



Department of Music

A Guide to Using the Library and Online Research

A screenshot of a web interface titled "Find Database". At the top, there are four navigation buttons: "Find Database" (highlighted in yellow), "Find eJournal", "MetaSearch", and "My Space". Below these is a blue bar with "Find Database" and "Database List". The main heading is "Find Database". There are two tabs: "Subjects" (selected) and "Titles". The "Subjects" section lists: "General" (highlighted), "Arts and Humanities", "Engineering", "Social Sciences", "Medicine and Health Sciences", and "Science". The "Sub-category" section lists: "General(104)" (highlighted), "Data(13)", "Digital Learning Resources(3)", "eJournal collections(51)", "Electronic Books(66)", "EU Official Publications(19)", "UK Official Publications(32)", "Library Catalogues(26)", "Newspapers(14)", "Official Publications(39)", "Patents(7)", and "Reports(17)". At the bottom, there are two radio buttons: "Show all" (selected) and "Show unrestricted".

Virginia Anderson (with special guest, Nicholas Sackman)

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1.

Basics

This document will show you some features of the online library and some handy hints for searching your essay topics. We will start with the basics: logging in and accessing the online module site WebCT, which is used for some courses (your lecturer will tell you if it is used). Then we will look at features of the library and links to library help pages, and finally to accessing the university Library Online Catalogue (UNLOC). Later we shall look at specific features of the catalogue, the eLibrary gateway, then we will show how Google searches can add to your searching pleasure and bring you great rewards.

THE PORTAL

How to get in:

- On the University home page, click Intranet Portal from the Quick Links drop-down on the top right corner.
- Sign in, using your user name and password.
- The tabs at the top include tabs called 'Modules' and 'Library': these will be the pages that we will examine.



A screenshot of a 'Sign In' form. The form has a title 'Sign In' in blue. Below the title is a 'Help' link. There are two input fields: 'Username:' with the text 'myusername' and 'Password:' with a masked password '*****'. At the bottom of the form is a button labeled 'Secure Sign In »'.

WEB CT

- On the Modules page, look for Web CT. The link will look like one of these buttons (right):
- Click on it; you will be asked for your user name and password again.
- You will then see a page somewhat like the following (next page):



The screenshot shows the My WebCT interface. At the top left is the University of Nottingham logo. The main header says 'Welcome, Virginia Anderson. Today is 07 September 2010 16:15 BST.' Below this are three panels: 'Calendar Day' (no entries), 'To Do List' (no items), and 'My Grades' (no new grades). The central 'Course List' panel shows several courses, including 'Information Services - Pathway', 'Information Services - WebCT for University of Nottingham Staff', and five Music courses: 'Music - Dissertation I (W33P10)', 'Music - Dissertation II (W33P11)', 'Music - Interpreting Tonal Music (W31A28)', 'Music - Research Seminar A (W33S12)', 'Music - Research Seminar C (W33S13)', and 'Music - Research Seminar E (W33S18)'. The right sidebar contains 'Campus Announcements', 'Personal Bookmarks', and 'Campus Bookmarks'.

- Click onto the relevant course—you will be subscribed to the site automatically. Depending upon what your lecturer has set up as useful for the course, Web CT can contain lecture notes, links to relevant web sites, assignments—even discussion groups and a chat room. Enjoy.

LIBRARY LINKS

The University of Nottingham library system consists of a number of general and specialist libraries. The two that you will find most useful for music research are the Hallward Library and Denis Arnold Music Library.

Here are some links that might provide a good introduction:

- General information for use of libraries: <http://www.nottingham.ac.uk/IS/libraries/using/index.aspx>
- Denis Arnold Information online: <http://www.nottingham.ac.uk/is/libraries/locations/denisarnoldmusiclibrary.aspx>
- Denis Arnold Resources: <http://www.nottingham.ac.uk/is/libraries/locations/resourcesmusic.aspx>

2.

Denis Arnold Library Facilities

The library has many in-situ holdings, including books, sheet music, and periodicals (you will see these in your library tour). Recordings are accessed at the listening stations; five of these booths having access to the Naxos online recording library. Both of these can keep the music lover happy for hours on end. All five stations with computers play DVDs. In the main room, facing the entrance, are a number of terminals dedicated to the University of Nottingham Library Online Catalogue (UNLOC), which we shall look at in the next chapter.

However, it is the real, not the virtual, world of Denis Arnold that we wish to look at first. Nick Sackman provides help with physically negotiating this rich resource.

Department of Music Geographical Music Library Guide

The Music Library holds an enormous stock of books, scores, sheet-music, journals, periodicals, DVDs, and reference items. The CD-collection and the Naxos Online Library are separate matters and will not be covered in this document.

The online cataloguing system ought to be a simple, straightforward search-engine for our collection but, because of the unique nature of music-publications, it can often be quite difficult to track down a specific item unless you understand a) the layout of the Library and b) the idiosyncratic characteristics of the University's cataloguing system.

A GEOGRAPHICAL GUIDE TO THE LAYOUT OF THE LIBRARY

The 'stacks' of books directly to the left of the doorway are all books which come under the **ML** designation — **M**usic **L**iterature. These books include Histories, Biography, Criticism etc., and the various types are shown on the A4 white card attached to the wooden end-cheek of Stack 1. Books are arranged alphabetically by name of author. Where there are many books having the same numerical designation — **ML60** for example — those books are positioned sequentially according to the first three letters of each author's name (which can be seen on the spines).

The **ML** books extend over Stacks 2, 3, and the LH side of Stack 4, currently finishing at **ML 3921**.

At the very start (top) of the **ML** Stack 1 there is a collection of books with various odd-looking designations. These are books which have a tangential relation to an aspect of music (which is why we bought them) but their spine-designation is the one which they would carry if located more 'normally' in Hallward Library.

The next spine-designation of our books is **MT** – **Music Theory** (Stack 4). Again, there is a white card on the wooden end-cheek of the stack showing the various designations included within the **MT** category (**MT1** – **MT955**).

