



The Basic Search – Part Two

This document illustrates additional methods and techniques commonly used in “Green Screen” or **Basic Searches**.

These methods are used in the “Telling OPAS what you wish to see” part of the search process; you will still press the **Enter**  key or click the **Search**  icon to execute the search.

Wildcards

Wildcards allow you to expand a search and remove some of the specificity of the search by in effect telling the computer to find “Something like this” instead of the default which is “Find something *exactly* like this”

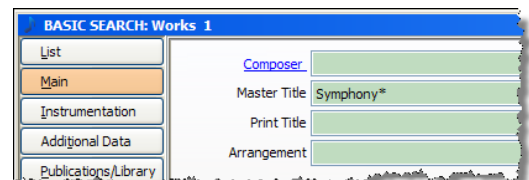
The wildcard symbol in OPAS is the **asterisk**: * (Shift + the number 8 on your keyboard)

Wildcards are used in **Text** fields and can be placed anywhere in the field. In fact, the placement of the wildcard takes affects its operation.

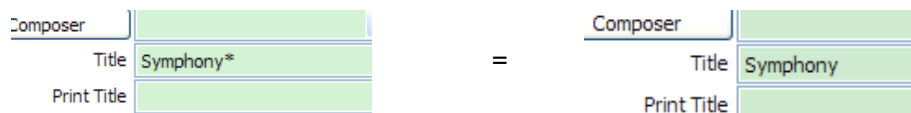
Trailing Wildcards Trailing wildcards come at the end of a text field. The wildcard search shown here (from the **Works** area) tells OPAS to find any work where the title starts with the word ‘Symphony’ and is then followed by anything else at all.

This search would return

- Symphony No. 1 in C
- Symphony In B-Flat
- Symphony For Strings and Timpani, etc...



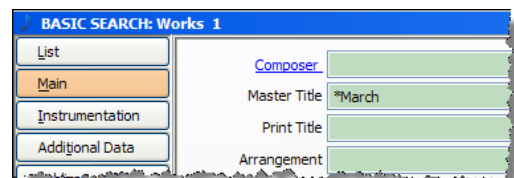
Even if you do **not** use a wildcard, the trailing wildcard is always implied in OPAS. That is, OPAS interprets these two as exactly the same thing.



Leading Wildcards Leading wildcards come at the beginning of a text field, and imply that anything can come in front of the text that you have specified. The wildcard search shown here (from the **Works** area) tells OPAS to find any work that starts with anything at all and ends with ‘March.’

This search would return

- Liberty Bell March
- Rákóczy March

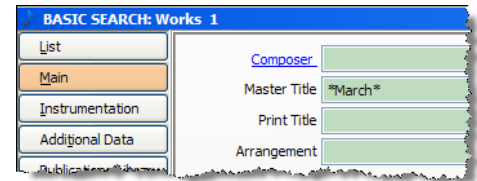


However, it would *not* find “March, The Stars and Stripes Forever” as that title *begins* with the word ‘March’ and your wildcard specifically told OPAS that *something* had to be in front of the word ‘March’

Leading + Trailing Wildcards

You can specify both Leading **and** Trailing Wildcards. In fact, when using a Leading Wildcard, you may well often want to include the Trailing Wildcard. Remember that the trailing wildcard is implied when you don't use any wildcard at all (see above) but it is *not* implied when you use any other wildcard.

So, OPAS interprets this search (from the **Works** area) as “Any composition that has the word ‘March’ in the Title”. (Technically speaking, “Any composition in which any character at all is followed by ‘march’ and then followed by any other character at all). This search would return the following list of works – note how the word ‘March’ appears in various places in each title.



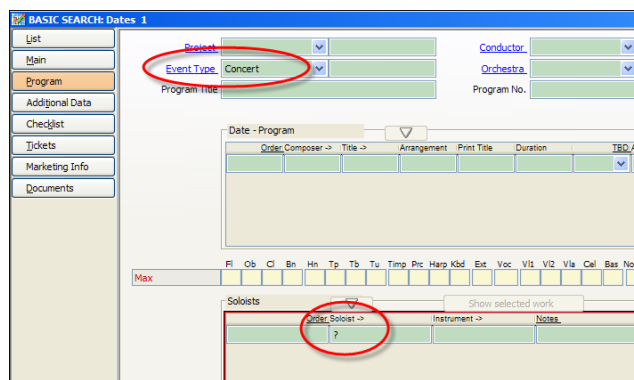
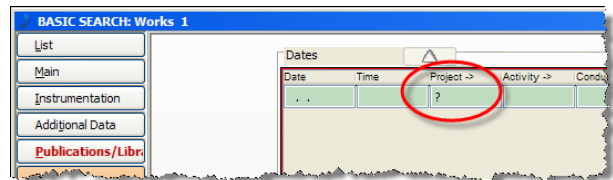
FILTER: Works 1 [Williams John: SUPERMAN MARCH]				
List	Composer	Master Title	Arrangement	Instrumentation
Main	Elgar, Edward	MILITARY MARCH NO. 1 IN D MAJOR, OP.39		4-2-3-3 4-4-3
Instrumentation	Elgar, Edward	MILITARY MARCH NO. 2 IN A MINOR, OP.39		3-2-3-3 4-4-3
Additional Data	Ives, Charles	COUNTRY BAND MARCH		1-0-1-0 0-1-2
Publications/Libr	Liszt, Franz	RAKOCZY MARCH		3-2-2-2 4-2-3
Perf. Hist.	Mozart, Wolfgang Amadeu	CLEMENZA DI TITO, K. 621: MARCH		2-2-2-2 2-2-2
Checklist	Prokofiev, Sergei	LOVE FOR THREE ORANGES: MARCH AND SCH		3-3-3-3 4-3-3
Documents	Purcell, Henry	MARCH AND CANZONA FOR QUEEN MARY'S FL		0-0-0-0 0-2-2
	Sousa, John Phillip	MANHATTAN BEACH MARCH		0-0-0-0 0-0-0
	Sousa, John Phillip	MARCH, "THE LIBERTY BELL"		2-2-2-2 2-2-3
	Sousa, John Phillip	MARCH, "THE STARS AND STRIPES FOREVER"		2-2-2-2 4-3-3
	Williams, John	SUPERMAN MARCH		

“?” Wildcard to find any data in a field

A different wildcard character can also be used to find *any* data within a field. This is used when you want to find database records that contain something within a given field but do not want to (or cannot) specify what that information is.

This wildcard character is the question mark: “ ? ” This tells OPAS to find any record in which the field contains any kind of data at all. Examples of this search could be:

In the **Works** area, use the “?” wildcard in the **Performance History** screen to find all Works that have had any performance. This also works to great effect in the **Address Book** area to find all musicians who have a performance history.



In the **Dates** area, this use of the wildcard sequence would find all concerts that have a soloist. Note how we include the wildcard sequence with information from a drop-down field.