

Orbis and OCLC

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Diacritics and special characters by language

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Note: this page was created with music cataloging in mind.

These are diacritics and special characters in languages encountered in music cataloging at Yale, as mapped for Orbis (Voyager). Not all diacritics are included, namely those for languages in which we do not catalog. For a complete list, see [Diacritics and special characters](#) [14] from Cataloging at Yale

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Language	Diacritic (and the letter(s) it affects) or special character
Albanian	acute [16]: a, e, i, o, u cedilla [17]: c circumflex [18]: a, e umlaut [19]: e
Armenian	ʿayn: ch, p, k, t, ts hacek [20]: e macron [21]: e, o
Bulgarian	breve [22]: i, u canrabindu: u ligature [23]: ia, ia, iu miagkii znak [24] tverdi znak [25]
Catalan	acute [16]: a, e, i, o, u

	cedilla [17]: c dot at mid-line [26] grave [27]: a, e, o umlaut [19]: i, u
Croatian	acute [16]: c eth (D with bar Đ) hacek [20]: c, s, z
Czech	acute [16]: a, e, i, o, u, y circle above [28] (angstrom): u hacek [20]: c, d, D, e, n, r, s, t, T, z high comma, off center [29]: d, t
Danish	E [30], æ [30] circle above [28] (angstrom): a Ø [31], ø [31]
Dutch	acute [16]: a, e circumflex [18]: a, e grave [27]: e umlaut [19]: e, i
Estonian	tilde [32]: o umlaut [19]: a, o, u
Finnish	circle above [28] (angstrom): a umlaut [19]: a, o
French	acute [16]: e cedilla [17]: c circumflex [18]: a, e, i, o, u grave [27]: a, e, u OE [33], oe [33] umlaut [19]: e, i, u
German	"ess-zet" ß umlaut [19]: a, o, u
Greek (Modern)	macron [21]: e, o
Hungarian	acute [16]: a, e, i, o, u double acute [34]: o, u umlaut [19]: o, u
Icelandic	acute [16]: a, e, i, o, u, y E [30], æ [30] eth (D with bar Đ) OE [33], oe [33] thorn (Þ þ) umlaut [19]: o
Italian	grave [27]: a, e, i, o, u acute [16]: e
Latvian	cedilla [17]: l hacek [20]: c, s, z high comma, centered: g left hook [35]: G, k, l, n, r macron [21]: a, e, i, o, u
Lithuanian	hacek [20]: c, s, z right hook [36]: a, e, i, u macron [21]: u dot above [37]: e
Macedonian	acute [16]: g, k hacek [20]: c, s, z
Norwegian	E [30], æ [30] circle above [28] (angstrom): a Ø [31], ø [31] umlaut [19]: a, o
Polish	acute [16]: c, n, o, s, z Polish L [38]

	right hook [36]: a, e dot above [37]: z
Portuguese	acute [16]: a cedilla [17]: c, e circumflex [18]: o grave [27]: a tilde [32]: a, e, i, o, u umlaut [19]: u
Romanian	breve [22]: a circumflex [18]: a, i hacek [20]: r left hook [35]: s, t
Russian	breve [22]: i dot above [37]: e, f, y ligature [23]: ia, IA, ie, IE, iu, IU, ts, TS miagkii znak [24] tverdii znak [25] umlaut [19]: e
Slovak	acute [16]: a, e, i, l, o, r, u, y circle above [28] (angstrom): u circumflex [18]: o hacek [20]: c, d, D, e, L, n, r, s, t, T, z high comma, off center: d, l, t umlaut [19]: a
Slovene	acute [16]: a circumflex [18]: o hacek [20]: c, e, s, z
Spanish	acute [16]: a, e, i, o, u tilde [32]: n umlaut [19]: u
Swedish	circle above [28] (angstrom): a umlaut [19]: a, o
Turkish	alif [39] breve [22]: g cedilla [17]: c, s circumflex [18]: a, l, u circumflex, Turkish i (î) dot above [37]: l umlaut [19]: o, u
Ukrainian	breve [22]: i ligature [23]: ia, IA, ie, IE, iu, IU, zh, ZH miagkii znak [24] umlaut [19]: i
White Russian	breve [22]: i, u ligature [23]: ia, IA, io, IO, iu, IU miagkii znak [24] dot above [40]: e

Indexes in Voyager cataloging

[Music Cataloging at Yale](#) [1] ? [Orbis and OCLC](#) [12]

Note: this page was created with music cataloging in mind.

[Staff name headings search vs staff name/title headings search](#) | [Headings list vs title index](#)

[Staff name](#) headings search vs staff name/title headings search

The **staff name headings** search retrieves a **headings list**. The highlighted entry in the headings list includes the authority record for the personal name and indicates the number of bibliographic records with that name heading:

Voyager search: Staff name headings search

Search key: magini francesco

Headings List			
	Bibs	Staff Name Headings Search Heading	Heading Type
	3	Magini, Fabio, fl. 1620.	personal name
Authorized	4	Magini, Francesco, fl. 1700-1712	personal name
Reference	0	Magini, François, fl. 1700-1712	personal name

OK Cancel Search Authority Clear All Copy

3 Headings Found Search: Staff Name Headings Search=magini f

Clicking on the highlighted index entry will retrieve a **titles index**:

Titles Index			
Staff Name Headings Search	Author	Full Title	Imprint
Magini, Francesco, fl. 1700-1712	Magini, Francesco, fl. 1700-1712.	3 sonatine per flauto soprano e basso / Francesco Magini ; a cura di Andrea Bornstein ; realizzazione del basso continuo di Lucia Corini.	Bologna : Ut Orpheus Edizioni, c1994.
Magini, Francesco, fl. 1700-1712	Magini, Francesco, fl. 1700-1712.	Solfeggiamenti : a due voci : (Roma, 1703) / Francesco Magini ; a cura di Andrea Bornstein.	Bologna : Ut Orpheus, c1997.
Magini, Francesco, fl. 1700-1712	Magini, Francesco, fl. 1700-1712.	Sonate per il	Wolfenbüttel : Mösseler

OK Cancel Search Select All Clear All

4 Records Found Search: Staff Name Headings Search=magini f

The **staff name/title headings** search also retrieves a **headings list**, in which there is no entry for the personal name only; only name/title entries:

Voyager search: Staff name/title headings search

Search key: magini francesco

Headings List			
	Bibs	Staff Name/Title Headings Search Heading	Heading Type
	1	Magini, Francesco, fl. 1700-1712. Solfeggiamenti :	personal name
Authorized	1	Magini, Francesco, fl. 1700-1712. Solfeggiamenti. N. 1	personal name
Authorized	1	Magini, Francesco, fl. 1700-1712. Solfeggiamenti. N. 18	personal name
Authorized	1	Magini, Francesco, fl. 1700-1712. Solfeggiamenti. N. 22	personal name
Authorized	1	Magini, Francesco, fl. 1700-1712. Solfeggiamenti. N. 24	personal name
	1	Magini, Francesco, fl. 1700-1712. Solfeggiamenti. Selections	personal name
	1	Magini, Francesco, fl. 1700-1712. Sonate per il Campidoglio :	personal name
Reference	0	Magini, Francesco, fl. 1700-1712. Stravaganza	personal name

8 Headings Found Search: Staff Name/Title Headings Search=magini f

[Headings list vs title index](#)

[Headings list](#)

Voyager search: Staff name/title headings search

Search key: bach johann sebastian

The results of this staff/name headings search is a **headings list**, with four columns.