The right-hand-side of Stack 4 also has the start of a sizeable collection of very large **ML** books, designated in the electronic catalogue as ‘OVERSIZE’. These books run to the end of Stack 4 and onto the left-hand-side of Stack 5.

You will find our alphabetical collection of journals and periodicals on Stacks 5, 6 & 7.

The LH-side of Stack 7 sees the start of our collection of miniature scores — **m/M1**– **m/M1102** — which continues onto the right-hand side of Stack 7. Note the small ‘**m**’ at the start of the designation which indicates a ‘miniature’ score.

Stack 8. Sheet Music — **f/M1**– **f/M1000** approx. (the **f** stands for ‘folio’). These are paper-covered scores (fragile) and multiple items are included in each hanging folder. The numerical designations hand-written on the plastic edging-strip refer to the folder to the left of each strip. It is vitally important that sheet-music is returned to the correct folder.

Critical/collected editions of scores

These begin on Stack 9 (LH-side), continue on the other side, then across the entirety of the rear wall and round onto the LH-side of Stack 10. These are all scores of compositions (arranged alphabetically, by composer) where the editors and publishers have spent much time and expense trying to establish a reliable, mistake-free printing of the music. The spine-designation for these volumes is **M3**.

Large-format scores

These start on the LH-side of Stack 10 and continue all the way through to the RH-side of Stack 12. These scores are sometimes simply larger, easier-to-read printings of miniature scores but, often, they are unique publications which are in large format simply because the complexity of the music means that the score cannot be made any smaller. The catalogue/spine-designation for all these scores is **M**.

Stack 12 contains all our reference volumes (dictionaries, etc.) **RefML/**.

3.

Unlocking UNLOC

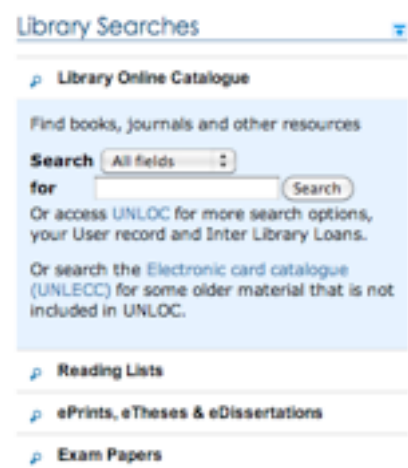
This section will describe the fun and excitement of searching the Library Online Catalogue. First, we will describe how to access UNLOC when you are away from the library, describe help guides on the UNLOC pages, show some search parameters that will help you to narrow down that source and give you an introduction to a cool feature of the library: eBooks.

HOW TO GET TO UNLOC

- In Portal, go to tab marked Library, and use search feature:
- or use this link: <http://aleph.nottingham.ac.uk/F?RN=28195299>

This search link will all you to do a general search of words (author name, title, keyword, whatever), either of all library holdings, or if you click on the Search drop-down ('All fields'), you can search for your word or word in journal titles only.

To do a closer search, click the link that reads, 'Or access UNLOC for more search options'. This brings up the Basic Search page (shown next page), where you can refine your search.



[Log in](#) [Reset](#) [Search](#) [Results List](#) [Previous Searches](#) [User](#) [ILL](#) [Store](#) [Reading Lists](#) [Electronic Card Catalogue](#) [Help](#) [News](#)

Basic Search | [Advanced](#) | [Browse](#) | [Journals](#) | [Laptops/Rooms](#)

Search for books and journals, both print and electronic, official documents, reports, conference proceedings and [more](#)

Search for Manuscripts [here](#)

Search for	<input type="text"/>			
In	<input type="text" value="All Fields"/>	<input type="button" value="Search"/>	or	<input type="button" value="Clear"/>
<input type="text"/>	eg. dickens tale cities			
<input type="text"/>	Words adjacent?	<input checked="" type="radio"/> No	<input type="radio"/> Yes	Search hints

Use the **Advanced** option for a more flexible search

Use the **Browse** option for browsing lists of:
author names, titles, subject headings, series etc.

Use the **Journals** option to locate journal titles.

Pathway  [...for more help](#)

HOW TO SEARCH UNLOC

First, here is a link to the Library's own instruction manual for UNLOC, called Pathway 2 Information: <http://www.nottingham.ac.uk/pathways/information/help-page-UNLOC.html>

Use Pathway 2 Information as an introduction. It will show you how to:

- Access materials held in the UN Library Catalogue.
- To search, modify your search, and filter your search according to sublibrary, year, format, and other data.
- Select results, save them, and mail them to keep for future use.
- Use UNLECC, a database of older and less used items. Most UNLECC items have been incorporated into the main catalogue, but many items from this collection are held in the Central Store and may be requested.
- Order interlibrary loans.

These last two features may be useful for you in later work, especially if you choose to write a dissertation.

Music Shelfmarks

As we have seen in Nick Sackman's geographical guide, music materials have Library of Congress shelfmark codes that start with 'M'. Some of the following information was adapted by Philip Bellamy from the University of Chicago's guide to their library.

- M [number]: Music (printed and manuscript music, facsimiles, DVDs of operas & other performances, documentaries, etc.)
- ML [number]: Literature on Music (journals, libretti, biographies, history)
- MT [number]: Musical Instruction and Study (theory, performance practice)

The numbers also indicate specific categories within these broad divisions. These categories are sometimes used rather loosely themselves. Christian Wolff's *Writings & Conversations* — ML410 WOLFF — is categorised biography, but it is actually a collection of Wolff's writings rather than a biography *per se*. As you inhabit the library, you will get a feel for these categories and their placement on the shelves, which makes browsing the library much easier. However, you can search without worrying about the details of the sub-categories. Searching requires some canny thought, as we shall see next.

Search Parameters

These are explained further under 'Help' on the UNLOC page.

- Basic: Author Name, full or partial title, keyword, in all fields or various types of filters (picture example on previous page). This may return too many items, and they may not be your cup of tea.

- **Advanced:** This narrows and refines a search, using fields and search parameters.

