



Scottish Fisheries Museum  
*Boats, fish and folk...*

# Photo Library

## Search Help Guide

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## Quick Search

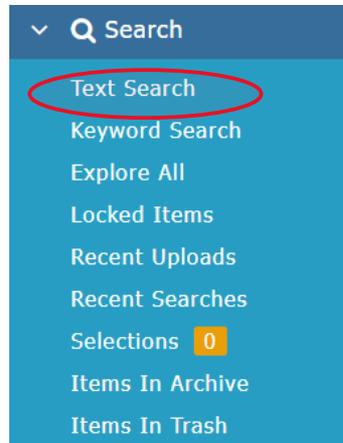
1. Simply type your search term into the search bar on the top right, or at the top of the Photo Library front page.



2. The Quick search will search across the titles, descriptions and keywords of the images. It can be a very useful initial search but may bring up a lot of results, some of which may not be relevant.

## Text Search

1. Start in 'Text Search' tab near the top of the main menu sidebar. Then work down the options on the search page from top to bottom.



2. Select whether you want your results to contain **all** your search terms or **any** of them in the 'Combine Terms' field.
  - a. To search for items containing all your search terms, select 'Items must satisfy **ALL** search criteria' in the dropdown. This is useful when you want to search for e.g. images of people named 'Gardner' in 'Anstruther'.
  - b. To search for anything that contains at least one of your search terms, select 'Items must satisfy **at least ONE** of the search criteria'. This is useful if you want to search for images of 'Ayr' or 'Girvan'.

### Search By Field

Select item type	Digital Item	
Combine terms	Items must satisfy ALL of the search criteria Items must satisfy ALL of the search criteria Items must satisfy at least ONE of the search criteria	
Item details	File metadata	
iBase ID	Is greater than or equal to	

3. Type in the term you wish to search for. The most useful ones are:
  - a. iBase ID: the reference number of the image in iBase
  - b. Title: will search for your term in the title
  - c. Description: will search for your term in the description.

### Item details

iBase ID	Is greater than or equal to	15
Title	Contains	Fish
Description	Contains	Salmon

4. Label search: if you know which keywords/labels you wish to search for, use the label search at the bottom.
5. All available labels will be listed in alphabetical order. If you know what you want to search for, type it into the field and select from the dropdown list.

Labels

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Contains any of

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Salmon  
SUBJECT > FISHING CATCH

Salmon fishing industry  
SUBJECT > FISHING INDUSTRIES

Deep sea fishing industry  
SUBJECT > FISHING INDUSTRIES > Salmon fishing industry

Newburgh Salmon Coble  
SUBJECT > BOATS > Museum boats

6. The system can search labels the following ways:
  - a. Contains any of: the database will show all images which are marked with any of the labels selected.
  - b. Contains all of: the database will show all images which are marked with all of the labels selected
  - c. Contains none of: the database will show all images which are not marked with the labels selected.

Labels

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Contains any of

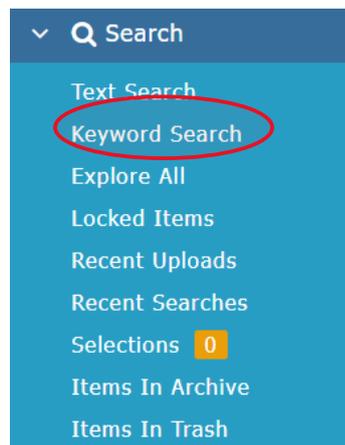
- Is empty
- Is not empty
- Contains any of
- Contains all of
- Contains none of

7. You can combine searches for the title and description with the label. E.g. If you type in "Brighter Hope II" and type in the label "Halibut", you will see all photos showing the "Brighter Hope II" that contain halibut.
8. The Search can be cleared at any time with the Reset button.

## Keyword Search

Searching by Keyword is another way to find images that have been labelled with our predefined descriptive terms. If you already know which keyword you want to find, we recommend you use the label search in the 'Text Search' page. If you want to explore the Keyword tree, this is how to do it:

1. Click 'Keyword search' in the main menu sidebar on the left.



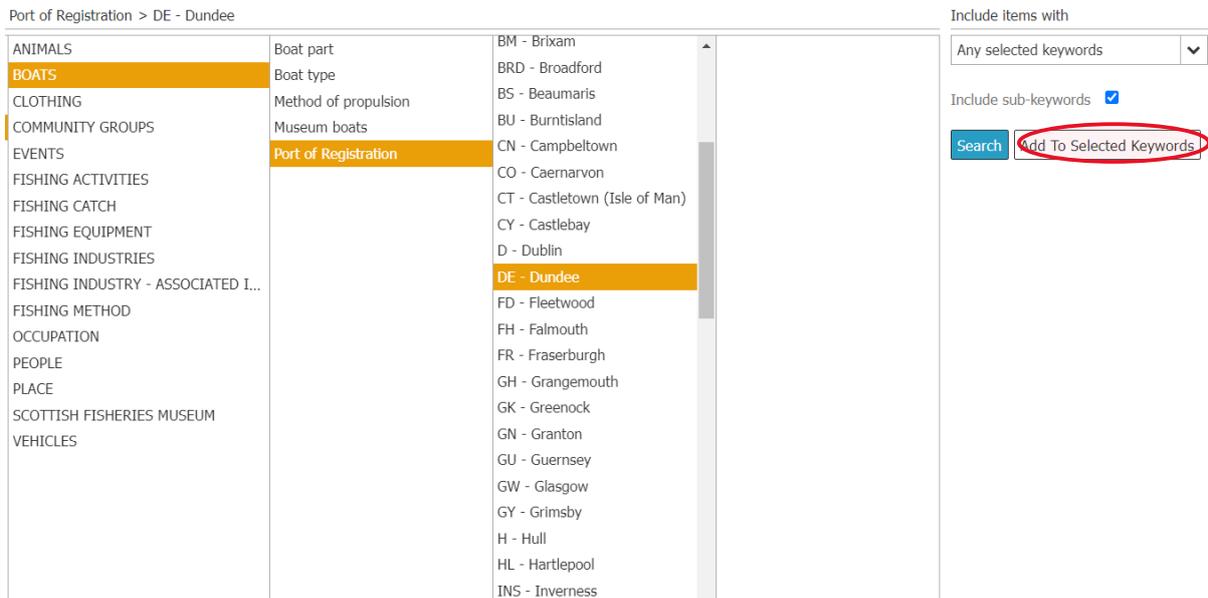
2. The keywords are arranged in a tree, with the most specific being towards the right of the table. Click each word to expand it and see any related sub-keywords.

### Search By Keyword

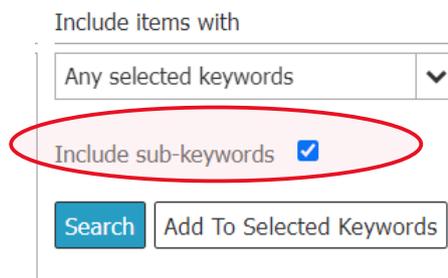
Keywords > SUBJECT > BOATS > Port of Registration > DE - Dundee

ATTRIBUTE	ANIMALS	Boat part	BM - Brixam
DATE	<b>BOATS</b>	Boat type	BRD - Broadford
GEOGRAPHICAL LOCATION	CLOTHING	Method of propulsion	BS - Beaumaris
<b>SUBJECT</b>	COMMUNITY GROUPS	Museum boats	BU - Burntisland
	EVENTS	<b>Port of Registration</b>	CN - Campbeltown
	FISHING ACTIVITIES		CO - Caernarvon
	FISHING CATCH		CT - Castletown (Isle of Man)
	FISHING EQUIPMENT		CY - Castlebay
	FISHING INDUSTRIES		D - Dublin
	FISHING INDUSTRY - ASSOCIATED I...		<b>DE - Dundee</b>
	FISHING METHOD		FD - Fleetwood
	OCCUPATION		FH - Falmouth
	PEOPLE		FR - Fraserburgh
	PLACE		GH - Grangemouth
	SCOTTISH FISHERIES MUSEUM		GK - Greenock
	VEHICLES		GN - Granton
			GU - Guernsey
			GW - Glasgow
			GY - Grimsby
			H - Hull
			HL - Hartlepool

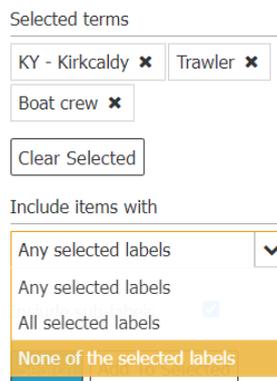
- When you find a keyword you wish to use, highlight it and click 'Add to selected Keywords'.



- 'Include sub-keywords' is ticked by default. For example, this is useful if you want to search by date: you could choose the Keyword '1920-29' and the search will include any images marked with an individual year that falls under that Keyword, such as '1922'.