Headings List			
	Bibs	Staff Name/Title Headings Search Heading	Heading Type
Reference	0	Bach, Johann Sebastian, 1685-1750. 10 duets for two clarinets	personal name
Reference	0	Bach, Johann Sebastian, 1685-1750. 10 pièces de J.S. Bach	personal name
Reference	0	Bach, Johann Sebastian, 1685-1750. 10 pieces transcribed for piano	personal name
Reference	0	Bach, Johann Sebastian, 1685-1750. 12 Choralvorspiele	personal name
Reference	0	Bach, Johann Sebastian, 1685-1750. 12 mittelschwere Klavierstücke	personal name
Reference	0	Bach, Johann Sebastian, 1685-1750. 14 canons sur la basse Goldberg	personal name
Reference	0	Bach, Johann Sebastian, 1685-1750. 14 Kanons über die ersten acht Fundamentalnoten der Aria aus den Goldberg-Variationen	personal name
Reference	0	Bach, Johann Sebastian, 1685-1750. 15 three-part inventions	personal name
Reference	0	Bach, Johann Sebastian, 1685-1750. 15 zweistimmigen Inventionen und die 15 dreistimmigen Sinfonien im Ilrtext	personal name

5431 Headings Found Search: Staff Name/Title Headings Search=bach johann sebastian

Keep in mind that although the second column gives the number of bibliographic records represented by that heading, the number does not include the authority record.

Under this entry, there are actually two records: an authority record and a bibliographic record.

Headings List

	Bibs	Staff Name/Title Headings Search Heading	Heading Type
Reference	0	Bach, Johann Sebastian, 1685-1750. 8 fugues from J.S. Bach's Well-tempered clavichord	personal name
Reference	0	Bach, Johann Sebastian, 1685-1750. 8 sonates pour flûte	personal name
Reference	0	Bach, Johann Sebastian, 1685-1750. 9 concertos pour flûte, hautbois, violons, clavecins	personal name
Authorized	1	Bach, Johann Sebastian, 1685-1750. Ach Gott vom Himmel sieh' darein (Cantata)	personal name
	1	Bach, Johann Sebastian, 1685-1750. Ach Gott vom Himmel sieh' darein (Cantata). English & German	personal name
	2	Bach, Johann Sebastian, 1685-1750. Ach Gott vom Himmel sieh' darein (Cantata). Vocal score	personal name
Authorized	4	Bach, Johann Sebastian, 1685-1750. Ach Gott, wie manches Herzeleid	personal name

OK
Cancel
Search
Authority
Clear All
Copy

5431 Headings Found Search: Staff Name/Title Headings Search=bach johann sebastian

To retrieve the bibliographic record, click on the highlighted entry or click the "OK" button.

The bibliographic record will display:

The screenshot shows the Voyager Cataloging software interface. The title bar reads "Voyager Cataloging - [Auth 2155352]". The menu bar includes File, Edit, Record, Display, Options, and Window. The toolbar contains icons for New, Open, Save, Search, Headings, and Titles. The main window displays a bibliographic record for "Bach, Johann Sebastian, 1685-1750. 8 fugues from J.S. Bach's Well-tempered clavichord". The record is a sound recording, 1 disc, 1 file, 1 volume. The record is for a sound recording of 8 fugues from J.S. Bach's Well-tempered Clavichord. The record is for a sound recording of 8 fugues from J.S. Bach's Well-tempered Clavichord.

To return to the **headings list**, click on the "Headings" button on the menu bar. At this point, there has been only one title retrieved, so the menu bar will only offer the option of going back to the headings list:

The screenshot shows the Voyager Cataloging software interface. The title bar reads "Voyager Cataloging - [Auth 2155352]". The menu bar includes File, Edit, Record, Display, Options, and Window. The toolbar contains icons for New, Open, Save, Search, Headings, and Titles. The "Headings" button is highlighted in the menu bar.

To get to the authority record, click on the "Authority" button.

Headings List

	Bibs	Staff Name/Title Headings Search Heading	Heading Type
Reference	0	Bach, Johann Sebastian, 1685-1750. 8 fugues from J.S. Bach's Well-tempered clavichord	personal name
Reference	0	Bach, Johann Sebastian, 1685-1750. 8 sonates pour flûte	personal name
Reference	0	Bach, Johann Sebastian, 1685-1750. 9 concertos pour flûte, hautbois, violons, clavecins	personal name
Authorized	1	Bach, Johann Sebastian, 1685-1750. Ach Gott vom Himmel sieh' darein (Cantata)	personal name
	1	Bach, Johann Sebastian, 1685-1750. Ach Gott vom Himmel sieh' darein (Cantata). English & German	personal name
	2	Bach, Johann Sebastian, 1685-1750. Ach Gott vom Himmel sieh' darein (Cantata). Vocal score	personal name
Authorized	4	Bach, Johann Sebastian, 1685-1750. Ach Gott, wie manches Herzeleid	personal name