The fields include subject, author, title, journal title, series, special collection, publisher and language. Diacritical marks (such as Fauré) are not necessary: the search will be made with or without them. Diacritical marks that create space between letters music be included.

Names

Variant spelling of names

Some names are very difficult to search. Some examples:

Most names transliterated from non-Roman scripts have multiple spellings in English: Prokofiev is also Prokofieff and Prokofief; Tchaikovsky can be Chaikovsky or Tchaikovski or Tchaikowski or Tchaikovskii; Shostakovich will also be listed as Schostakowitsch and Schostakovich. Find the one that works, then note the spelling used in the author heading or subject headings in the bibliographic record: that's the form of the composer's name to use when searching the catalogue. For example, Tchaikovsky (or Peter Ilich Tchaikovsky) is the proper spelling to search the catalogue. Alternatively, one way of tracking these variant spellings when using either Basic or Advanced Search on UNLOC is to put in a wildcard symbol (#) after the letter(s) where alternatives are possible, thus:

'Musorgsky' (with one 's') will produce one set of results, while 'Mussorgsky' will produce another. You can get round this by entering 'Mus#orgsky' in the search box. This will produce results for both spellings.

- Umlauts in German names are sometimes rendered with added letters in English (Schonberg = Schoenberg), but they are usually left as they are (Furtwängler = Furtwängler).
- Mendelssohn is sometimes Mendelssohn-Bartholdy

Uniform Titles

Uniform titles are assigned to almost every musical work during cataloguing, so that a single search will retrieve all the different editions and formats of that work, even if they are spelled in different languages. This is a crucial concept when using the catalogue. Using the uniform title is often the solution when you're sure we must have something in the Music Collection, but you can't find it in the catalogue. **Scores almost always have uniform titles.**

There are three main types of uniform titles:

- Form titles
- Distinctive titles
- Collective titles

Form titles start with the musical form of the work, then give the instruments used to perform the work (unless the form implies them), the opus or catalogue number, and the key of the work. As a practical matter, the composer's name along with the work and opus number are usually enough to retrieve the item. However, if there are specific catalogues for a composer — BWV for Bach, K. for Mozart — use those numbers.

- Beethoven's *Third Symphony* = **Symphonies, no. 3**
Here, the form 'Symphony' implies 'orchestra' so the 'instrument' is omitted.
- Bruch's *Violin Concerto* = **Concertos, violin, orchestra, op. 26, G minor**
- Brahms, *Five songs for male chorus, op. 41* = **Lieder, men's voices, op. 41**

Distinctive titles are titles assigned by the composer, and are always in the original language of the composer. Operas are found by their distinctive titles:

- Louis Andriessens's *De stijl: (De materie, part III), for 4 women's voices, female speaker and large ensemble* = **Stijl, women's voices**
- Mendelssohn's *Hebrides Overture* = **Hebriden**
- Mozart's *Magic Flute* = **Zauberflote** (NB: Learn the opera titles in the original language -- that's the uniform title, and it will pick up operas in translation, both scores and recordings).
- de Falla's *Nights in the Gardens of Spain* = **Noches en los jardines de Espana**

Collective titles are for bodies of work. These can be complete works (all forms of composer's work), complete concerti (a selected portion of the composer's work, by form or instrument) etc. When the body of work is a subsection of the complete works, the term 'Selections' is added. There are three types of collective uniform titles:

- **Form:** Brahms, *Complete symphonies in full orchestral score* = **Symphonies**
- **Performance medium:** Schubert, *String quartets* = **Chamber Music, Selections**
- **Mixed Forms:** Bach, *Werke. Hrsg. von der Bach-Gesellschaft zu Leipzig* = **Works**

Fly in the ointment

There are, of course, hurdles to get round — no search facility is perfect! Knowledge of these hurdles not only will help you to get the result you need, but creative searching will also gain answers to questions you may not have thought of asking, as Nick Sackman has noticed. For instance:

- What if you don't know the opus number? Try everything you know about your source in various combinations.
- Occasionally, the score will be listed in a certain language and not in others. For instance, if you enter 'Bruch' and 'Violin Concerto' in the Advanced Search won't get you anywhere. However, searching for 'Bruch' alone brings up 'Konzert für die Violine', which is what you want, only in its German title.
- Here's another one from Nick, based on a recent search:

Janacek's *Cunning Little Vixen* apparently doesn't exist under that title, but a video recording will be found if one enters *'The' Cunning Little Vixen*. The score of the opera will not appear even if one enters *Prihody Liski Bystrousky* [its original Polish title]. Even if one remembers (and a student wouldn't be likely to know this) that Janacek didn't write many operas, and one enters 'Janacek' and 'Operas' there are no results, but 'Janacek' and 'Opera' (singular) brings up all the answers. However, *The Cunning Little Vixen* actually appears under its German title of *Das schlaue Fuchslein*.

Is this a problem? Even if the cataloguers fix these particular anomalies, there will always be others. The solution? Always submit multiple search parameters in every combination you can find, and be sure to think to search for variants in language.

A further example of creative searching

Further creative searching may give you an idea of the way that researchers might be thinking. This works more clearly in a larger search database such as Google, or RILM, but we can try it here, to see what the UoN has on offer. You can refine your search by choosing to combine the two

parameters (AND), choosing either of these parameters (OR), or eliminating the second parameter from the search of your first parameter (NOT). I want to know how many writers use certain terms rather than others, to find out how these terms and their use change over time. I try each of these buttons for the title search ‘modernism’ and ‘avant garde’.

Advanced Search | [Basic](#) | [Browse](#) | [Journals](#) | [Laptops/Rooms](#)

Use this page for a more flexible search. You can type your search terms into one or more Search for Manuscripts [here](#)

Field to search: **Search for:**

e.g tale cities

And **Or** **Not** or

e.g tale cities

[Search hints](#)

For ‘modernism’ AND ‘avant garde’, I got 28 results, for OR, there were 747, and for NOT there were 531 results. These results may change as new titles are added, but you should get something similar. Try this search with other fields (journal titles or collections, for instance). Try your own parameters and see what you get. Other search pages work in a similar way and include:

- Browse: Alphabetical list of adjacent authors or titles
- Journal Search: Narrows search to journal titles


Once you have put in the search, a new window appears with the results (below). This Results List can be further modified and filtered.

