

Searching the Local History Online Catalog

How do I get started with my search?

You can access our catalog, Local History Online, by typing archivescatalog.urbanafreelibrary.org into your browser or from The Urbana Free Library's homepage by selecting the Local History Online radio button next to the search bar.



You can search for individuals, groups, addresses, or subjects. Hitting "Enter" from the Archives catalog or searching from the Library's homepage will automatically create a *keyword search*, which will locate these words in all fields in the catalog. You may get a lot of results, but it is possible they will not all be accurate.

Search directly at the Archives catalog or from the Library's homepage

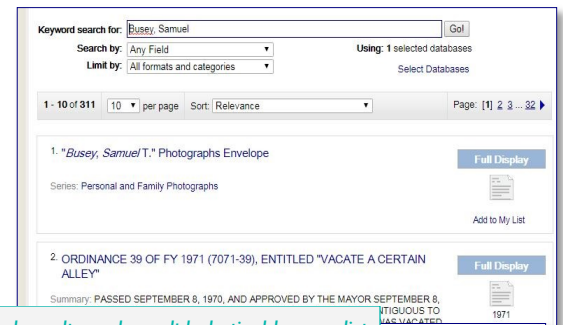


What do my results mean?

If you've done a keyword search, you will automatically see a list of results. You can filter these results using the **Limit By** dropdown menu and selecting the type of record you would like to view.

Clicking **Subject**, **Title**, or **Name** on the Archives catalog page will result in an alphabetical *browse list* of results.

It is a good idea to include a keyword search in your research to make sure you have located as many relevant results as possible.



Keyword results and an alphabetical browse list

How do I search for a specific address?

Use the following format and click on **Subject** under the search bar: Street Name (Town Name), Cardinal Direction, House Number. (Example: Green St (Urbana), West, 210). For more on property research, see our handout **Tips for Researching Your Home's History**.

Browse Headings	#
BUSEY, SAMUEL	5
BUSEY, SAMUEL H.	1
BUSEY, SAMUEL JR.	1
BUSEY, SAMUEL THOMPSON	180
BUSEY, SANDRA	1
BUSEY, SANDRA JANE	2
BUSEY, SANDRA KAY	3
BUSEY, SANDRA L.	2
BUSEY, SANDRA LOUISE	1
BUSEY, SARAH	31

Are your records digitized?

Yes, some are. If you see a field labeled "Online Resource" in the record, it is a link to digitized content. This includes oral history recordings and transcripts, photographs, architectural surveys, and collection finding aids. Clicking on this icon will open the content in a pop-up window.



Help! I'm Stuck!

Don't worry. You can always ask an archives staff member for assistance. If you need help from home, email us at archives@urbanafreelibrary.org or call (217) 367-4025.