5431 Headings Found Search: Staff Name/Title Headings Search=bach johann sebastian

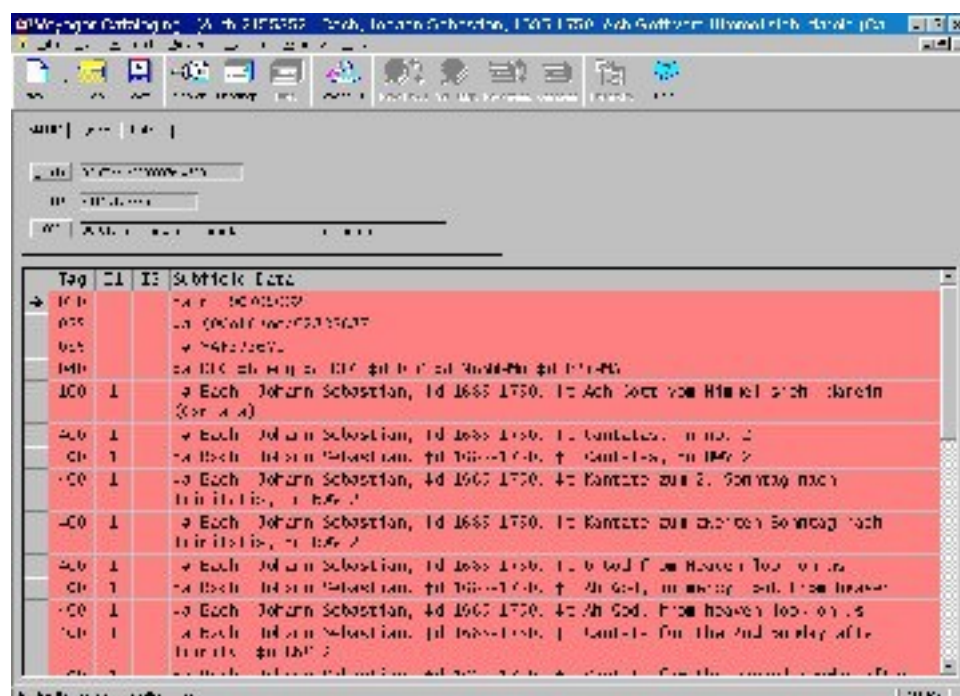
You are given the option of selecting "one or more authority records," although, in most cases there will be only one authority record:

Select one or more authority records

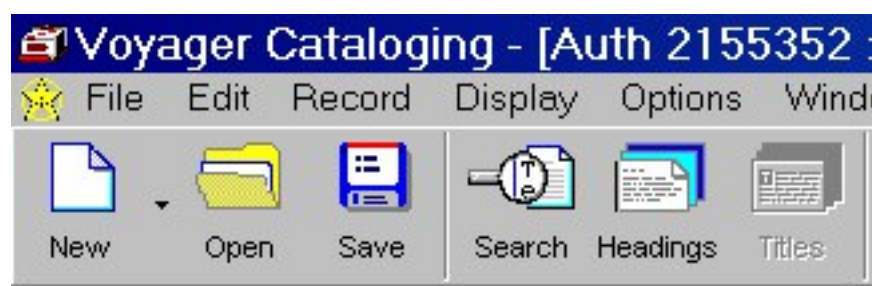
ID	Type	Authorized Heading (1XX)
2155352	1XX	Bach, Johann Sebastian, 1685-1750. Ach Gott vom Himmel sieh' darein (Cantata)

To view the authority record, click on "OK" or on the highlighted entry.

The authority record will display:



To return to the **headings list**, click on the "Headings" button on the menu bar:



Further down in the headings list, you will find this authorized heading. It should have an authority record and four bibliographic records associated with it:

Headings List

	Bibs	Staff Name/Title Headings Search Heading	Heading Type
Authorized	1	Bach, Johann Sebastian, 1685-1750. Ach Gott vom Himmel sieh' herein (Cantata)	personal name
	1	Bach, Johann Sebastian, 1685-1750. Ach Gott vom Himmel sieh' herein (Cantata). English & German	personal name
	2	Bach, Johann Sebastian, 1685-1750. Ach Gott vom Himmel sieh' herein (Cantata). Vocal score	personal name
Authorized	4	Bach, Johann Sebastian, 1685-1750. Ach Gott, wie manches Herzeleid (Cantata). BWV 3	personal name
	1	Bach, Johann Sebastian, 1685-1750. Ach Gott, wie manches Herzeleid (Cantata). BWV 3. English & German	personal name
	1	Bach, Johann Sebastian, 1685-1750. Ach Gott, wie manches Herzeleid (Cantata). BWV 3. Vocal score. English & German	personal name

Buttons:

5431 Headings Found Search: Staff Name/Title Headings Search=bach johann sebastian

To get to the title index for the four bibliographic records, either click on the "OK" button or on the highlighted entry.

[Titles index](#)

- The first column indicates whether it is a reference, an authorized heading authority records, or, when the space is blank, a heading that has no authority record.
- The second column indicates how many bibliographic records include that heading.
 - If it is a reference, there *should* always be no ("0") bibliographic records with that heading.
 - If it is an authorized heading, there will usually be, but not always, at least one bibliographic record associated with it.
 - If it is neither a reference or an authorized heading, there will be at least one bibliographic record with that heading.
- The third column includes the heading itself.
- The fourth column indicates the heading type. In this case, they are all "personal name" headings.
- The **titles index** has four columns.
 - The first column includes the heading found in the bibliographic record.
 - The second column indicates the main entry in the bibliographic record.

The **titles index** display:

Titles Index

Staff Name/Title Headings Search	Author	Title	Imprint
Bach, Johann Sebastian, 1685-1750. Ach Gott, wie manches Herzeleid (Cantata), BWV 3	Bach, Johann Sebastian, 1685-1750.	Ach Gott! wie manches Herzeleid / J.S. Bach.	[S. l. : s. n., 19--?]
Bach, Johann Sebastian, 1685-1750. Ach Gott, wie manches Herzeleid (Cantata), BWV 3	Bach, Johann Sebastian, 1685-1750.	Dialogue cantatas [sound recording] / Johann Sebastian Bach.	[Hungary] : Hungaroton, p1989.
Bach, Johann Sebastian, 1685-1750. Ach Gott, wie manches Herzeleid (Cantata), BWV 3	Bach, Johann Sebastian, 1685-1750.	Kantate BWV 32, BWV 155, BWV 3 [sound recording] / Bach.	Neuhausen/Stuttgart : Hänssler, 1989.

Buttons:

4 Records Found Search: Staff Name/Title Headings Search=bach johann sebastian

To retrieve any of the four bibliographic records, either double click on the entry or, if it is already highlighted, click the "OK" button.

Once the bibliographic record is displayed:

To return to the **titles index**, click on the "Titles" button on the menu bar.

To return to the **headings list**, click on the "Headings" button on the menu bar.



- It may or may not be the same name found in the heading in the first column.
- In the case of title main entry, this space is blank.
 - The third column gives the title found in the 245.
 - The fourth column indicates the imprint.

OCLC searching cheat sheet

[Music Cataloging at Yale](#) [1] ? [Orbis and OCLC](#) [12]

Note: this page was created with music cataloging in mind.

