

PRIMUS

1. Content

- printed books, journals, articles and more
- direct access to electronic full-texts (e-books, e-journals and articles, licenced and open access)
- IMPORTANT: You are only able to access licenced electronic resources from within the network of HU. As HU-student you are can access licenced electronic resources from your home via VPN.

2. Basic Search

- one search field
- used if title is known (author, title known)
- simple topic searches and searches for specific terms

3. Advanced Search

- for combined search in several search fields
- e.g. search for literature *about* a person in the "title" field, not in the "author" field; when searching specifically for articles, it often makes sense to search for keywords in the "Title" field, because articles are often available online, so that the entire text is searched in the "All fields" field and the search may lead to many irrelevant hits
- for more complex topic searches using operators
- if you want to limit search results from the outset to document type (journals, articles, notes), year of publication or language
- You can change the search field via the drop-down menu. Beside "author", "title", "creation year" the following search fields are helpful:
- RVK Classification: finds all titles where the searched position of the RVK classification can be found in the detailed view of a hit
- ISSN: a serial number used to clearly identify serial publications, such as journals. Especially helpful for unique and fast journal search.
- Call number: if you know only the call number or part of it and are looking for the according title
- „All Fields“: searches the term in all fields listed in the drop-down menu below "All fields", e.g. both title keywords and keywords visible in the "Details" tab.

4. Improve search results / use of facets

Facets on the left of your results list

Narrow your search results by using facets

Useful facets:

- libraries of the HU (=automatically only „print“, without e-books!)
- creation year
- type of publication and media type, e.g. search for e-books filter „books“+“full text online“.
- After filtering for "articles", you can limit your search to certain "journal titles"
- Filtering with RVK only works for books, limits your search to a certain RVK class and therefore focuses on a specific subject area
- the „subject“-filter only works for books, for articles, terms from the article are usually found randomly. We recommend to use the „subject“ list rather as an inspiration for new search terms. For a new search, enter terms from the „subject“ list in "All fields" or the „title“ field.

RVK classification in the detailed view of a hit

Most books are shelved according to this classification, which is then also part of the shelf mark. The RVK can not only be used at the shelf but also virtually in Primus. A title can contain several RVK positions. The info button next to the RVK classification in the detailed view explains its meaning, clicking on the RVK classification triggers a new search for all hits in which this RVK position is listed. This function is very useful for obtaining further relevant hits.

Search tips

These apply to Primus and also to other catalogs and databases

Truncation (wildcards)

Keep in mind: * or ? may be used as wildcard and truncation symbols, consult the „Help“-section of the database or catalogue

Right-hand truncation with *

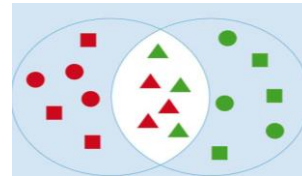
- used * to replace one or more characters in a search term in order to broaden your search
- a search for e.g. *romani** will find Romani, Romanik, Romanisch, Romanistik et al.

Truncation in the middle of a word with ?

- ? is the wildcard character used to replace any single character
- e.g. *wom?n* will find woman and women

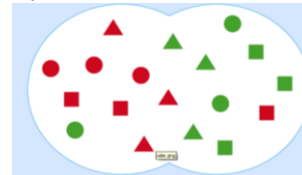
Boolean Operators (use capitals)

Operator AND



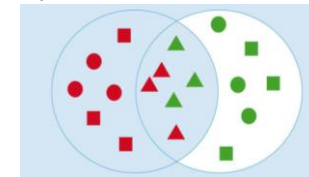
- combines two search terms with AND, i.e. searches for documents containing all of the words
- in Primus, AND is put between two search terms in a field by default, if no other operator is used
- in Primus Advanced Search the search fields are combined with AND by default

Operator OR



- search for records containing any of the words
- use for search with synonymous or related search terms, e.g. *crime novel* OR *detective novel*
- use for search with search terms of different languages, e.g. *Malerei* OR *painting*

Operator NOT



- use for search records that do not contain the term following NOT
- used to exclude aspects of a search term, e.g. *Shakespeare NOT Hamlet*

Phrase Search

- in Basic Search use quotation marks (") to search for exact phrases, e.g. „life writing“
- to search for phrases in Advanced Search use ‚is exact‘ instead of the default setting ‚contains‘ in the field on the left of the search term(s) field