



Digital Collections

Advanced Searching

Searching the CHS Digital Collection is a little tricky, but you can do a search if you want to find something more specific:

- Near the top of the page, click on **Advanced Search**.
- Click in the box on the Left side of the page labeled **Select All Collections** to **turn that option off**.
- Click the box labeled **Corrales Historical Society**, then click the **Save button**. This will limit your search to the CHS collection.
- **Type your search** in the empty box under **Enter Search Term**.
- If you want to search for **more than one form of a word** (e.g., singular or plural), type the shortest version of the word and **add an asterisk (*) at the end**. For example, farm* will find farm, farms, farmer, farming, etc.
- There are options of where and how those words are found, but start with **All fields** and **All of the words**, then change if you get too many or too few images. You can also add or delete words from your search to narrow or widen your results.
- You can search for a **specific date or date range**. Be aware, however, that some images are dated fairly broadly (e.g., 1940s) or may not have a known date, so a date search may eliminate images of interest.
- Click on the **Search** button at the **Bottom of the page** to start your search. Pressing Enter will not work.