[Commands](#) | [Searches](#) | [Authority file searching](#) | [Other things to remember](#)

[Commands](#)

command

help

send command

next screen or page up

previous screen or page back

go to first screen

go back to previous screen

next record

next screen in submenu

return to submenu

previous screen in submenu

print record

export

Searches

[Phrase searches](#) | [Number searches](#) | [Search qualifiers](#)

[Phrase searches](#) (See also [Phrase searches](#) [41] from OCLC)

type	sca/fin	derived	notes
personal name	sca pn [last first]	4,3,1	Surnames with a Mc or Mac prefix: If the prefix is followed by an uppercase letter, search the prefix as the single letter m. If the prefix followed by a lowercase letter, include the entire prefix in the search key. If in doubt, search both ways. Precede the derived search with a "[" to search the authority file. Precede the derived search with a "[" to search the authority file.
corporate name	sca co [name]	4,3,1	
corporate name	sca cn [name]	4,3,1	Precede the derived search with a "[" to search the authority file.
title	sca ti [title]	3,2,2,1	For uniform titles (130), precede the derived search with a "[" to search the authority file.
subject	sca su [subject]	5,3	Precede the derived search with a "[" to search the authority file.

[Number searches](#) (see also [Numeric Searching](#) [42] from OCLC)

type	sca/fin	derived	notes
LCCN	fin in [LCCN]	[number]	sca/fin: include the entire number with or without the hyphen derived: includes the first 2 numbers, hyphen, and the last 6 numbers. Precede the derived search with a "[" to search the authority file.
ISMN	fin nn [number]		sca/fin: include the initial "m"; do not include the hyphens example: fin nn m008058417
ISSN	fin sn [number]	[number]	sca/fin: include the entire number with or without the hyphen derived: include the hyphen between the 4th and 5th digits
ISBN	fin bn [number]	[number]	omit hyphens
Music number	fin mn [number]	mn: [number]	include only 2 letters and up to 10 numbers (see also Music publisher number search [43] from OCLC)
OCLC control number	fin an [number]	#[number]	

[Search qualifiers](#) (not used in searching the authority file)

type	qualifier
format	books: /bks scores: /sco recordings: /rec visual materials: /vis serials: /ser
cataloging	Library of Congress: /DLC
source	
year of publication	mcdy: m=millennium c=century d=decade y=year

year of date:

single year:

single year and all later years:

single year and all previous years:

range of single years:

decade:

qualifier: example:

/mcdy /2002

/mcdy- /2000-

/-mcdy /-2000

/mcdy-y /2000-2

/mcd? /200?

range of decades:	/mcdy-dy /1980-91
century:	/mc?? /20??
range of centuries:	/mcdy-cdy/1880-920
millennium:	/m??? /2???
range of millennia:	/mcdy- mcdy 2

[Authority file searching](#)

The **browse search** is the best way to get to name/uniform title headings.

Type in the name, **with a comma separating the last and first names**.

If there are no other persons with that name, you can include an expanded term with no further additions to the search.

If there are other persons with that name, include at least the first year in the date portion of the heading **with no comma before date**.

The expanded term can be as little as the first initial of the title (excluding initial articles):

or as much as several words of the title (excluding initial articles):

When using more than one word of the title as the expanded term can be as little as the first initial of the title (excluding initial articles). Remove all commas or the search will take you to the end of the alphabet for the first word in your expanded term.

This search, with punctuation included:

sonatas, piano, h. xvi, 3

This s
sonata

will take you to the end of Haydn's sonatas:

[Other things to remember](#)

If you will not be using OCLC for a substantial amount of time, logoff so that other catalogers will be able to access OCLC.

ORBIS keys for diacritics and special characters arranged by name of diacritic/character with languages in which they are used

[Music Cataloging at Yale](#) [1] ? [Orbis and OCLC](#) [12]

Note: this page was created with music cataloging in mind.

These are the keys to which diacritics and special characters encountered in music cataloging at Yale are mapped for Orbis (Voyager). Not all diacritics are included, namely those for languages in which we do not catalog. For a complete list, see [Diacritics and special characters](#) [14] from Cataloging at Yale

See also [Diacritics and special characters by language](#) [44]

[acute](#) | [AE \(Æ\)](#) | [alif](#) | [angstrom](#) | [breve](#) | [cedilla](#) | [circumflex](#) | [eth \(Ð\)](#) | [dot above](#) | [dot in middle](#) | [dot below](#) | [double acute](#) | [grave](#) | [hacek](#) | [high comma, off center](#) | [hook, left](#) | [hook, right](#) | [ligature](#) | [macron](#) | [miagkii znak](#) | [slash O \(Ø\)](#) | [OE \(Œ\)](#) | [Polish L \(?\)](#) | [tilde](#) | [tverdii znak](#) | [umlaut](#)

Diacritic/Special character	ORBIS Keys	Languages
acute	ctrl alt o or keypad 8	Albanian, Catalan, Croatian, Icelandic, Polish, Portuguese
Æ upper case	ctrl alt q	Danish, Icelandic, Norwegian
æ lower case	ctrl alt shift q	
alif	ctrl alt f or keypad 2	Korean, Japanese, Turkish
angstrom	ctrl alt shift / or alt keypad 3	Czech, Danish, Finnish, Norwegian
breve	ctrl alt shift . [period] or alt shift keypad 9	Bulgarian, Korean, Romanian
cedilla	ctrl alt h or keypad 6	Albanian, Catalan, French, Latvian
circle above see angstrom	ctrl alt shift / or alt keypad 3	
circumflex	ctrl alt shift p or keypad 6	Albanian, Dutch, French, Portuguese, Turkish
Ð (eth) upper case	win alt w	Croatian, Icelandic, Serbian
ð lower case	ctrl alt w	
dot above	ctrl alt shift n or alt keypad 1	Hebrew, Lithuanian, Polish, ,

dot in middle	ctrl alt shift b or left parenthesis [Catalan
dot below	ctrl alt n or keypad 1	Hebrew
double acute	ctrl alt shift o or alt keypad 8	Hungarian
grave	ctrl alt ` or keypad 2	Catalan, Dutch, French, Italian
hacek	ctrl alt p or alt keypad 4	Armenian, Croatian, Czech, Lithuanian, Slovak, Slovene
high comma, off center	ctrl alt shift :	Armenian, Czech, Georgian, Russian
hook, left	ctrl alt shift h	Latvian, Romanian
hook, right	ctrl alt shift j	Lithuanian, Polish
ligature first half	ctrl alt shift k or keypad 0	Russian, Ukrainian, Belarusian
ligature second half	ctrl alt shift l or alt keypad 0	
macron	ctrl alt shift , [comma] or keypad 9	Armenian, Greek (Modern), Japanese, Russian,
miagkii znak	ctrl alt g	Bulgarian, Hebrew, Russian, Ukrainian
musical flat	ctrl alt x	
musical sharp		
Ø (slash O) upper case	win alt y	Danish, Norwegian
ø lower case	ctrl alt y	
OE upper case	ctrl alt shift r	French, Icelandic
oe lower case	ctrl alt r	
Polish L upper case	ctrl alt shift e	Polish
Polish l lower case	ctrl alt e	
superior dot (dot above)	ctrl alt shift n or alt keypad 1	
see dot above		
tilde	ctrl alt \ or keypad 5	Estonian, Portuguese, Spanish
tverdi znak	ctrl alt shift g	Bulgarian, Russian
umlaut	ctrl alt shift m or keypad 7	Albanian, Catalan, Chinese, Czech, Dutch, Hungarian, Icelandic, Norwegian, Swedish, Turkish, Ukrainian

Orbis keys for diacritics and special characters

[Music Cataloging at Yale](#) [1] ? [Orbis and OCLC](#) [12]

Note: this page was created with music cataloging in mind.

