To Perform an Advanced Search

1. Click on “Advanced Search” (Highlighted below)

2. You can tailor your search to include searching for multiple keywords in several fields at once; adding or removing collections to search across; and searching by a date range.

3. Your search results will be displayed as seen below.
4. You can further refine your search by selecting (or deselecting) collections; selecting further restrictions from a list of fields (in this example, they are CREATOR, DATE, and SUBJECT seen at left) or by browsing suggested topics. For example, clicking on Photographs (item type) will display only photos that fit your search criteria.

5. You can make additional changes to your search results by doing a further search within your results (by entering a word in the search box seen below) or by removing previous search criteria from your results by clicking the blue X next to the keywords (in the image below: Waco, Baylor, or date search 19000101-19101231).