Results for Title word(s)= modernism AND Title word(s)= avant garde; Sorted by: Year, then Author

[Modify](#) | [Filter](#) | [Select All](#) | [Deselect All](#) | [View Selected](#) | [Create Subset](#) | [Save/Mail Selected](#)

Click on the underlined number to see the Full View of the record or on "Availability" to see item details. To select records click in the left hand boxes. To sort by different criteria click the underlined column headings.

Records 1 - 20 of 28 (max display and sort: 1000 records) [Jump to first/last](#)

<u>Full</u>	<u>Cover</u>	<u>Author</u>	<u>Title</u>
<u>1</u> <input type="checkbox"/>		Sharp, Jane Ashton, 1956-	Russian modernism between East and West : Natalia Goncharova and the Moscow avant-garde / Jane Ashton Sharp.

Try clicking modify and seeing how the results change when you input AND or NOT for either ‘Chinese’ or ‘British’. Now, remove this modification, so that you have the original number for ‘modernism’ and ‘avant garde’.

You can also click ‘Filter’. Try seeing what your results look like when you

1. Choose Filter
2. Scroll down to ‘Filter by Year’.

3. Enter 2000 in 'from' and 2002 in 'to'. Press Go.

Filtered this way, my results for 'modernism' and 'avant garde' reduce from 28 to seven.

Results

The Results page also shows the library location (say, Denis Arnold or Hallward), and availability (both on the right of the result) for each entry. You can check whether the book is in the library, by clicking on the link marked 'availability'. A new page comes up with more information; you can then book an available title, or reserve one that is out by clicking the request link, which will be called 'Request', as below, or 'Booking'.

The screenshot shows the 'UoN - Holdings' page for the book 'Russian modernism between East and West' by Jane Ashton. It includes a 'Back' button, a description of the book, and a table of holdings. The table has columns for Request, Description, Item status, Due date, Due hour, Sublibrary, Collection, Location, No. of requests, and Barcode. One holding is listed with an 'Ordinary loan' status at the 'Hallward Library' location.

Request	Description	Item status	Due date	Due hour	Sublibrary	Collection	Location	No. of requests	Barcode
Request		Ordinary loan			Hallward Library		Oversize N6988.5.A63.54		1004771908

This feature is useful if you need to read something in the next few weeks and someone has taken it out. You will be asked to log in to the library (your library card number and a password that is initially the last four digits of that number, which you should change as soon as possible). That person will be sent a note to bring back the book.

EBOOKS

Using UNLOC for other materials is much the same process as using UNLOC for books. Use the journal tabs for journals; we will get to the access of journals on the eLibrary Gateway later. You may have noticed, in the sample search of 'modernism' AND 'avant garde' that several of the results showed no library location; rather they read 'eBook. Link to Resource'. Here the fun begins. There are several databases of ebooks that you can read online. Let's try a few as each is slightly different.

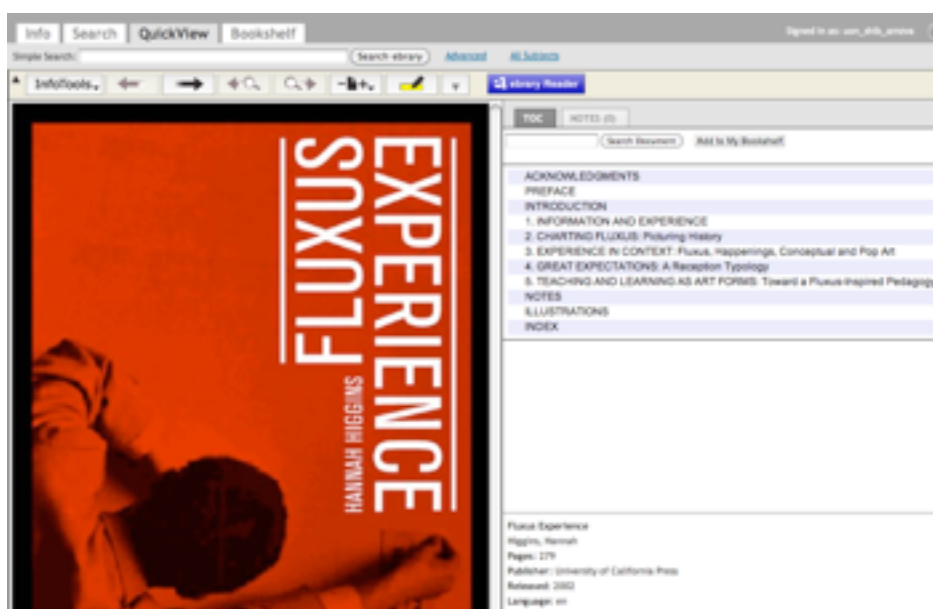
- Suppose we want to read Adam Krims' *Music and Urban Geography*. Go on, look it up. The library search page gives two results: a copy in Denis Arnold and an eBook. You are sitting comfortably at home in your pyjamas and don't want to go all the way to the library, but you can still access this book.
 - Click on the eBook link. This will bring you to MyLibrary. You are presented with a login page. You want one of the two lower options:
 - Institutional login: Select UK Access Management Federation, click go, and choose the UoN from the list of universities. This will then ask you for your user name and ID, which will bring you to *Music and Urban Geography*.
 - Athens login. Choose the Athens point. This should bring up the choice of logging in to the University of Nottingham page (if not, choose to log in to an alternative account), then

(if you are off campus) to another login page, which will bring you to the MyLibrary site (next page).



Once here, you can turn pages, add notes, print limited pages, copy extracts, and so on.

