DISCOVERY: 3 - FILTERING SEARCH RESULTS

TE PUNA MĀTAURANGA - LIBRARY LEARNING CENTRE

Learn how to use DISCOVERY filters to refine your search results.

- 1. Find the DISCOVERY search box on the Library website <u>https://library.nmit.ac.nz</u>.
- 2. Click on **Search DISCOVERY** to go directly to the DISCOVERY platform.
- 3. Common filter options appear below the search box as below:

Find articles, journals, books & more	
Type your search	Q
Online full text Online full text + Library Catalogue All time	Advanced search

- **Online full text** full text resources (excludes Library Catalogue).
- **Online full text + Library Catalogue** this is pre-selected* to include full text resources and our Library Catalogue collection. Excludes abstracts.
- **Peer reviewed** journal articles from scholarly publications.
- All time restricts your results by date (past 12 months, 5 years, or 10 years).
- 4. To bring up some search results, type, eg *Treaty of Waitangi* in the search box and press Enter key.
- 5. Once your results are retrieved, an **All filters** button will now

appear underneath the search box. (The **(1)** indicates the

already applied pre-selected filter. *)

6. Click on **All filters** to open a panel to the right with a full list of all available DISCOVERY filters.

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Treaty of Waita	ngi	
🚽 All filters (1)	Online full text	O Peer

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- The Active filters area lists filters that have been applied already. Notice that Online full text + Library Catalogue has been included by default.
- From the Active filters area, you can click each X to remove a filter, or Clear all (at the bottom of the menu) to remove them all.
- 10. The area below this lists the common filters which are displayed on the DISCOVERY main platform. Any applied filters will be ticked already. You can untick any filter to de-select it.
- 11. The filters below the top common ones, are available as an expandable menu and include:
 - **Date Range** publication time period.
 - Content provider filters by collections such as Science Direct, Gale databases, etc.
 - Source types filters by format such as by book, journal article, thesis, etc.
 - **Subject** specific subject area.
 - **Publisher** publishing organisation such as Oxford, Springer, Wiley, etc.
 - Publication publications such as journals, newspapers, new agencies, etc.
 - Language language of publication.
 - **Geography** filters by location of publication and as a subject such as a country.
 - **Location** Library location of the collection, such as Nelson, Marlborough, or Richmond.

To select filters from the menu, you can click:

- on the arrow beside each filter heading to expand a menu option as seen above.
- to tick any relevant filter options.
- on **+...more** (see right) to expand the list and then use the scroll bar to see the full range.
- 12. When a filter is selected in a category, a tally will appear beside the filter category.
- Once you have made your selection(s), click **Apply** (at bottom of panel) to action the filters and your search results will reduce/increase according to your selections.



Trade Publications (45,936)

All filters

Active filters

Online full text

Peer reviewed

Library Catalogue only

Online full text + Library Catalogue 🗙

Online full text + Library Catalogue

Content provider (1) Australia/New Zeal <mark>and Ref</mark> erenc	>
Source Types (1) Academic Journals	>

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+9 more

TIPS:

- Clicking on the DISCOVERY **logo** will clear your search and filters.
- To narrow your results to eBooks, select <u>both</u> **Books** and **eBooks** from the **Source type** menu.

Need more help?...see our other Library Help Guides.