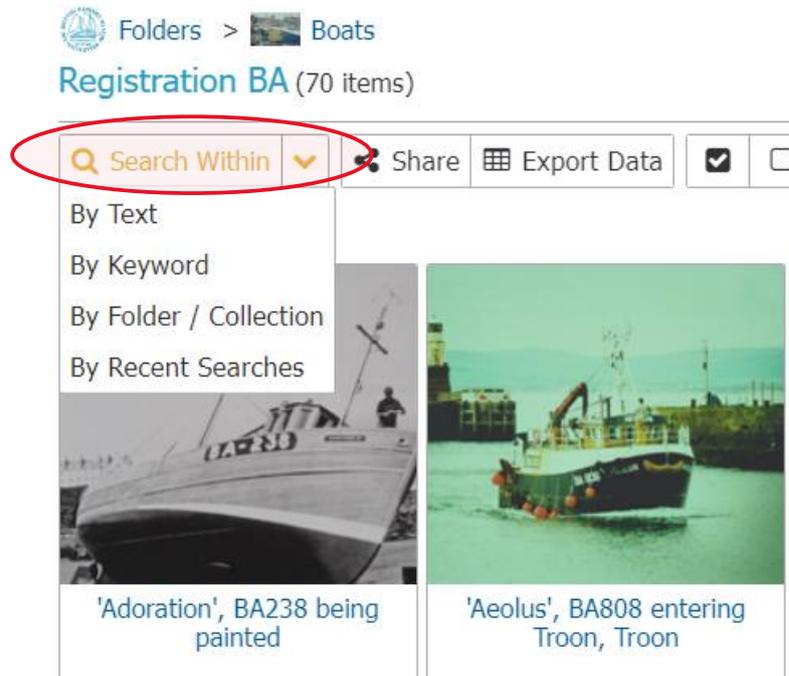
- You can search using a single keyword, or a number of keywords. Repeat the process above until you have selected all the keywords you wish to use.
- Select whether you wish to search for **all** the keywords, or search for any item with **any** of the selected keywords. You can also search for any items **excluding** the selected keywords.



- Click 'Search'!

## Search within a folder or collection/refine a search

1. We have grouped the images into Folders and Collections based on geographical location, subject and topic. You can find these using the links on the main menu sidebar.
2. Click on the Folder or Collection you want to explore – some have sub-folders. Then use the 'Search Within' feature to search within the folder/collection.



3. The same can be done to search within any search results to refine your search further.
4. Text and Keyword searches are slightly different from the method described above and have three categories: 'Refine', 'Combine', and 'Exclude'.

### Search Within By Field

Search within: **Selections**.

Refine	Combine	Exclude
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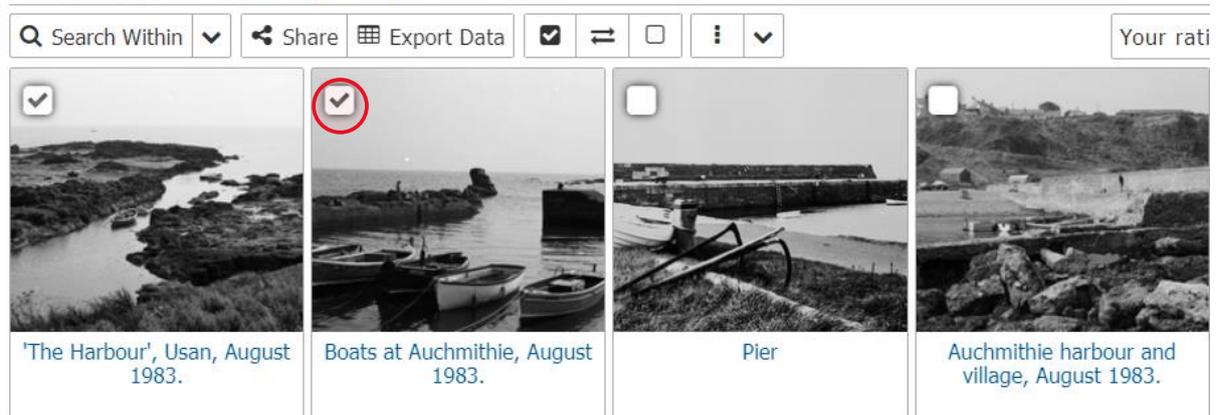
Combine terms:

- a. Refine: Best used when wishing to refine a search further by searching for more specific terms.
- b. Combine: Combines this search with another one.
- c. Exclude: Will exclude any specified terms from the selection.

## Create a Selection

If you want to select images from your results to compare, share, or purchase, you can select them by ticking the small box at the top left of the image thumbnail.

All Digital Items AND Angus AND "1950-1999" (11 items)



The screenshot shows a search results interface with a toolbar at the top containing 'Search Within', 'Share', 'Export Data', and other icons. Below the toolbar are four image thumbnails, each with a small checkbox in the top-left corner. The second thumbnail, titled 'Boats at Auchmithie, August 1983.', has its checkbox circled in red. The other thumbnails are: 'The Harbour', Usan, August 1983.; 'Pier'; and 'Auchmithie harbour and village, August 1983.'.

You will see your selections at the bottom of the page. From here, you can bring the selection to full screen. You can also search within a Selection if you want to narrow the results further.



The screenshot shows a selection interface with a toolbar at the top indicating '20 selected' and options for 'Search Within' and 'Print'. Below the toolbar is a row of nine image thumbnails, each with a caption. The first thumbnail has a black box with the text 'Open full page' overlaid on it. The captions for the thumbnails are: 'A350, inshore multi-purpose', 'Alexanders', A177, 'Arden Lea', A805, 'Arden Lea', A805, and, 'Bickleigh', A201, 'Bickleigh', A201, 'Confederate', A527, 'Cromdale', A365, 'Cromdale', A365, and 'David John', A169.

## Tips on getting the best search results

- Input your search term into multiple fields. If the title does not have it, the description might.
- Search by keyword, then refine your search through the methods described in the last section above.