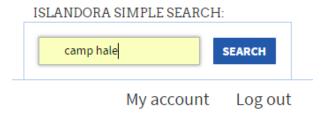
Searching for Entities in Islandora

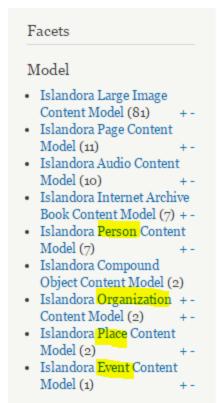
(3/22/2016) (rev. 10/22/2017)

Step 1: Search Islandora for the Entity.

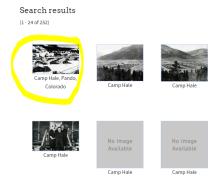
1. **Type in the name** in the search bar and click on **Search** In this example we will be doing a search for a place.



2. You may be given a single result, or more likely a whole set of results. Narrow this list by scrolling down to the "Facets" on the left and clicking on "Islandora Place Content Model". Notice the additional entity and object "Content Models" available to filter your results:



3. Scan through the list and if you think you **found a match**, **click on the image** to go to the record.



4. You will know that you have found a record for an Entity if it looks like one of the following:

A Place would look like this Camp Hale, Pando, Colorado Vlew Manage Details Details Camp Hale, Pando, Colorado Title Creator Subject Camp Hale (Colo.) Description Publisher Contributor Date Type **Format** Identifier place:88

A Person would look like this

Rudolf Ernst "Rudi" Schnackenberg



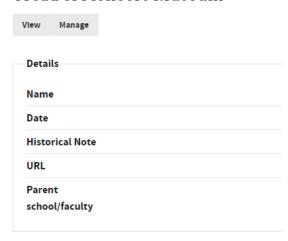
An Event would look like this

Steamboat Springs Winter Carnival

V	lew	Manage	
Details			
Details			
	Title	e	Steamboat Springs Winter Carnival
	Crea	ator	
	Sub	ject	
	Des	cription	
	Pub	lisher	
	Con	tributor	
	Dat	e	
	Тур	e	
	For	mat	
	lder	ntifier	event:156
	Sou	rce	

An Organization would look like this:

Tread of Pioneers Museum



For each entity that you add to an Islandora form you will need the **Title** and the **Identifier**. For Places and Events, this information is on the display screen for that record. For people and organizations you will need to do the following to get the same information:

a. Click on Manage





BIOGRAPHY

b. Click on **Datastreams**

Rudolf Ernst "Rudi" Schnackenberg



c. The **title** and the **identifier** are listed at the top of the table.

Rudolf Ernst "Rudi" Schnackenberg



It is advisable to have multiple tabs of Islandora open. One tab would have the interview or oral history form open and the other would be used for searching and adding entities. Once an entity is found or added, the necessary information can be copied and pasted into the entity field on the form.

The key is to find a workflow that works for you.

Alternate Step: Search the Catalog (OPAC/PIKA) for the Entity.

There is another means of finding any entity's PID. Created entities always appear in the catalog (OPAC/PIKA), so a search there can render the necessary information.

1. **Type in the name** in the search bar, and click on **GO** in "Local Digital Archive". In this example we will be doing a search for a place.



2. Once you have found the correct entity, scroll to the bottom of the page and open the "More Details" section.

