October 2020

# Using Core Collections for
# Building a Collection

## When to use:

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## Find the *latest* books

Looking for books published recently that you may have missed? Search by publication range.

### TRY IT 🔍

Click the **Advanced Search** link

At the **Published Date** limiter, enter a beginning and end month and year to search a range

At the **Document Type** limiter, choose **Book**

Click **Search** (no need to enter search terms)

Sort results by recommendation level or database

## Find the *best* books

Looking for books that your collection should have? Find the Essential and Recommended titles, as designated by NoveList librarians and advisors.

### TRY IT 🔍

Click the **Advanced Search** link

At the **Recommendation Level** limiter, click **Essential.** To select multiple levels, hold down the shift button and click

At the **Document Type** limiter, choose **Book**

Click **Search** (no need to enter search terms)

Sort your results by date or database.

## Use field codes for speed

Speed up your searching by using Core Collections' field codes. Enter the two-letter field code in all caps. You can use the Boolean AND to add to your search.

### TRY IT 🔍

Looking for the winners of a specific award?

Type **AW** and then the name of the award

*Ex. AW Coretta Scott King Honor*

### TRY IT 🔍

Looking for books that have received a starred review from a specific publication?

Type **RW** and then the name of the publication

*Ex. RW School Library Journal*

### TRY IT 🔍

Looking for Essential books in a specific genre?

Type **RM 1 AND SU** and then the genre

*Ex. RM 1 AND SU fantasy*

### TRY IT 🔍

Looking for Essential books in a specific Dewey Range?

Type **RM 1 AND DZ** and then the Dewey Range

*Ex. RM 1 AND DZ 510-519*

Need to start a collection of graphic novels for teens?

Want to make sure you aren't missing any books appropriate for a specific grade level?

Need to add more essential storytime standouts to your collection?