- Another collection of eBooks is ebrary. Let's look for Hannah Higgins' *Fluxus Experience*.
- Click on the eBook link. This will bring you to eBrary. If you are already logged in due to your time with Adam Krims on myLibrary, then it will bring you directly to ebrary and Hannah Higgins, but the sign-in is the same process.



ebrary has many of the same features as MyLibrary (limited copying, page turns), plus a pop-up reader.

- Similarly, Oxford Scholarship Online has a number of books that you can read, for instance, Stephen Davies, *Musical Works and Performances*.
- Click onto the eBook link. You will get the book page first. Click on the chapter that you wish to read. You will be asked for a login, either for Athens or Shibboleth. Follow the links (next page).

The screenshot displays the Oxford Scholarship Online interface. At the top, there is a navigation bar with the site logo and various utility links. Below this, a breadcrumb trail indicates the current page: Home > Subject Index > Philosophy > Table of contents. The main content area features a book cover for 'Musical Works and Performances: A Philosophical Exploration' by Stephen Davies, a University of Auckland professor. The book's publication details, including the year (2005), publisher (Oxford Scholarship Online), ISBN, and DOI, are listed. An abstract follows, discussing the relationship between musical works and their performances. Below the abstract, keywords are provided, and a 'Table of Contents' section is visible at the bottom of the page.

Books on Oxford Scholarship Online can be read on their web page, or as downloadable chapter-length pdfs. There is a legal limit to what you can download and the quality is less good than those of the other two sites, but the download feature is very handy.

Now, we shall move on to another cool feature of online library scholarship, the eLibrary Gateway.

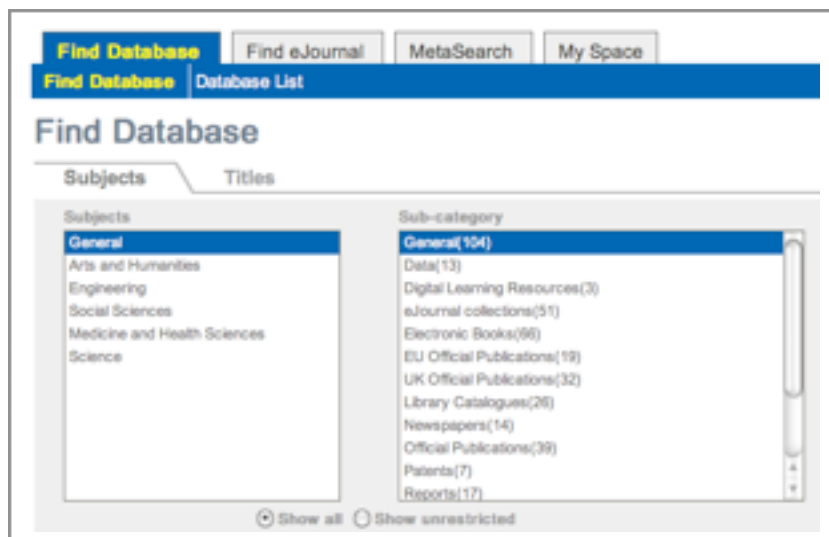
3.

eLibrary Gateway

The richest feature of online research on the library pages at the UoN is the eLibrary Gateway. Return to the Library tab on the Intranet Portal. Above the UNLOC search, is the following button (below). Press this button as your passport to eLibrary adventure.



- On the page that comes up, the first tab presented is Find Database (see next page). The tab below is set to 'Subjects', and by default is set to 'General'.



- The 'General' subject lists a number of sub-categories of general-interest links, including eJournals, newspapers, and other useful stuff.
- Usually I choose the second subject, Arts and Humanities. Click on it, and the subcategories change to the various disciplines studied at the UoN (American Studies, Archaeology, and so on). Scroll down to music, highlight, and press 'go'.

You are now in the Database List (next page): over 50 databases, libraries and gateways of interest to music students.

Database List

Search for "SubjectsArts and Humanities, Sub-CategoryMusic" found 55 Databases

Table View [Brief View](#)

Database Name	Type	Actions
AZA (Access to Archives) U	Database	i +
allmusic		i +
AlphaGalileo U	Gateway	i +
Arts & Humanities Data Service C	Gateway	i +
Arts + Humanities Citat. (WoK)	Database	i +
Bach Bibliography U	Database	i +
Bach Digital	Database	i +
BBC Archive		i +
BBC World Music Archive	Database	i +
BBH: Bibliography of British and Irish History	Database	i +
BookData Online N	Database	i +
British Academy Portal U	Gateway	i +
British Humanities Index (ICSA)	Database	i + ?
British Library Archival Sound Recordings	Database	i +
BUBL Music U	Gateway	i +
CHARM: Sound files	Database	i +
Classical Music Library	Database	i +
Comaepla C	Library	i +
Doctoral Dissertations in Musicology-Online U	Database	i +
eScholarship editions	Library	i +

- Some of these databases are available freely (marked U), some only available from networked computers (marked N), some have special instructions for access. The key to these variants can be found in the legend on the right of the page (not shown in the example above).
- Some of these lists will require you to log into Athens or the UK Management Federation, as you did for the eBooks. In this case, look for UoN in a drop-down list of universities, or press the link for 'Athens' and follow the login instructions as they come up.

DATABASES FOR MUSIC

Some interesting databases and gateways:

- BUBL Music: a gateway to many useful websites devoted to all types of music.
- BBC Archive and BBC World Music Archive: collections of television programmes and radio programmes on world music.
- eScholarship editions: a collection of ebooks from the University of California Press. Most of these are available only to UC students, but a small core of publicly available books on music, including Lawrence Kramer's *Music as Cultural Practice*, can be read online.
- International Music Score Library: thousands of scores in public domain, available for download as pdfs. Many of these scores are in historic editions or have been transcribed by volunteers, but this is a good source for scores unavailable by any other means.
- JURN: a Google-based database accessing online free eJournals.
- Nexis: Archive of newspapers (including music reviews, obituaries) from the past twenty or more years.

- Specialist links to subjects including Bach, Wagner, Victoriana, music theory, pop music and media.

The most immediately useful link in this database list is, of course, *Oxford Music Online*, that leads you to the subscription-only *Grove Dictionary* and *Oxford Dictionary of Music*.

