

Acta Sanctorum – Search Examples (suggested answers on pages 2-3)

Practice: Keyword search in the full text. Combination of search fields (search criteria):

- 1) Find out, if there is a **Sophia** listed for the **feast day 15th of Mai**.

Practice: Keyword search in the full text, truncation. Combination of search fields, browse lists:

- 2) Find all texts about the sainte **Hildegard from the Benedict Order**, that tell something about her herbalism (**herbas, herbae, etc.**).

Practice: Limit your search by selecting appropriate search fields. Keyword- and saint search.

- 3) Find out who is the author of the **Vita** of the saint **Cuthbertus of Anglia**. How many texts do you find, are all written by the same author?

Practice: Keyword search as a phrase search in the full text. Wildcard (include typographical variants)

- 4) Who wrote the words: **Iste est locus infernalis sine spe et intervallo, ubi nulla est requies?** Be aware of the fact, that each **>u<** could be represented by a **>v<** in the source!

Practice: Keyword search with operators (proximity operators). Wildcard and truncation in order to search different cases.

- 5) Find all texts that quote the bible word „I am the light of the world“ *Ego sum lux mundi*. You want to include also texts in which the quotation varies and people added words. Make sure you include also different cases of lux and mundus. (Tip: Proximity Operators will allow you to search both words close to each other, but not in an exact phrase.)

Can you find variations of the phrase?

Practice: Keyword search limited to certain text genres like marginal summaries.

- 6) Find all entries of **Clara from Assisi** mentioned in the **titles and marginal summaries**. Limit your search to only these parts of the text.

Practice: Search in the indices of Acta Sanctorum.

- 7) Find out if Acta tells something about the death date of the holy **Wereburga**. Look for **Wereburga** in the **Index Chronologicus**.

Acta Sanctorum – Search Examples (Suggested answers)

Practice: Keyword search in the full text. Combination of search fields (search criteria):

- 1) Find out, if there is a **Sophia** listed for the **feast day 15th of Mai**.
 - Go to **keyword** and enter: **sophia**
 - Go to **Feast day** and select from the month drop-down **Maius** and for the day **15**
 - Run the search

Practice: Keyword search in the full text, truncation. Combination of search fields, browse lists:

- 2) Find all texts about the sainte **Hildegard from the Benedict Order**, that tell something about her herbalism (**herbas, herbae, etc.**).
 - Go to **keyword** and enter: **herb***
 - Go to **Saint** and open the **browse** list. Look for **Hildegard**
 - Check the box next to the entry that mentions **Benedicti** and click on **OK**
 - Back to the main search screen, run the search.

Practice: Limit your search by selecting appropriate search fields. Keyword- and saint search.

- 3) Find out who is the author of the **Vita** of the saint **Cuthbertus of Anglia**. How many texts do you find, are all written by the same author?
 - Go to **title keyword** and enter: **vita**
 - Go to **Saint** and open the **browse** list. Look for **Cuthbertus**
 - Check the box next to the right entry and click on **OK**
 - Back to the main search screen, run the search

Practice: Keyword search as a phrase search in the full text. Wildcard (include typographical variants)

- 4) Who wrote the words: **Iste est locus infernalis sine spe et intervallo, ubi nulla est requies?** Be aware of the fact, that each **>u<** could be represented by a **>v<** in the source!
 - Go to **keyword** and enter: **iste est loc?s infernalis**

Practice: Keyword search with operators (proximity operators). Wildcard and truncation in order to search different cases.

- 5) Find all texts that quote the bible word „I am the light of the world“ *Ego sum lux mundi*. You want to include also texts in which the quotation varies and people added words. Make sure you include also different cases of lux and mundus. (Tip: Proximity Operators will allow you to search both words close to each other.)

- Go to **keyword** and enter: **(luc?? NEAR.3 mund*) OR (lux NEAR.3 mund*)**

Tip: You could also enter **lu??? NEAR.3 mund*** . In this case you might however find too many words for lu??? because you have to start very early to use the wildcard. To repeat your search entry like in the given example entering the nominativ and combining both search entires with an OR-operator reduces the number of hits, corrupting your results list by referring to words not being lux or a declination of it.

Practice: Keyword search limited to certain text genres like marginal summaries.

- 6) Find all entries of **Clara from Assisi** mentioned in the **titles and marginal summaries**. Limit your search to only these parts of the text.

- Go to **keyword** and enter: **Clara NEAR Assis***.
- Select in the **Drop down Menu „Search in“** the entry: **Titles and Marginal Summaries Only**.

NOTE: If you have chosen the AND-Operator, you will search for either of the words Clara or Assisi in the titles and marginal summaries of one text. In this case they can appear in different marginal summaries for example and might not mean Clara from Assisi.

Practice: Search in the indices of Acta Sanctorum.

- 7) Find out if Acta tells something about the death date of the holy **Wereburga**. Look for **Wereburga** in the **Index Chronologicus**.

- Go to **Search Indices** (in the picture-logo on the left hand side)
- Go to **keyword** and enter: **Wereburga**
- Go to **Search in** and select the **Index Chronologicus**
- Run the search
- Click on the link of the hit showing your keyword
- Navigate to your keyword within the index-page by clicking **First hit**
- Click on the page number next to Wereburga, that is hyperlinked

Where To Find Help

In North America:

- **Technical Support**
Phone: 800-889-3358
Email: tsupport@proquest.com
Web: <http://www.proquest.com/en-US/support>



- **Search Assistance**
Phone: 800-889-3358
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- **Product Help**
Product help and downloadable guides:
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- **Product Help**
Product help and downloadable guides:
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