Searching and Navigation (Visitor)

Library and Archives Search
The Library and Archives search covers all of the print and electronic items held by the Library, including:

- Physical journals and books.
- Online journal articles and books (eResources).
- Special Collections, artworks and manuscripts.
- Materials held in the Museum Archives (i.e., unpublished materials relating to the history of the Museum, including photographs, letters and notebooks).

Getting Started
To search the Library and Archives collections, navigate to the Library and Archives homepage on the Museum website: www.nhm.ac.uk/library.

Alternatively, go to the Museum homepage at www.nhm.ac.uk and click Our Science > Facilities and Departments and Staff > Library and Archives.

The search box can be found in the centre of the page under the heading Search our collections.

Choosing the right tab
The search box is comprised of three tabs: Everything, Print and Online. Each tab will restrict your search to a particular aspect of the collection.

- **Everything**: Selected by default, this will search across print items, eResources and Archives materials.
- **Print**: Searches print items and Archives materials only.
- **Online**: Searches eResources only.

Please bear in mind that we do not offer access to our subscribed eResources from outside the Museum. If you visit the Reading Room we can offer access to a wide range of these resources, but some are restricted to Museum staff.
**Searching**

Select the correct tab for your requirements, enter your query term in the box and click Search.

If you want to search for a particular phrase/title, put your search terms inside speech marks and only results containing the full phrase will be returned.

Please be aware that the Sign in and My Account options on our online catalogue are for Museum staff only.

**The results screen**

Results matching your search query will be returned in a single relevancy-ranked list, regardless of their age, format or provenance.

Look at the tile to the left of each result to quickly see the item format. Items fully available online and print items available on the shelf will display a small green indicator:

**Refining your search**

If a very large number of results are returned, it might be useful to narrow your search using the facets on the left side of the screen. These facets enable you to refine your results by a number of criteria, including date of publication, item format and physical location.

Selecting one or more of these facets will reduce the number of results. Any active facets are displayed at the top of the results list; if you’ve added a facet and later wish to remove it click on the small x next to the facet name.
More information

Found something that looks useful? Click on the Details tab to see more information about a particular result, including author details, description, language and years of coverage held by the Library (in the case of print journals).

Requesting items for a Reading Room visit

Our public reading room hours are Tuesday – Thursday 10.00-16.00 (South Kensington) and Monday to Thursday 9.30-15.30 (Tring).

Refer to our guide Placing a Reading Room request (Visitor) or go to the Visitor Services sections of the Library and Archives webpages for a step-by-step guide to requesting. It may take up to eight working days (potentially longer for special collections) for items to be made available for you in South Kensington as some material is kept offsite. We will not be able to fetch any additional items during your visit.

Requesting items for Digitisation

From 1 January 2016 please note that we are only able to fulfil requests where the item is not available via another library, in many cases this applies to our archival and special collections. For more information please visit our Digitisation services webpage.

Additional support and resources

Website: www.nhm.ac.uk/library
Email: library@nhm.ac.uk
Tel: +44 (0)20 7942 5460 (South Kensington)
Tel: +44 (0)20 7942 6156 (Tring)