DATABASES OF MATERIAL OUTSIDE THIS UNIVERSITY

There are also several very useful databases that show a range of materials available throughout the world. Many of these sources will not be available at Denis Arnold. So why would you want to know about them?

1. You may wish to know what other studies have been done on your subject, for various reasons (to point to further study beyond your class essay, or to see if your approach has already been done—this is especially useful if you are looking for an original dissertation topic).

2. You may have access to another library that may have these materials (say, at a cooperating library near your holiday residence).

3. You may be working on a long-term project, such as a dissertation, in which you can order the materials through interlibrary loan.

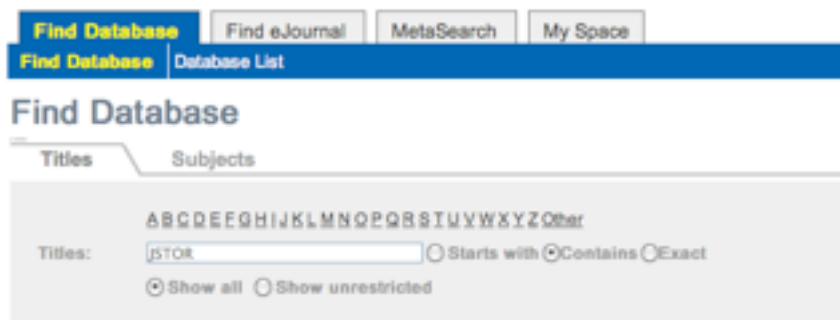
Important links of this sort in the Database List include:

- *Doctoral Dissertations in Musicology - Online*. Mostly American dissertations (what we would call PhD theses).
- *Index to Theses*. British and Irish theses. Requires password when off-campus: see Information on eLibrary Gateway.
- *ProQuest*. The central database of American theses and dissertations. Can be accessed through a database search on the eLibrary Gateway and logged in via Athens.
- *RILM Abstracts of Music*. This is the governor of all search databases for music, including books, journal articles, theses, conference reports, and other published work.

These databases usually show only citations, which you will need to follow up, although ProQuest, Index to Theses, and RILM will link you when the full text is available online (where sometimes you will be asked to pay for them).

JSTOR

Another port of call is JSTOR. Funnily enough, this database is not in our database list for music. It can be accessed from the eLibrary gateway by clicking 'Find database', then 'titles', then typing in JSTOR in the search box (next page).



Four databases will pop up. Pick 'JSTOR' (no other qualifiers), and it should come up.



If you are off-campus, you will be asked to log in with your user name and password, which will bring you to the JSTOR home page.



JSTOR is a very useful collection of many of the most important titles in many disciplines, including music. These articles can be read online, or downloaded as pdfs.

Searching JSTOR

You can search for specific articles, or browse journals. I have decided to search for 'augmented sixth chord'. Here is what came up (next page):

Search Results

augmented sixth chord

Search within these results

SHOWING 1-25 OF 1342

Sort by: Relevance Display: 25 per page

Show:
 All results | Only results with images
 All content | Only content I can access

Select/unselect all to:

1. **Supplement to the Theory of Augmented-Sixth Chords**
 Daniel Harrison
Music Theory Spectrum, Vol. 17, No. 2 (Autumn, 1995), pp. 170-195
[Page Scan](#) [PDF](#) [Item Information](#) [Page of First Match](#)

2. "Inescapable" Coherence and the Failure of the Novel-Symphony in the Finale of Mahler's Sixth
 Ben Minahan
19th-Century Music, Vol. 31, No. 1 (Summer, 2007), pp. 53-66

3. **Chromatic Chord Symbols**
 Richard Parrott
Computer Music Journal, Vol. 14, No. 2, New Performance Interfaces 2 (Summer, 1990), pp. 13-14
[Page Scan](#) [PDF](#) [Item Information](#) [Page of First Match](#)

4. **Chord as Motive: The Augmented-Triad Matrix in Wagner's 'Siegfried Idyll'**
 Mark Anson-Carter
Music Analysis, Vol. 15, No. 1 (Mar., 1996), pp. 57-71
[Page Scan](#) [PDF](#) [Item Information](#) [Page of First Match](#)

You have access to this content
 See citation and access options
 Full text on external site

The result on the previous page shows both content that is available on JSTOR and content that is elsewhere. Item 2, from *19th-Century Music*, is too new for JSTOR (the yellow arrow next to the citation indicates this). Luckily, we have a subscription to this journal, so we can access it elsewhere (how, we'll see later).

Why is some content unavailable? Most JSTOR periodicals are subject to a 'moving wall' (usually three to five years), so the content here is not bang up to date. Some titles, such as the *Musical Quarterly*, have search features that will allow you to find articles from content on JSTOR, and citations for newer content.

Using JSTOR

Let's use the first hit, Daniel Harrison, 'Supplement to the Theory of Augmented-Sixth Chords', *Music Theory Spectrum*, 17/2 (1995), 170-195. On this page alone, I can click Save Citation (which required me to sign up to a special JSTOR account), email the citation to myself for safe-keeping or to a friend, or export the citation for use in EndNote or other reference software. The other links for this item include:

- a link to the 'Page Scan', which you can read online.
- a link to access a downloadable copy in pdf format. JSTOR will ask you to agree to the terms of use for the pdf (no naughty copying or sharing with all your friends!), then once you agree, the pdf pops up in another window, or downloads to your computer (depending upon your computer and its settings). The pdf is a wonderful thing: you can save it to read in your own time and you can copy quotations to paste into your essay (with a full citation, of course).
- 'Item information', which includes such bibliographic data as an abstract and references used by the writer.
- 'Page of First Match' brings you to the page view where your search term first appears. Here, the search term is in the title. The link above the article page view, marked 'List of pages with search results'. I find this feature particularly useful when looking for when my subject

interest is merely mentioned in the course of a long article or long reviews of many pieces or performances (*The Musical Times* and *Musical Quarterly* have these long reviews).