Diacritic/Special character	ORBIS Keys	Languages
acute	ctrl alt o or keypad 8	Albanian, Catalan, Croatian, Icelandic, Polish, Portuguese
Æ upper case	ctrl alt q	Danish, Icelandic, Norwegian
æ lower case	ctrl alt shift q	
alif	ctrl alt f or keypad 2	Korean, Japanese, Turkish
angstrom	ctrl alt shift / [slash] or alt keypad 3	Czech, Danish, Finnish, Russian
breve	ctrl alt shift . [period] or alt shift keypad 9	Bulgarian, Korean, Russian
cedilla	ctrl alt h or keypad 6	Albanian, Catalan, French
circle above see angstrom	ctrl alt shift / [slash] or alt keypad 3	
Circumflex	ctrl alt shift p or keypad 6	Albanian, Dutch, French, Slovene, Turkish
Đ upper case	win alt w	Croatian, Serbian
đ lower case	ctrl alt w	
dot above	ctrl alt shift n or alt keypad 1	Gujarati, Hebrew, Lithuanian, Russian




dot in middle	ctrl alt shift b or left parenthesis [Catalan
dot below	ctrl alt n or keypad 1	Hebrew
double acute	ctrl alt shift o or alt keypad 8	Hungarian
grave	ctrl alt ` or keypad 2	Catalan, Dutch, French,
hacek	ctrl alt p or alt keypad 4	Armenian, Croatian, Cze Serbian, Slovak, Sloven
high comma, off center	ctrl alt shift :	Armenian, Czech, Georg
hook, left	ctrl alt shift h	Latvian, Rumanian
hook, right	ctrl alt shift j	Lithuanian, Polish
ligature first half	ctrl alt shift k or keypad 0	Russian, Ukrainian, Whi
ligature second half	ctrl alt shift l or alt keypad 0	
macron	ctrl alt shift , [comma] or keypad 9	Armenian, Greek (Mode Lithuanian, Russian,
miagkii znak	ctrl alt g	Bulgarian, Hebrew, Rus
musical flat	ctrl alt x	
musical sharp		
ø upper case	win alt y	Danish, Norwegian
ø lower case	ctrl alt y	
OE upper case	ctrl alt shift r	French, Icelandic
oe lower case	ctrl alt r	
Polish L upper case	ctrl alt shift e	Polish
Polish l lower case	ctrl alt e	
superior dot (dot above)	ctrl alt shift n or alt keypad 1	
see dot above		
tilde	ctrl alt \ or keypad 5	Estonian, Portuguese, S
tverdii znak	ctrl alt shift g	Bulgarian, Russian
umlaut	ctrl alt shift m or keypad 7	Albanian, Catalan, Chine German, Hungarian, Ice Spanish, Swedish, Turki




Searching music plate and publisher's numbers in Voyager

[Music Cataloging at Yale](#) [1] ? [Orbis and OCLC](#) [12]

See also [Searching special characters in Voyager](#) [8]

Under the "Non-Keyword" option, use the "Publisher Number (028a|b, 260d)" search.

number includes	example	search	search example = 1 blank space
space	UE 10769 01 0035 08	 must include the space	UE 10769 01 0035 08
period(s)	U.E.7371	° may include the periods or ° include them with a space following each period or ° omit the periods and replace with spaces	U.E.7371 U. E. 7371 U E 7371
ampersand	M&M no. 1947	 must include the ampersand	M&M no. 1947
period and ampersand	B.&H.15960	° may include all or ° omit the periods and replace with spaces  must include the ampersand	B.&H.15960 B &H 15960
period, ampersand,	B. & H. 15966	° may include all or	B. & H. 1596

space		° include periods but not spaces following them or ° omit the periods but not the spaces following them  must include the ampersand	6 B.& H.15966 B & H 15966
hyphen(s)	01-039561-85 1	° include the hyphen(s) or ° may omit the hyphen(s), replacing with space(s)	01-039561-85 1 01 039561 8 51
hyphen and space	PWM - 2384	° may include hyphen and spaces or ° may include hyphen but not spaces or ° may omit the hyphen, but include at least 1 space	PWM - 2384 PWM-2384 PWM 2384
two hyphens	15--4	° may include both hyphens or ° may omit both hyphens, but include at least 1 space or ° may include only one hyphen with or without spaces	15--4 15 4 15 - 4
diacritic	DTÖ 137	 must omit the diacritic	DTO 137
slash	MWV B XVII/2	° may include the slash or ° may omit the slash and replace with a space	MWV B XVII/2 MWV B XVII 2
pound sign	WM #79	 must include the pound sign	WM #79
parentheses	651 (S.)	° may include the parentheses or ° may omit the parentheses and replace with spaces	651 (S.) 651 S.
comma	Misc 5, III	° may include the comma or ° may omit the comma, but not the space following it	Misc 5, III Misc 5 III

Searching special characters in Voyager

[Music Cataloging at Yale](#) [1] ? [Orbis and OCLC](#) [12]

Note: this page was created with music cataloging in mind.

See also [Searching music plate and publisher's numbers in Voyager](#) [9]

[Comma, colon, semi-colon, period, apostrophe](#) | [Ellipses](#) | [Hyphen](#) | [Ampersand](#) | [Plus sign](#) | [Parentheses](#) | [Brackets](#)
[Musical flat sign](#) | [Musical sharp sign](#) | [Diacritics](#) | [Special alphabetic characters](#)

See also [Searching music plate and publisher's numbers in Voyager](#) [9]

Searching titles in both the cataloging module and the OPAC:

- Titles containing words with *internal* commas cannot be retrieved unless the comma is included in the search string.
- Commas that occur *between* words are not affected and may be omitted when searching.

[Comma, colon, semi-colon, period, apostrophe:](#)

In the Voyager title search, omit **or**, if copying and pasting, include the punctuation.

