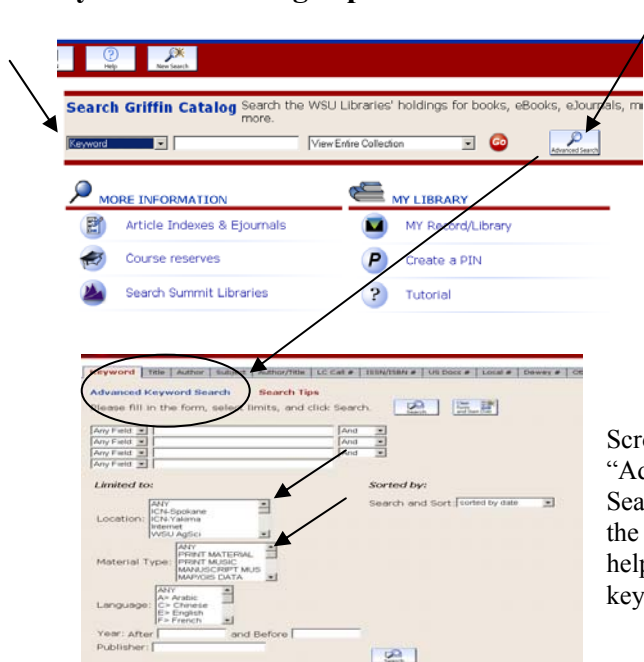
## Basic Griffin Searching Instructions

### Author and Title Searches:

- Search for authors by selecting the author search from the pull-down menu and entering the last name first. Search for corporate authors like the American Medical Association by entering the name of the organization.
- Search for titles of books by selecting title search from the pull-down menu. You do not need to type in the full title of the book.



### Keyword Searching Tips:



Keyword Searching is the most general form of searching and will retrieve the most results from Griffin Catalog. Keyword searching will look for words anywhere in a record, including chapter titles and notes.

Use the “Advanced Button” to find additional options to select specific languages, locations (Education, Holland, Owen etc.), material types (printed materials, manuscripts, maps, etc...), or date ranges.

Scroll down on the “Advanced Keyword Search” page to view the search tips screen to help you focus your keyword searching.

Search Tips	
<b>Multiple Words</b> When searching multiple words the system will automatically supply the Boolean "and" operator between each word, multiple words entered for the search will all occur somewhere in the retrieved records, though not necessarily in the order entered. Both examples on the right will retrieve the same results.	world health organization world health and organization
<b>Phrase Searches</b> Search for complete phrases by enclosing them in quotation marks. Words enclosed in double quotes will appear together in all results exactly as typed.	"world health organization"
<b>Wildcards</b> Words may be right-hand truncated using an asterisk. Use a single asterisk * to truncate from 1-5 characters. Use a double asterisk ** for open-ended truncation. You may also use a question mark (?) to replace a single character anywhere within a word.	environment* poli* comput** wom?n
<b>Boolean Operators</b> Use AND or OR to specify multiple words in any field, any order. Use AND NOT to exclude words. Select the operator you wish to use from the selection list. Parentheses group words together when using Boolean operators.	stock and bonds (Indian or pacific) and (ocean life and not mammals)
<b>Proximity Operators</b> The NEAR operator is used to retrieve records that contain the specified words or phrases within ten words of each other in the same indexed field.	international near conference fractal within 3 geometry
<b>Field Limits</b> Field limits may be specified by selecting a field limit from the selection list in the form above. These limits appear before the word or phrase to be searched. A field limit causes the system to search only the specified field for the specified word(s). The following field limits are supported:	
<b>Field limit</b>	<b>Meaning</b>
Author:	Search only author fields
Title:	Search only title fields
Subject:	Search only subject fields
Note:	Search only note fields

- Most of the time patrons will leave the pull-down menus set to the default and simply enter their keyword terms.

## Subject Heading Searches:

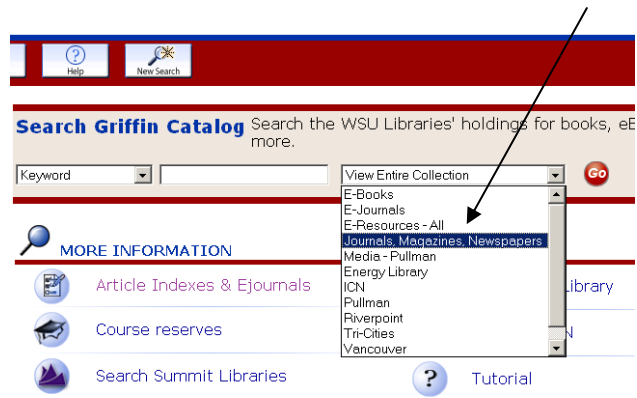
Using the Subject Heading selection from the pull-down menu will help you locate books listed under Library of Congress Subject Headings. Please note:

- ✓ Subject Heading searches may not retrieve as many results as a keyword search, since specific Library of Congress language is necessary.
- ✓ The best way to utilize the Subject Heading search option is to locate a few relevant books from a keyword search and then click on the subject headings to locate other relevant books on the particular topic.

## Journals, Magazines and Newspapers Searches:

Using the second pull-down menu will help you locate Journals, Magazines and Newspapers. You can also use this option to search for e-resources, e-journals, and e-books or any of the other options listed.

- ✓ Do a keyword search if you are looking for resources in a particular field of study. (e.g. – entering “animal sciences” as a keyword search in journals, magazines and newspapers will retrieve 37 serial publications related to animal sciences.)
- ✓ If you have a specific title of a publication, select “title” from the first pull-down menu instead of “keyword.”
- ✓ Be sure to read the Griffin record carefully when searching for journals, magazines and newspapers. Some publications, while still in existence, have been cancelled from WSU’s subscription lists. Articles from these cancelled publications will need to be retrieved through an Interlibrary Loan or Article Reach. Information about Interlibrary Loans can be found at: <http://www.wsulibs.wsu.edu/general/illfront.htm>.
- ✓ Some publications may be only available in electronic format. The link to these publications are located near the top of the Griffin record.



This pull-down menu will also allow you to search for media materials and resources from the other WSU Campuses.

**Please note:** If you are looking for articles on a particular topic, click on the “Articles” button to be redirected to the Article Indexes and E-Journals page to search a specific database.

- **Griffin will only locate publication titles, not specific articles within a publication.**

## General Griffin Searching Tips:



- ✓ Use the “Log In” button to create an account to set up lists, alerts, rate books and more...
- ✓ Check for course reserves by selecting “Course Reserves.”
- ✓ View Griffin tutorials if you need assistance with searches, understanding Griffin terms etc...
- ✓ Click the Search Summit Libraries link to use the Orbis-Cascade consortial catalog. These materials take three days to arrive at WSU, but are freely available to WSU students, faculty and staff. For more information about Summit go to the library guide called *Finding and*

*Getting Books: Griffin and Summit*