This leads us to journals that JSTOR either does not carry, or articles in journals that JSTOR carries that are within the ‘moving wall’, i.e., too new for full text in JSTOR. The eLibrary caters for this too, and we will examine this next.

EJOURNALS

Suppose that you wish to access a journal—say, *The Musical Quarterly*—to which the library subscribes. You have a hankering to tango, and want to read Carolina Santamaría-Delgado’s ‘Tango’s Reterritorialization in Medellín: Gardel's Myth and the Construction of a tanguero Local Identity’, in 92/3-4 (2009), 177-209. Here are a number of ways that you can get the article of your dreams.

UNLOC

You could use UNLOC, in exactly the same way as you accessed the eBooks.

- In the UNLOC search window, write ‘Musical Quarterly’. You can filter this by using the drop-down for ‘Journal titles’, resulting in three results: two *Musical Quarterly* items and one *Ricordiana: a quarterly music review*, which, of course, is an entirely different journal.



Records 1 - 3 of 3 (max display and sort: 1000 records)

Full	Cover	Author	Title	Ed./Year	Location	Holdings
1	<input type="checkbox"/>	Musical quarterly (Online)	The musical quarterly [electronic resource].		Ejournal Find text via SFX	
2	<input type="checkbox"/>		The musical quarterly.		Denis Arnold Music Library Periodicals	Availability
3	<input type="checkbox"/>		Ricordiana : a quarterly musical review.		Denis Arnold Music Library Periodicals	Availability

You now have two options.

- You could choose item 2, the hard-copy option: march down to Denis Arnold, go to periodical holdings, find *The Musical Quarterly* issue that you want, read it in the library, copying down all the quotations in longhand that you wish to use for your essay, but for the fact that you’re in your pyjamas and quite comfortable at home.
- You could use the electronic version and stay warm and dry at home. Click on the link, ‘Find text via SFX’. This brings up the following (next page):

SFX Services for this record

Source: The Musical Quarterly [0027-4631]

Full Text

Full text available via **JSTOR Arts and Sciences 3**

Year: Volume: Issue: Start Page: **GO**

Available from 1915 until 1999

Full text available via **Oxford University Press Journals**

Year: Volume: Issue: Start Page: **GO**

Available from 1996 volume: 80 issue: 1

Authentication: When prompted for username and password, scroll down to Athens login.

Full text available via **Oxford University Press Journals Digital Archive**

Year: Volume: Issue: Start Page: **GO**

Available from 1915 issue: 1 until 1995

Holding information

Search for holdings in other catalogues :

GO

Help us to help you
Please [contact us](#) and report any problems you have accessing any of these resources.

Note that there are three options. The first, JSTOR, only runs to 1999, and our tango article is from 2009 (a very big moving wall, indeed). Similarly, the Oxford University Press Journals Digital Archive only runs to 1995. Therefore, like Goldilocks, the middle—Oxford University Press Journals—is just right, as it holds copies from 1996 to the present. Since you have the year (2009), the volume (92), the issue number (3-4), and the start page (177), you can fill in all of the required information, but if you only have some information, or even none, you can still get to *The Musical Quarterly* and browse that issue. Click ‘go’.

Here, the page turned to show that the view that I wanted was not available (these things happen...). I looked to the options, clicked for a pdf version, and got a log-in. Scroll down to Athens. It may ask you again; if so, click and follow the links. This should bring up our tango article.

A note about COPAC

Eagle-eyed readers will notice that there is yet another option on SFX, a drop-down menu of other catalogues. COPAC, the catalogue shown in the screen shot above, is a database of materials held in academic libraries throughout Britain and Ireland. As you might guess, this is a very useful and powerful database. It is useful if you have access to another university library (perhaps one near your home town during university breaks). Like RILM, COPAC is even more useful when you do a long-term project such as a dissertation, when you can order interesting items through Interlibrary Loans. COPAC is available on the web (Google it!), as well as SFX.

eLibrary Gateway

On the eLibrary Gateway, click the tab marked ‘Find eJournal’ (next to the ‘Find Database’ tab at the top of the page).

- For the moment, we will use the ‘Title’ search that comes up and type ‘Musical Quarterly’. This brings a number of suggestions on a drop-down menu, of which *The Musical Quarterly* is the right one. Click this option and press ‘go’. This result also shows that this journal is available from Oxford University Press Journals from 1996 to the present; 1915-1995 through the OUP Digital Archive, and from JSTOR from 1915-1999. This time the first choice is the right one. Click on it, and you get the SFX page for this option only.
- You can then input the information for your tango article, just as you did through UNLOC, click the Athens log-in and Bob’s your uncle—tango joy.
- Some gateways on SFX will have special instructions (for instance, it is unreliable off-campus, or only available from a networked computer). The meaning of these special instructions is usually obvious.

JSTOR and other databases

Oh, yes, and if you found out about the tango article by browsing JSTOR, you will find an SFX link. Click on it, and you will find that the year, volume, number and start page are filled out for you. Click ‘go’, and you’re there.¹ *Grove Dictionary*, among other online sources, also has a ‘find’ feature that can bring you to your chosen article.

Which method should you use? Depends on where you are when you start. If you’re in UNLOC, then use it, if the eLibrary Gateway floats your boat, then fine. If you find this while searching JSTOR, then by all means, use its link. Another way you can access a journal is by going directly on the web to the *Musical Quarterly*, or most other current journals, and signing in. The next section will consist of handy hints for searching the web, especially through Google.

¹ Well, actually on the day I tried this, I wasn’t there. *Musical Quarterly* claimed that there was no such page. Unfortunately, these broken links happen. Since I was on the *MQ* site, I simply clicked on their link to their archive, found the issue in question, clicked on the article, signed in, and got my tangos. If something goes amiss, explore the site a little—there is usually some way around a troubling link. You can also email the library helpline (library-helpline@nottingham.ac.uk), or use their online form: <http://www.nottingham.ac.uk/library/helpline.php>.

4.

Searching online

PARAMETERS

Here are some handy hints for useful searching.