Title: Beethoven's grand mass in D, op. 123

Search: beethovens grand mass in d op 123 **or** beethoven's
grand mass in D, op. 123
Title: Trio : no X, for alto flute, viola, and harp, 1977
Search: trio : no X, for alto flute, viola, and harp, 1977 **or** trio no X
for alto flute viola and harp 1977

This title includes several different types of punctuation.

If omitting the apostrophe, do not leave a space.

If omitting the hyphen in "F-Dur" and the colon in "XV:39" you must include spaces in their place.

Title: Trio : no. 4, F-Dur (Hob. XV:39)
Search: trio : no. 4, F-Dur (Hob. XV:39) **or** trio no 4 F Dur Hob XV
39

Ellipses:

In a Voyager title search, include **or** omit the ellipses with or without a space after them.

Title: ... huésped de las nieblas ...
Search: ... huésped de las nieblas ... **or** huésped de las nieblas
Either search may be done with or without the diacritic

Hyphen:

In a Voyager title search, either include the hyphen in the search **or** delete it and replace it with a space

Title: Konzert f-Moll für Cembalo und Streichorchester BWV
1056
Search: konzert f-Moll für Cembalo und Streichorchester BWV
1056 **or** konzert f Moll für Cembalo und Streichorchester
BWV 1056

versus a similar title without a hyphen:

In both, include the space in "f Moll"

Title: Konzert f Moll für Klavier und Orchester
Search: konzert f Moll für Klavier und Orchester

A hyphen in the name:

In a Voyager staff name headings search, either include the hyphens **or** omit the hyphens, in the name and date portions of the heading, and replace with spaces.

Name: Eckhardt-Gramatté, S. C. (Sophie-Carmen), 1899-1974
Search: eckhardt-gramatté, s. c. (sophie-carmen), 1899-1974 **or**
eckhardt gramatté, s. c. (sophie carmen), 1899-1974 **or**
eckhardt gramatté s c sophie carmen 1899 1974
Note: search with or without the comma.

Ampersand:

In a Voyager title search, you **must** include the ampersand. It cannot be omitted or spelled out.

Title: Sonata for violin & piano
Search: sonata for violin & piano

Plus sign:

In a Voyager title search, you **must** include the plus sign. It cannot be omitted or spelled out.

Title: Paduana + 2 galliards for 5 instruments
Search: paduana + 2 galliards for 5 instruments

Parentheses:

In a Voyager title search, either omit **or**, if copying and pasting, include the parentheses.

Title: 2e sonate (en mi majeur) pour violin et piano
Search: 2e sonate (en mi majeur) pour violin et piano **or** 2e
sonate en mi majeur pour violin et piano

Brackets:

In a Voyager title search, either include the brackets **or** omit them and **do not add** spaces.

Title: Horn sonat[a]s

Search: horn sonat[a]s **or** horn sonatas

Musical flat sign:

a Voyager title search, truncate the search to "sonata in b" and scroll down to the end of titles retrieved, which are in alphabetical order.

Title: Sonata in B? for clarinet and piano

Search: sonata in b

Note: The results are in alphabetical order; the musical flat sign is alphabetized at the end of the list of titles.

or

include the flat sign; do not substitute with a lower case "b":

Sonata in B? for clarinet and piano

Musical sharp sign:

In a Voyager title search, **include** the sharp sign.

Title: Trio, F# minor, op. 1, no. 1 for pianoforte, violin and violoncello ?

Search: Search using the pound sign (#), with or without commas or periods:

trio, f# minor, op. 1, no. 1 for pianoforte, violin and violoncello **or** trio f# minor op 1 no 1 for pianoforte violin and violoncello

If the search retrieves no results, try the search again using the UNICODE sharp sign (?), with or without commas or periods:

trio, f? minor, op. 1, no. 1 for pianoforte, violin and violoncello **or** trio f? minor op 1 no 1 for pianoforte violin and violoncello

Diacritics:

In a Voyager title search, either omit **or**, if copying and pasting, include the diacritics.

Title: Sonate für Flöte (Altflöte) und Klavier, op. 25

Search: sonate für flöte (altflöte) und klavier, op. 25 **or** sonate fur flöte (altflöte) und klavier, op. 25

Special alphabetic characters:

Special one-letter characters such as Polish Ł, d with bar, slash o, etc.

In a Voyager title search, substitute the character with the letter without the slash, bar, etc. **or**, if copying and pasting, search with the character.

Name: Aksdal, Bjørn

Search: aksdal, bjørn **or** aksdal, bjorn

Note: search with or without the comma.

Special two-letter characters such as Æ, æ:

In a Voyager title search, search either as individual letters **or**, if copying and pasting, with the character.

Title: Mediaeval musical relics of Denmark

Search: mediaeval musical relics of denmark **or** mediaeval musical relics of denmark

Superscript o

This character may also be input as a regular lower-case o, so it would make sense to search this title with and without the o.

In a Voyager title search, omit the superscript ° and **replace** it with a lower case letter o.

Title: Symphonie n° 5 en ut dièse mineur

Search: symphonie no 5 en ut diese mineur

The German Eszett: ß

The ß should be input and searched as "ss"

Title: Baßschlüssel, das ist, Anleitung für Anfänger und Liebhaber der Setzkunst

Search: bassschlussel das ist anleitung fur anfangen und

Staff heading keyword searches in Voyager

[Music Cataloging at Yale](#) [1] ? [Orbis and OCLC](#) [12]

Note: this page was created with music cataloging in mind.

- ° Staff headings keyword searches retrieve both bibliographic and authority records.
- ° There are four staff headings keyword searches: staff title headings, staff name headings, staff name/title headings, and staff subject headings.
 - ° Voyager's SysAdmin manual lists subfields indexed in a staff subject subdivision headings keyword search, but this search does not seem to be available. Subject subdivisions can be searched as part of the staff subject headings keyword search, but without retrieving subject subdivision authority records (which are available only in LCDB).
- ° The filters in the staff headings searches may be used to limit by type of heading.

- ° Truncation is allowed in all four staff headings keyword searches:

right truncation:	left truncation:	internal truncation:	combination:
?cello	violoncell?	viol?cello	viol?cello?

