Browse

Discover how to browse bibliographic records, authority files, and local holdings records in WorldShare Record Manager.

**Browse authority files using an index**

1. From the Data Type drop-down list, select Authority Records.
2. From the Scope drop-down list, select the authority file you wish to browse (e.g., LC - Browse).
3. From the Index drop-down list, select an index. For a list of all indexes, see Record Manager: Authorities Guide.
4. Based on the index you selected, enter your search terms in the Term(s) text field. The text field will expand to fit your search terms, if needed.
5. Click Search. In the search results, you will not only see the specific terms for which you searched ( ), but also the surrounding terms. Click an index term to view the associated records.

**Browse bibliographic records using an index**

1. From the Data Type drop-down list, select Bibliographic Records.
2. From the Scope drop-down list, select All WorldCat - Browse.
3. From the Index drop-down list, select an index. See Searching WorldCat Indexes for more information on available indexes.
4. Based on the index you selected, enter your search terms in the Term(s) text field. The text field will expand to fit your search terms, if needed.
5. Click Search. In the search results, you will not only see the specific term for which you searched ( ), but also the surrounding terms. Click an index term to view the associated records.

**Browse local holdings records (LHRs) using a call number**

1. From the Data Type drop-down list, select Local Holdings Records.
2. From the Scope drop-down list, select My LHRs - Browse.
3. Enter a call number in the Term(s) text field. The text field will expand to fit your search terms, if needed.
4. Click Search. The search results will be displayed in a table with the following columns:
   - Call Number
     - The closest result match, whether an exact match or not, is identified by the location icon ( ).
     - Click a call number to view the local holdings record.
   - Bibliographic Information
     - If a call number returns a single item, the entire 852 field from the LHR is displayed below the title.
• Click a title to view the parent bibliographic record.