1. **Authors.** Try searching your author name both as surname, firstname and as “firstname surname” (quotation marks indicate that both names must appear together). This works well in databases like JSTOR, especially, as you will not only get hits for articles by that author, but mention of that author in someone else’s article. For example, if you are looking for something by Roger Rabbit, search for both Rabbit, Roger, and “Roger Rabbit”. A Rabbit, Roger search should bring up all of Roger Rabbit’s articles. A “Roger Rabbit” search should turn up an article, maybe by Buzz Lightyear, that mentions Roger Rabbit. Dr Lightyear might update Rabbit’s position, or even refute it; both results are very useful to your research.
2. **Keywords.** A general-interest search—mine will be “experimental music”—will bring up a lot on defining features of the topic. By adding more specific terms, you will receive more specific answers. These terms can be almost anything: bits of sources, concepts, titles of sources (or partial titles), dates, partial quotations (this is useful for finding out the accuracy of a quotation), geographical locations (searching “Hardanger fiddle” with the locations Norway, Shetland, or America will provide different answers).
3. **Keyword variations.** Try to list various keywords in various combinations and orders in your search: you will receive various answers. For instance, today I needed to know about an article in *Rolling Stone* from March 19, 1970 by Jonathan Cott on a London benefit for the Chicago Conspiracy defendants, which was cited in a book by the performance artist Carolee Schneemann. I needed more data on this original article than Schneemann’s book provided. By putting in *Rolling Stone* and the date (see below), I was able to find the issue number on Google; by adding Schneemann, I found another article with the same citation and more data; by using Cott, Jonathan, I was able to find out more about the author’s interests and so on.
4. **Dates and numbers.** Dates may be displayed in English (19 March 1970) or American (March 19, 1970), as well as various national styles of abbreviation (19/03/1970, 19/3/70, 3/19/70, 1970-03-19 and so on). Try searching at least English and American dates, to get hits from both nations. Similarly, try numbers as Arabic numerals (76) and written English (seventy-six), if the search warrants it (a Google search for “Seventy-six Trombones” returns fewer hits than for “76 Trombones”, but the “Seventy-six” hits are, arguably, of better quality).
5. **Timeliness and value.** Newer sources are not necessarily more accurate than older sources. Sometimes an error is passed on as fact for years; in these cases, looking at historical data can put this right. At the same time, you need to keep up with the most recent thinking and research on your subject. Your source should be good as well: although I know of several major academic publications that contain errors and sloppy scholarship, these are rarer in, say, a university press book or journal than in an online source. Try to get support for any fact that comes from online sites (*Wikipedia*, for instance), and assess the value of the information from the

quality of the source. I once found some outrageously wrong ‘facts’ about Franz Liszt in an American essay and followed the link in the citation. Those ‘facts’ came from a site selling Famous Composer China Plates.

6. Procedure. It is tempting to search for sources, then read the sources, and then produce the essay. There will, however, be loads of new search terms that will come to you as you read. Continue to search using new parameter combinations.

GOOGLE SEARCHES

Google

You probably already know how to play with Google. You may use Google UK (www.google.co.uk) and its feature ‘Pages from the UK’ (on the left side of the results page) to bring up British sources. You may also go to Google.com (www.google.com) to favour American and other English language sources.

A Google Advanced Search (click just below search) will filter your results further, by date or keyword, just as on other databases (a search for “Hardanger fiddle” without Norway, for instance). Other very useful searches on Google include Images and Videos (pictures of Hardanger fiddles, or performances).

Google Scholar

Google Scholar (accessed by the drop-down menu ‘more’ on Google) is a very useful tool. Like *Grove*, JSTOR and other sites accessed through the UoN gateway, Google Scholar will provide a link to results that are available online, but only if you are on a networked computer. (It is therefore useful to do searches whilst on campus).

Google Scholar is also very good for showing the subsequent use of a source. For instance, my Google Scholar search of “Carolee Schneemann” results in a first hit of her book, *More than Meat Joy*. As the first edition of this book appeared in 1979, this source is historic. All subsequent commentary on that source is thus of interest—we need to bring that debate up to date. Google Scholar shows that there are 27 citations. Clicking on this link leads to sources that used *Meat Joy* for subjects as diverse as leisure, theatre, feminism, visual arts, and politics. These sources include books, theses, articles and web sites, and have links to full text content when available. Even when full text is not available, there are often links from books to previews in Google Books.

Other searches available for your results include Related Articles and a Library search, which brings up WorldCat (you may have to search for UK libraries on the page that comes up, as it tends to prefer American libraries). Related articles for *Meat Joy* include articles on Fluxus Performance and a variety of other topics; the WorldCat results include the British Library, Cambridge, and Manchester.

Google Books

Google Books has revolutionised my search methods perhaps more than any other feature. Some of the results for books on Google and Google Scholar searches may link to Google Books. My first hit for a search for Lawrence Kramer on Google Scholar gives me a link to his book, *Classical Music and Postmodern Knowledge* in Google Books. Once there, you can see that a substantial sample of this book is available to read online. This is the ‘preview’ mode; if you are lucky, results of your search may be available to read here. Other books in Google Books are displayed in ‘snippet view’; in these, passages are not available to read online. However, you can search within book having either view. In Kramer’s book, for instance, I can put in the term ‘postmodernism’, and get several results—enough for me to understand what Kramer means by the term ‘postmodernism’. I can compare that meaning with the same term in Joseph Auner and Judith Lochhead’s *Postmodern Music/Postmodern Thought*, which is also available as a Google Preview. (Kramer’s view is very different to the writers in the Auner/Lochhead anthology, especially to those of the similarly named, though unrelated, Jonathan Kramer, whose article appears in the anthology). I can then go to the Denis Arnold library, which has both books, to read results from these texts in full.

5.

Wrapping Up

This will give you a start to research using the University of Nottingham library system and for searching on the Web. Do remember that if you have any questions, or if you cannot find something, to ask your librarian or a member of staff for help and ideas. Happy searching!

Virginia Anderson

6 September 2011