

QUICK GUIDE to using ARTstor

Accessing ARTstor

Before you enter **ARTstor**, make sure that you turn OFF any pop-up blocker that you may have in your browser:

1. For Firefox: look under Tools – Options – Content.
2. For IE: look under Tools – Internet Options – Privacy

If, after disabling the browser, you still block the pop-ups, look at any browser toolbar that may be installed.

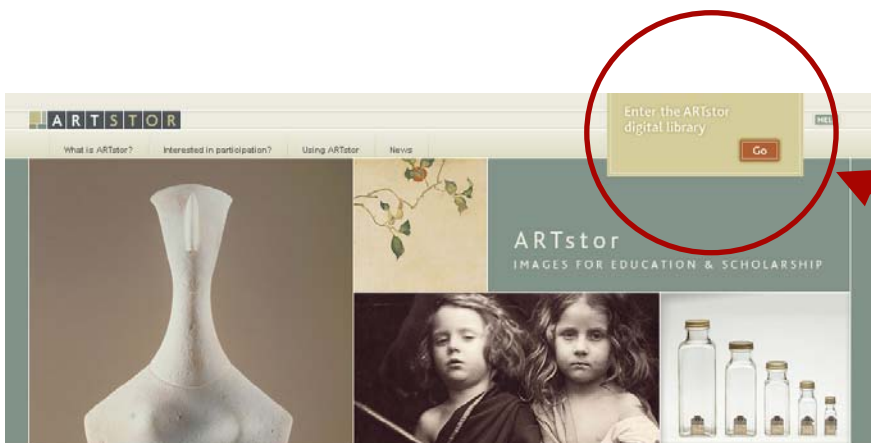


To enter the **ARTstor Digital Library**, begin on the Milne Library website (<http://library.geneseo.edu/>).

Click on the “Resources” tab and run a **Quicksearch** for “**ARTstor**.”

When you access **ARTstor** from off campus, log in to your institution’s proxy. (Use your Geneseo email username & PW.)

Choose **ARTstor** from the search results.



Click on “**Go**” to enter the ARTstor digital Library.

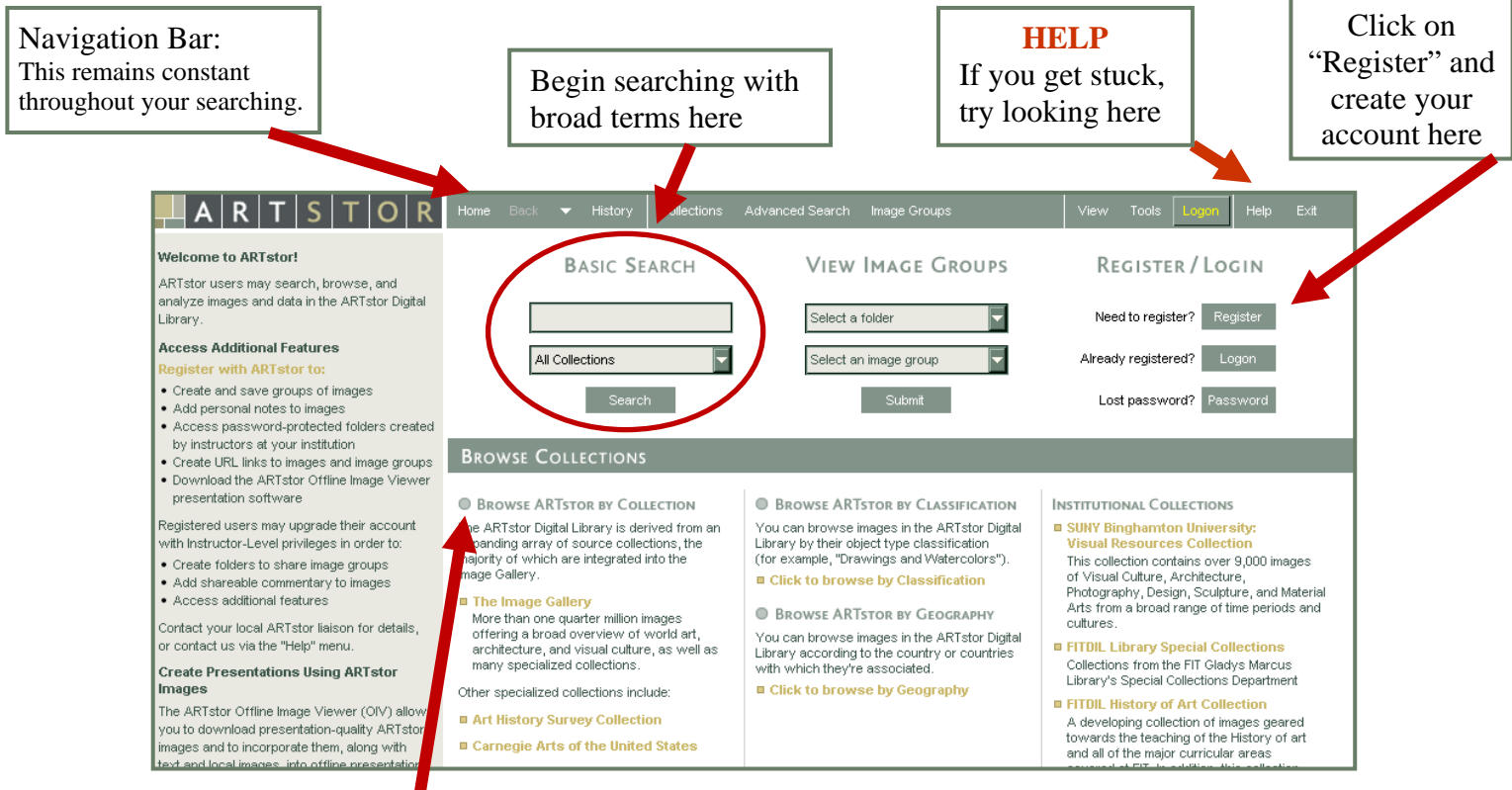
A new (pop-up) window will open.

Your ARTstor Account

Registering for your account allows you more options for personalization and functionality in the database.

How to Register:

Click on the grey “Register” button at the top right of the page and enter your Geneseo email address and a password of your choice. Click “Register” to have immediate access to your new account.



Navigation Bar:
This remains constant throughout your searching.

BEGIN SEARCHING
Begin searching with broad terms here

HELP
If you get stuck, try looking here

REGISTER / LOGIN
Click on “Register” and create your account here

Browse: Take some time looking through the collections. View by **Geographical regions** (Ireland or Tibet) or **Classification** (‘graphic design,’ ‘paintings,’ or ‘fashion’)

Finding and Analyzing Images and Data


View Images and Data

- Searching and browsing ARTstor will return results as thumbnail images.
- To view the Image Data window for an image, single click on the caption beneath the thumbnail.
- To view an image in the Image Viewer, double click on the thumbnail. The Image Viewer provides tools for zooming, panning, downloading, and printing.

Search

- Perform a Basic Search to search across all data fields within one or all collections.
- Perform an Advanced Search to search within specific data fields and selected collections.
- Advanced and basic searches permit the use of wildcards. See Help for a complete list. Use Boolean logic (AND/OR/NOT) in both searches to link words and phrases for more precise queries.

Browse Collections

Click on a collection’s name from the Welcome Page to view the list of categories by which it can be browsed. Click on the  icon next to a category to expand the list. Click the category’s name to view contents.