- ° The boolean operator "and" is the default and does not need to be included in a search.
 - ° Including the boolean operator "and" retrieves the same results.
 - ° A search with the boolean operator "not" takes a very long time.
 - ° Plus (+) or minus (-) signs are ignored.
- ° Words of one or two characters may be used as individual search words or in a phrase!
 - ° The search takes a long time.
- ° To search two or more words as a phrase, enclose the words in quotation marks. Searching "violin clarinet" retrieves different results than searching "clarinet violin."
 - ° A staff headings keyword search using a phrase will search across subfields in the same field.
 - ° Searching the phrase "sonatas oboe" in a staff name/title heading keyword search will retrieve records in which "sonatas, fm oboe" appears.
- ° A staff headings keyword search does not search across fields.
 - ° A search employing multiple words retrieves only those records in which the words appear in the same field.
 - ° For example, it will not retrieve authority records in which one word appears in the 1XX field and another word appears in a 4XX field.
 - ° Exception: it is possible with a staff name/title heading keyword search to retrieve a record with one search words in the 100 and another in the 245/ta or tb.
- ° Nesting with the boolean operator "or" is possible:
 - ° When no other boolean operators are used, parenthesis are not necessary:
 - allegros or adagios
 - ° When other boolean operators are used, enclose the nested terms in parentheses:
 - (carl or sebastian) bach
 - (german or germany) music
 - ° Truncation within nesting works:
 - (german? or engl?) music
 - ° The searches tend to be slower than other staff headings keyword searches.
 - ° The boolean operator "not" may also be used, but as with any search using "not," it takes a long time.

[Staff name heading keyword searches](#)

Bibliographic records

Field	Subfields indexed	Comments
100	‡adq also ‡bc	‡bc not listed in the Voyager SysAdmin manual; <i>not</i> ‡4
700	‡adqt also ‡bc	‡bc not listed in the Voyager SysAdmin manual, up to ‡t; <i>not</i> ‡4
800	‡adkqptv also ‡bc	‡bc not listed in the Voyager SysAdmin manual, up to ‡t
110	‡abcdgkn	<i>not</i> ‡4
710	‡abcdefgkl	<i>not</i> ‡4; up to ‡t
810	‡abcdefgklptv	up to ‡t
111	‡abcdefgklpq	up to ‡t
711	‡acdefgkl	up to ‡t
811	‡abcdefgklptv	

Authority records

° 008/14, ‡a (main or added entry heading use) must exist in the record in order for the record to be indexed

Field	Subfields indexed	Comments
X00	‡abcdkq	
X10	‡abcdgkn	
X11	‡abcdegknq	
X51	‡ab	

[Staff name/title heading keyword searches](#)

Bibliographic records

° 1XX/245 is not validated

Field	Subfields indexed	Comments
100	‡abcdkq	100 will be combined with the first found 240/243 ‡adfgklmnopr or 245‡afgknps
700	‡abcdkq up to t fgklmnoprt	° Note: it is possible to retrieve a record with the search words
800	‡abcdkq up to t fgklmnoprt	in the 100 and the 245/‡a or b
110	‡abcdgkn	110 will be combined with the first found 240/243 ‡adfgklmnopr or 245‡afgknps
710	‡abcdgkn up to t dfgklmnoprst	
810	‡abcdgkn up to t dfgklmnoprst	
111	‡abcdegknq	111 will be combined with the first found 240/243 ‡adfgklmnopr or 245‡afgknps
711	‡abcdegknq up to t fgklnpst	
811	‡abcdegknq up to t fgklnpst	

Authority records

° 008/14, ‡a (main or added entry heading use) must exist in the record in order for the record to be indexed

Field	Subfields indexed	Comments
X00	‡abcdkq up to tfgklmnoprt	
X10	‡abcdgkn up to tdfgklmnoprstn	
X11	‡abcdegknq up to tfgklnpst	

[Staff title heading keyword searches](#)

Bibliographic records

Field	Subfields indexed	Comments
130	‡adfgklmnoprs	will be combined only with 245 ‡afgknps; I was unable to search across the 130 and 245 fields
440	‡anp	untraced series (490 field) are not indexed
730	‡adfgklmnoprs	
830	‡adfgklmnoprs	

Authority records

° Authority 008/14 = ‡a (main or added entry heading use) as non-series

° Authority 008/16= (series heading use) as series

Field	Subfields indexed	Comments
X30	‡adfgklmnoprs	searches headings (130) (including SARs for non-traced series and series-like phrases) and references (430 and 530)

[Staff subject heading keyword searches](#)

Bibliographic records

- ° Indicator 2 or ‡2 used to determine thesaurus
- ° Lead subfields stop at the first ‡t, v, x, y, z found
- ° Title subfields stop at first ‡v, x, y, z found

Field	Subfields indexed	Comments
600	‡abcdkq fgklmnoprt vxyz	using the "LC subject headings" filter will retrieve name/title authority record
610	‡abcdgkn dfgklmnoprst vxyz	
611	‡abcdegknq fgklnpst vxyz	
630	‡adfgklmnoprs vxyz	
650	‡abcd vxyz	
651	‡ab vxyz	

Authority records

- ° Authority 008/14 = ‡a (main or added entry heading use) as non-series
- ° Authority 008/16= (series heading use) as series

Field	Subfields indexed	Comments
X00	‡abcdkq fgklmnoprt vxyz	subject subdivision authority records are <i>not</i> retrieved
X10	‡abcdgkn dfgklmnoprst vxyz	
X11	‡abcdegknq fgklnpst vxyz	
X30	‡adfgklmnoprs vxyz	
X50	‡abcd vxyz	
X51	‡vxyz	

This table is derived from Voyager's V5 SysAdmin manual, p. A-1ff

Types of staff searching in Voyager

[Music Cataloging at Yale](#) [1] ? [Orbis and OCLC](#) [12]

Note: this page was created with music cataloging in mind.

This page demonstrates the differences between four types of non-keyword, staff searches using the same search key.

The search key is "**bach johann**"

The four staff searches are the names search, staff names search, staff subject headings search, and staff name/title headings search.

[Staff name headings search](#) | [Staff subject headings search](#) | [Staff name/title headings search](#) | [Names search](#)

[Staff name headings search](#)

The result of the "staff name headings search" is an alphabetical list of name headings. The number of bibliographic records for each heading is indicated. The word "authorized" indicates that there is a name authority record for that heading.

Headings List			
	Bibs	Staff Name Headings Search Heading	Heading Type
Authorized	6	Bach, Johann, 1604-1673.	personal name
Authorized	2	Bach, Johann Andreas, 1713-1779	personal name
Authorized	2	Bach, Johann August, 1721-1758	personal name
Authorized	8	Bach, Johann Bernhard, 1676-1749	personal name
Authorized	256	Bach, Johann Christian, 1735-1782	personal name
Authorized	37	Bach, Johann Christoph, 1642-1703	personal name
Authorized	1	Bach, Johann Christoph, 1673-1727	personal name
Authorized	53	Bach, Johann Christoph Friedrich, 1732-1795	personal name
Authorized	1	Bach, Johann Elias, 1705-1755	personal name
Authorized	8	Bach, Johann Ernst, 1722-1777	personal name

18 Headings Found Search: Staff Name Headings Search=bach johann

[Staff subject headings search](#)

Using the "staff subject headings search" retrieves authority records for headings that are used as subject headings as well as the bibliographic records that include those headings (6XX). This includes name-only authority records as well as name/uniform title authority records:

Headings List			
	Bibs	Staff Subject Headings Search Heading	Heading Type
Authorized	0	Bach, Johann, 1604-1673.	LC subject headings
Reference	0	Bach, Johann, 1604-1673. Our days are as a shadow	LC subject headings
Authorized	0	Bach, Johann, 1604-1673. Sei nun wieder zufrieden meine Seele	LC subject headings
Reference	0	Bach, Johann, 1604-1673. Sey nun wieder zufrieden	LC subject headings
Authorized	0	Bach, Johann, 1604-1673. Unser Leben ist ein Schatten	LC subject headings
Reference	0	Bach, Johann, 1604-1673. We must vanish like a shadow	LC subject headings
Authorized	0	Bach, Johann, 1604-1673. Weint nicht um meinem Tod	LC subject headings
Authorized	0	Bach, Johann Andreas, 1713-1779	LC subject headings
Authorized	0	Bach, Johann August, 1721-1758	LC subject headings
Authorized	0	Bach, Johann Bernhard, 1676-1749	LC subject headings

5757 Headings Found Search: Staff Subject Headings Search=bach johann

[Staff name/title headings search](#)

The "staff name/title headings search" retrieves authority records for headings that are used as name headings as well as the bibliographic records that include those headings (1XX, 7XX):

Headings List			
	Bibs	Staff Name/Title Headings Search Heading	Heading Type
Reference	0	Bach, Johann, 1604-1673. Our days are as a shadow	personal name
Authorized	1	Bach, Johann, 1604-1673. Sei nun wieder zufrieden meine Seele	personal name
	1	Bach, Johann, 1604-1673. Sei nun wieder zufrieden meine Seele. English and German	personal name
Reference	0	Bach, Johann, 1604-1673. Sey nun wieder zufrieden	personal name
Authorized	1	Bach, Johann, 1604-1673. Unser Leben ist ein Schatten	personal name
	1	Bach, Johann, 1604-1673. Unser Leben ist ein Schatten. English & German	personal name
Reference	0	Bach, Johann, 1604-1673. We must vanish like a shadow	personal name
Authorized	2	Bach, Johann, 1604-1673. Weint nicht um meinem Tod	personal name
	1	Bach, Johann August. 1721-1758. Io. Avavsti Bachii Historia	personal name

6603 Headings Found Search: Staff Name/Title Headings Search=bach johann

Scroll through the list to get to the point in the alphabet you need:

Headings List			
	Bibs	Staff Name/Title Headings Search Heading	Heading Type
Authorized	1	Bach, Johann Sebastian, 1685-1750. Sonatas, organ	personal name
	1	Bach, Johann Sebastian, 1685-1750. Sonatas, organ; arr.	personal name
	1	Bach, Johann Sebastian, 1685-1750. Sonatas, organ, BWV 525-528.	personal name
	2	Bach, Johann Sebastian, 1685-1750. Sonatas, organ, BWV 525-530	personal name
	3	Bach, Johann Sebastian, 1685-1750. Sonatas, organ, BWV 525-530; arr.	personal name
Authorized	1	Bach, Johann Sebastian, 1685-1750. Sonatas, organ, BWV 525, Eb major	personal name
	1	Bach, Johann Sebastian, 1685-1750. Sonatas, organ, BWV 525, Eb major. Allegro.	personal name
	1	Bach, Johann Sebastian, 1685-1750. Sonatas, organ, BWV 525, Eb major. Allegro moderato; arr.	personal name

6603 Headings Found Search: Staff Name/Title Headings Search=bach johann

The best way to get to the exact point in the alphabet in staff name/title headings search is to use the full name heading with the first word of the uniform title.

Search

Keyword Non-Keyword **Builder** History

Search by
☒ Find
☐ Browse

Staff Name/Title Headings Search

Heading Types Filter
 corporate name
 geographic name
 meeting name
 personal name

Locations Filter
 < Not applicable >

Search for: bach johann sebastian 1685 1750 sonatas organ

Do Search Cancel Clear Limit... Remote...

Which will take you exactly to the place in the alphabetical index:

Headings List

	Bibs	Staff Name/Title Headings Search Heading	Heading Type
Authorized	1	Bach, Johann Sebastian, 1685-1750. Sonatas, organ	personal name
	1	Bach, Johann Sebastian, 1685-1750. Sonatas, organ; arr.	personal name
	1	Bach, Johann Sebastian, 1685-1750. Sonatas, organ, BwV 525-528.	personal name
	2	Bach, Johann Sebastian, 1685-1750. Sonatas, organ, BwV 525-530	personal name
	3	Bach, Johann Sebastian, 1685-1750. Sonatas, organ, BwV 525-530; arr.	personal name
Authorized	1	Bach, Johann Sebastian, 1685-1750. Sonatas, organ, BwV 525, Eb major	personal name
	1	Bach, Johann Sebastian, 1685-1750. Sonatas, organ, BwV 525, Eb major. Allegro.	personal name
	1	Bach, Johann Sebastian, 1685-1750. Sonatas, organ, BwV 525, Eb major. Allegro moderato; arr.	personal name
Authorized	3	Bach, Johann Sebastian. 1685-1750. Sonatas, organ. BwV 525. Eb maior:	personal name

OK Cancel Search Authority Clear All Copy

20 Headings Found Search: Staff Name/Title Headings Search=bach johann sebastian 1685 1750 sonatas organ

[Names search](#)

The names search is a local Yale search developed to make it possible to simultaneously search a name as both a name heading (1XX, 7XX, 8XX) and a subject heading (6XX). This search does not retrieve authority records.

When using the "names" search, the resultings are displayed in a titles index:

Titles Index			
Names	Author	Full Title	Imprint
Bach, Johann, 1604-1673.	Bach, Johann, 1604-1673.	Sei nun wieder zufrieden meine Seele : Motette für zwei vierstimmige Chöre [[SSAATTB]] und Generalbass / Johann Bach ; [herausgegeben von] Günter Graulich.	Neuhausen : Hänssler, c1980.
Bach, Johann, 1604-1673.	Bach, Johann, 1604-1673.	Unser Leben ist ein Schatten /Johann Bach ; Herausgeber, Günter Graulich ; Generalbassergänzung, Paul Horn ; English text by Marqaret Schubert.	Neuhausen-Stuttgart : Hänssler, c1968.

4298 Records Found Search: Names=bach johann

Source URL: <https://web.library.yale.edu/cataloging/music/orbis-oclc>

Links

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